Abbreviations, in UDS system, 59
Abstraction, 11
Accountability, in decision making, 47
American Concrete Institute (ACI), 20
American Institute of Architects (AIA), 55
    CAD Layer Guidelines, 58, 59
    and priority of references, 21
American Society for Testing and Materials (ASTM), 20
American Society of Landscape Architects, 4
American Welding Society (AWS), 20
Analogy, 11
Annotations, 63
Approval process:
    Design Development, 52
    Pre-Design, 32
Architectural coordination processes, 16
ARCOM, 61
Art Framework, 114
ASTM (American Society for Testing and Materials), 20
Autodesk Revit Architecture, 27
AWS (American Welding Society), 20
Baselines, 97
    Conceptual Design, 102–105
    Pre-Design, 99
Base Plan (Pre-Design), 32, 101
Benchmarks, 97
    Pre-Design, 99
    purpose of, 100
Best practices. See also Documentation practices
    CD Composite Reference Sections, 341–342
    CD Cover Sheet, 217
    CD General Information Sheet, 246
    CD Key Plan, 233
    CD Planting Details, 409
    CD Plant Protection and Removal Plan, 259–260
    CD Shrub and Groundcover Planting Plan, 388
    CD Site Demolition Plan, 269
    CD Site Details, 361
    CD Site Grading and Drainage Plan, 324
    CD Site Layout Plan, 300–302
    CD Site Lighting Plan, 333–334
    CD Site Materials Plan, 279
    CD Site Reference Plans, 225
    CD Tree Planting Plan, 375
    character imagery, 118
    in Conceptual Design, 117, 118, 120, 123, 125
    in Construction Documentation, 58–64
    Context Framework, 136
    cost model, 123
    DD Composite Reference Sections, 337–338
    DD Cover Sheet, 211–212
    DD General Information Sheet, 243
    DD Key Plan, 230
    DD Planting Details, 402–405
    DD Plant Protection and Removal Plan, 254–256
    DD Shrub and Groundcover Planting Plan, 384–386
    DD Site Demolition Plan, 265–267
    DD Site Details, 349–356
    DD Site Grading and Drainage Plan, 313–319
    DD Site Layout Plan, 295–296
    DD Site Lighting Plan, 329–331
    DD Site Materials Plan, 276–277
    DD Site Reference Plans, 222
    DD Site Soils Plan, 393
    DD Tree Planting Plan, 371–373
    for graphics, 62–63
    perspective renderings and illustrative drawings, 120
    phasing, 125
    in Pre-Design, 99–100
    Preliminary Project Descriptions, 195
    SD Cover Sheet, 128
    SD Estimate of Probable Construction Costs, 200
    SD illustrative sections and elevations, 184, 185
    SD illustrative visualizations, 181
    SD materials Palette, 157
    SD Site Lighting Plan, 151
    SD Site Materials Plan, 147
    SD Site Protection and Removal Plan, 144
    SD sketch details, 188–189
    Site Survey/Existing Conditions Plan, 133–134
    for specification section content, 85
    for sustainable design, 101
Bidirectional associativity, 27
“Big idea,” see Parti
BIM, see Building Information Modeling
Budget:
    in Conceptual Design, 109, 123
    Construction, 13, 32, 123, 198–201
    in Design Development, 48–49
    designing to, 48–49
    internal design, 98
    landscape architecture, 123
    in Pre-Design, 13, 32
    project, 109
    in Schematic Design, 13, 198–201
Building Information Modeling (BIM), 27, 71, 193, 200
CAD layers, naming and organization of, 68–69
CAD Layer Guidelines (AIA), 58, 59
CAD Standards Manual, 66, 68–70
Carbon sequestration, 254–255
CD, see Construction Documentation
Centerlines, 81
Character imagery:
  Conceptual Design, 118–119
  Schematic Design, 38
“Chartjunk,” 25
CLARB (Council for Landscape Architectural Registration Boards), 5
Clarity of documents, 55–56
Client interview (Pre-Design), 31
Client requirements (Schematic Design), 13
Client reviews (Design Development), 52
Client work session (Pre-Design), 94–97
Code conventions, in UDS system, 59
Code review:
  Design Development, 52
  Pre-Design, 32, 33
Communication Plan, 98
Community Framework (Conceptual Design), 113
Compliance:
  Construction Documentation, 64
  Design Development, 54
  Schematic Design, 38
Compliance verification (Design Development), 52
Component mock-ups (Design Development), 46–47
Components Palette (Schematic Design), 38
Composite documentation, 22–23
  Design Development, 42
  Schematic Design, 38, 39
Composite patterns, see Composite documentation
Composite Reference Sections:
  Construction Documentation, 340–343
  Design Development, 336–339
  distinctions/relationships between DD and CD, 336
Composite Sections (Design Development), 53
Concept formation (Conceptual Design), 116
Conceptual Design, 4, 30–31, 102–125
  analysis/evaluation of baseline information, 102–105
  Art Framework, 114
  character imagery, 118–119
  checklist for, 102
  Community Framework, 113
  components of, 34–35
  concept formation, 116
  construction budget, 123
  construction costs estimate, 35
  coordination needs, 35
  cost model, 123–124
  design brief, 34
  design character, 35
  design frameworks, 35
  design intent, 34, 109–111
  design models, 120, 122
  design precedents, 35
  design principles, 35
  design studies, 35, 116–118
  dilemma and thesis, 34
  documentation characterization, 34
  Economic Framework, 114
  Environmental Framework, 113
  illustrative drawings, 120
  parti, 35
  parti diagrams, 114–115
  performance metrics, 35
  perspective renderings, 120, 121
  phasing plan, 35, 124–125
  preliminary project program, 34
  principles and typological precedents, 110, 112
  project program, 105–110
  purpose of, 34
  site analysis and evaluation, 34
Conceptual diagramming (Schematic Design), 13
Conceptual site phasing plan, 124–125
Conditions of the Contract, 55
Conformance review (Construction Documentation), 59–60
Construction Budget, 200
  Conceptual Design, 123
  Pre-Design, 32
  Schematic Design, 13, 198–201
Construction costs estimate:
  Conceptual Design, 35
  Construction Documentation, 64
  Design Development, 54
  Estimate of Probable Construction Costs, 198–201
Construction details (Design Development), 13
Construction Documents:
  in-progress, 13
  relationship between specifications and drawings, 21
Construction Documentation (CD), 4, 5, 202
  AIA CAD layer guidelines, 59
  best practices, 58–64
  checklist for, 202
  common shortcomings in, 56–57
  compliance actions, 64
  components of, 63–64
  Composite Reference Sections, 340–343
  conformance review, 59–60
  construction cost estimate, 64
  Cover Sheet, 63, 215–219
  and critical path sequencing, 14, 15
  defining the documents, 55
  Design Development distinguished from, 7, 41–42
  digital models in, 22
documentation characterization, 57–58
elevations, 64
Enlargement Plans, 64
final Specifications, 64
formalized drawing-specification coordination, 60–62
General Information Sheet, 63, 246–248
Grading Sections, 64
graphic diligence, 62–63
and interdisciplinary, 15
interface of Design Development and, 47–48
irrigation details, 64
Irrigation Plan, 64
Key Plan, 63, 233–236
Layout Plan, 15
Planting Details, 64, 411
Planting Plan, 64
Plant Protection and Removal Plan, 63, 258–261
purpose of, 14, 55–56, 202
questions to ask during, 12
Erosion and Sedimentation Control Plan, 64
Shrub and Groundcover Planting Plan, 64, 388–389
Site Composite Sections, 64
Site Demolition Plan, 64, 269–270
Site Details, 64, 360–364
Site Furnishings Plan, 64
Site Grading and Drainage Plan, 64, 321–325
Site Layout Plan, 64, 298–303
Site Lighting Plan, 64, 333–335
Site Materials Plan, 64, 279–281
Site Reference Plans, 63, 225–227
Site Soils Plan, 64, 395–396
standardized formatting in, 58–59
subconsultant drawings, 64
Tree Planting Plan, 64, 375–376
Unresolved issues list, 64
Construction mock-ups:
  Design Development, 46–47
  role of, 240–241
Construction sequence, sheets organized to coincide with, 72
Construction Specifications Institute (CSI), 21, 55, 57, 61, 191
Construction Specifications Writing (Kalin, Rosen, Weygant, and Regener), 62
Consultant roles, as Pre-Design parameter, 13
Content for documents, establishing, 7
Context Framework (Schematic Design), 37, 38, 135–137
Continuing education, 5
Contract Documents, 21
drawings and specifications in, 55
organization of, 83–84
Contracting Requirements, 55
Contractor, 55
Contractual agreement, 55
Contractual work scope, 13, 55
Coordination drawings (Design Development), 54
Coordination needs:
  Conceptual Design, 35
  Design Development, 40, 52–53
  Pre-Design, 32–33
  Schematic Design, 38, 39
Coordination processes:
  architectural, 16
  landscape architectural, 16
Cost, quality and, 6
Cost estimates, 123, 198–201. See also
  Construction costs estimate
  Conceptual Design, 35
  Construction Documentation, 64
  Design Development, 13, 48–49, 52, 54
  Schematic Design, 39, 198–201
Cost model:
  Conceptual Design, 123–124
  Schematic Design, 13, 38, 39, 198–201
Cost overruns, quality of documentation and, 11
Cost requirements (Schematic Design), 13
Council for Landscape Architectural Registration Boards (CLARB), 5
Cover Sheet:
  Construction Documentation, 63, 215–219
distinctions/relationships between DD and CD, 206
  Schematic Design, 38, 127–129
Critical path sequences, 14–15. See also
  Transitional thresholds
Critical success factors, 97
of clients, identifying, 95
in Schematic Design, 138, 139
Cross-referencing, 26
on drawings, 26–27
within specifications, 27
X-refs subfolder, 67–68
CSI, see Construction Specifications Institute
Data:
  hierarchical system for, 18
  in Pre-Design, 31
DD, see Design Development
DD-CD continuum principle, 47–48
decision-making accountability, in Design Development, 47
Deliverables, 98
Design:
  to budget, 48–49
  interdependence of documentation and, 10
Design alternatives:
  Conceptual Design, 34, 116–119
  Pre-Design, 30
  Schematic Design, 13, 36, 38
design and documentation process, 4–5
documentation principles, 10–17
  operational principles, 18–28
phases of, 4. See also individual phases
synergies in, 10–11
training for, 8
Design brief (Conceptual Design), 34, 109–111
Design character (Conceptual Design), 35
Design Development (DD), 4, 40–54, 202
checklist for, 202
compliance actions, 54
components of, 53–54
Composite Reference Sections, 336–339
Composite Sections, 53
construction cost estimate, 54
Construction Documentation distinguished from, 7, 41–42
coordination drawings, 54
coordination needs, 52–53
Cover Sheet, 53, 206–215
and critical path sequencing, 14, 15
and DD-CD continuum principle, 47–48
decision-making accountability in, 47
designing to budget, 48–49
documentation characterization, 42–43
document review process, 50–52
document set mock-up, 44–47
elevations, 53
Enlargement Plans, 53
General Information Sheet, 53, 232, 236–245
Grading Sections, 53
and interdisciplinary, 15
interface of Construction Documentation phase and, 47–48
irrigation details, 54
Irrigation Plan, 54
Key Plan, 228–233
Landscape Grading and Drainage Plan, 53
Landscape Lighting Plan, 53
Layout Plan, 15, 53, 281–297
Lighting Plan, 15, 53
Outline Specifications, 54
Planting Details, 53, 397–407
Planting Plan, 53
Plant Protection and Removal Plan, 53, 249–257
purpose of, 13–14, 40–41, 202
quality management in, 49–50
questions to ask during, 12
Erosion and Sedimentation Control Plan, 53
sheet organization, 204–205
Shrub and Groundcover Planting Plan, 377–387
Site Demolition Plan, 7, 53, 262–268
Site Details, 53, 342, 344–359
Site Furnishings Plan, 54
Site Grading and Drainage Plan, 53, 304–320
Site Layout Plan, 53, 281–297
Site Lighting Plan, 53, 326–332
Site Materials Plan, 53, 271–278
Site Reference Plans, 53, 220–224
Site Soils Plan, 53, 390–394
subconsultant drawings and specifications, 54
three-dimensional emphasis in, 22, 46–47
title block, 203–205
Tree Planting Plan, 365–374
Unresolved issues list, 54
Design documentation, 4, 10. See also Design and documentation process
Design drawings, see Composite documentation
Design framework (Conceptual Design), 34, 35
Design intent, 109–111
Conceptual Design, 34, 35, 109–111
Design Development, 40
Schematic Design, 36
Design models (Conceptual Design), 120, 122
Design practices, elevating and upgrading, 3–4
Design precedents, 97. See also Precedential issues
Design principles:
Conceptual Design, 35
Schematic Design, 36, 38, 138, 139
Design quality, evaluating, 11–12
Design reviews, 8
Design Development, 13, 49–50, 52
Schematic Design, 13
Design studies:
Conceptual Design, 35, 116–118
Schematic Design, 36
Details. See also Site Details
Construction Documentation, 14, 42
defined, 14
Design Development, 42
Schematic Design, 186–190
Detailed work scope (Pre-Design), 31, 33
Detail reference symbol, 80
Details subfolder, 68
Detail systems:
mock-up of, 44
Schematic Design, 36
Digital models, 22
Conceptual Design, 120–122
Design Development, 46
Digital organization of documentation, 66–70
Dilemma:
in Conceptual Design, 34–35, 109
in Pre-Design, 13
project, 96, 109
in Schematic Design, 38, 138, 139
in sustainable design process, 96
Discrepancies (Construction Documentation), 56–57
Divisions, 84
Do, Ellen Yi-Luen, 10
Documentation:
composite, 22–23, 38, 39, 42
defined, 4, 8
Design Development, 52
interdependence of design and, 10
of performance metrics, 99–100
Schematic Design, 39

Documentation characterization:
  Conceptual Design, 30, 34
  Construction Documentation, 57–58
  Design Development, 42–43
  Pre-Design, 30–31
  Schematic Design, 36–37

Documentation practices, 66–92. See also Best practices
  composition of document set, 70–75
digital organization, 66–70
drawing-specification relationships, 82–92
elevating and upgrading, 3–4
graphic symbol system, 80–81
keynote system, 75–79

Documentation principles, 10–28
  operational, 18–28
  organizational, 10–17

Documentation quality:
  criteria for, 12
  implementation quality and, 11–12

Documentation Standards, see Documentation practices

Document reviews:
  Design Development, 49–52
  and responsiveness to comments, 51–52

Document set, 6–7, 70–75

Document Set Mock-Up, 7, 44–47, 72

Drafting conventions, in UDS system, 59

Drawings, 82–84
  composite, 22–23
  in Contract Documents, 55
cross-references on, 26–27
  emotions conveyed by, 37
  formalized drawing-specification coordination, 60–62
  graphics focusing on purpose of, 23–24
grouping, 71
  redundancy between, 19–20
  redundancy between specifications and, 20

relationship between specifications and, see
  Drawing-specification relationships
  schematic, 37
  specifications distinguished from, 61
  subconsultant, 54

“Drawing as a Means to Design Reasoning” (Ellen Yi-Luen Do and Mark D. Gross), 10

Drawing Coordination Checklist, 61

Drawing set organization, in UDS system, 58

Drawing-specification relationships, 21, 82–92
  Construction Documentation, 14
coordination of, 60–62
divisions, 84
drawings, 82
  methods of specifying, 86–87
  organization of Contract Documents, 83–84
  Project Manual production, 86
  redundancy, 20
  specification language, 87–88
  specifications, 82–84
  specification sections preparation, 85–86

Easement lines, 81

Economic Framework (Conceptual Design), 114

Einstein, Albert, 13

Elevations:
  as composite drawings, 22–23
  Construction Documentation, 64
  Design Development, 52, 53
  Schematic Design, 38, 39, 184–185

Elevation reference symbol, 80

Emotions, conveyed by drawings, 37

Engineering drawings, see Composite documentation

Enlarged-scale interdisciplinary documentation, 13

Enlargement Plans:
  Construction Documentation, 64

cross-referencing, 26

Design Development, 53
  reference symbol for, 80

Environmental Framework (Conceptual Design), 113

Errors of inconsistency, 19

Estimate of Probable Construction Costs, 198–201

Existing conditions:
  on plans, 63. See also individual documents
  Site Survey/Existing Conditions Plan, 132–134

Fees, preparing, 7

File-naming conventions, 68

Final Specifications (Construction Documentation), 64

Folder structure, 66–68

Full specifications, 82
  Masterformat for, 82
  sample, 91–92

General contractor, 55

General Information Sheet:
  Construction Documentation, 63, 235, 246–248
  DD–CD relationships, 236
  Design Development, 53, 232, 236–245

General notes, 63

GIS (Geographic Information Systems), 100
  Pre-Design data topics, 101
  Site Analysis Mapping, 103

Goals:
  of clients, identifying, 95
  in Conceptual Design phase, 109
  SMART, 99
  sustainable design, 97

Grading and Drainage Plan:
  Landscape, 53
  Site, see Site Grading and Drainage Plan

Grading Plan:
civil and landscape, 321
Design Development, 7
subject and reference elements on, 19

Grading Sections:
Construction Documentation, 64
Design Development, 53

Graphic(s):
clarity of, 25
communication as purpose of, 25
in Conceptual Design, 106–108
establishing, 8
operational principles for, 23–25
rules of thumb for, 62–63
standards for, 82

Graphic requirements/recommendations:
CD Cover Sheet, 217
CD General Information Sheet, 246
CD Grading and Drainage Plan, 324
CD Key Plan, 233
CD Planting Details, 409
CD Plant Protection and Removal Plan, 259
CD Shrub and Groundcover Planting Plan, 388
CD Site Demolition Plan, 269
CD Site Details, 361
CD Site Layout Plan, 300
CD Site Lighting Plan, 333
CD Site Materials Plan, 279
CD Site Reference Plans, 225
CD Site Soils Plan, 395
CD Tree Planting Plan, 375
character imagery, 118
Context Framework, 136
cost model, 123
DD Composite Reference Sections, 337
DD Cover Sheet, 211
DD General Information Sheet, 241–242
DD Key Plan, 229
DD Planting Details, 399–402
DD Plant Protection and Removal Plan, 253–254
DD Shrub and Groundcover Planting Plan, 383–384
DD Site Demolition Plan, 263–264
DD Site Details, 346–349
DD Site Grading and Drainage Plan, 312–313
DD Site Layout Plan, 293–295
DD Site Lighting Plan, 328–329
DD Site Materials Plan, 273–275
DD Site Reference Plans, 221–222
DD Site Soils Plan, 392
DD Tree Planting Plan, 370–371
design alternatives, 118, 119
design precedents and principles, 112
parti plan, 115
perspective renderings and illustrative drawings, 120
phasing, 124–125
Preliminary Project Descriptions, 194–195
SD Cover Sheet, 128
SD Estimate of Probable Construction Costs, 199
SD illustrative sections and elevations, 184
SD Illustrative Site Plan, 141–143
SD illustrative visualizations, 181
SD Materials Palette, 156
SD Planting Palette, 177
SD Shrub and Groundcover Planting Plan, 172–173
SD Site Furnishings Plan, 153
SD Site Grading and Drainage Plan, 166
SD Site Lighting Plan, 151
SD Site Materials Plan, 146–148
SD Site Protection and Removal Plan, 143–144
SD sketch details, 188
SD Tree Planting Plan, 168–169
Site Survey/Existing Conditions Plan, 133, 134
Graphic scale bar, 63
Graphic symbols, 80

Graphic symbol system, 80–81
in AIA CAD Layer guidelines, 59
graphic symbols, 80
linetype symbols, 81

Gross, Mark D., 10

Hardscape Site Reference Plans:
Construction Documentation, 225, 226
Design Development, 220–221, 223
Harvard University, 4
Hierarchical data system, 18

Identification of lines/graphics, 63
Illustrative drawings:
Conceptual Design, 120
Design Development, 52
project program, 107
Schematic Design, 13, 39
Illustrative elevations (Schematic Design), 38
Illustrative graphics, 25
Illustrative Site Plan (Schematic Design), 140–143
Illustrative visualizations (Schematic Design), 181–190
Implementation contract, Construction Documentation as, 14. See also Construction Documentation (CD)
Implementation quality, documentation quality and, 11–12
Inconsistency, errors of, 19
Informational Hierarchy, 18, 24
Innovation opportunities, in Pre-Design, 32, 33
In-progress Construction Documents, 13
Intent. See also Design intent
in Construction Documentation, 55–56
defining, 13
Interdisciplinary, 8
in Construction Documentation, 14
defined, 25
in Design Development, 13, 40–41
interdisciplinary alignment, 15–16, 26, 37
interdisciplinary coordination, 25–26, 40–41
leadership by landscape architects in, 3
in Schematic Design, 13
Interference checking, 27–28
Internal design budget, 98
Internal kick-off meeting (Pre-Design), 97–98
Inventory and data collection (Pre-Design), 99, 101
Irrigation details:
  Construction Documentation, 64
  Design Development, 54
Irrigation Plan:
  Construction Documentation, 64
  Design Development, 54
Kalin, Mark, 62
Key dilemma, 13. See also Dilemma
Keynotes, 75–79, 240
cross-referencing, 26
labeling methods with, 70
on plans, 63
Site Detail Keynotes, 75–77, 240
Site Reference Notes, 77–79, 240
Key Plan:
  Construction Documentation, 63, 233–236
  Design Development, 228–233
distinctions/relationships between DD and CD, 228
Key questions (Pre-Design), 32
Key relationships, graphics highlighting, 24
Kick-off meetings:
  Design Development, 43
to frame and prioritize metrics, 99
Pre-Design, 97–98
Labels, 63
Labeling guidelines, 69–70
Landscape architects:
as both generalists and specialists, 43
guidelines and requirements for, 5–6
as interdisciplinary leaders, 3
as subconsultants, 75
Landscape architecture, 3–4
coordination processes in, 16
defined, 4
elevating/upgrading design and documentation practices, 3–4
Landscape architecture budget, 123
Landscape architecture program, 109–110. See also Program
Landscape Architecture Registration Exam, 5
Landscape Grading and Drainage Plan (Design Development), 53
Large projects, 209
  CD Cover Sheet, 219
  CD General Information Sheet, 248
  CD Key Plan, 234
  DD Cover Sheet, 213
  DD General Information Sheet, 245
  DD Key Plan, 229–230, 232
defined, 209
  sheet series organization for, 73–74
Layout and master drawings, see Composite documentation
LEED (Leadership in Energy and Environmental Design), 4, 200
Legends, 63
Liability, 6
Licensure, 4
Lighting Plan:
  Construction Document, 15
  Design Development, 15, 53
  Landscape, 53
  Site, see Site Lighting Plan
Limit of work line, 81
Linetype symbols, 81
Line weight hierarchy, 63
Literature reviews, 8–9
Masterformat, 82
Master project schedule, 98
Matchlines, 80
Material mock-ups (Design Development), 46–47
Materials Palette (Schematic Design), 38, 156–164
Mature tree protection zone, 249
Meason, Gilbert Laing, 4
Metrics, 36. See also Performance metrics
Mission:
of clients, identifying, 95
in Conceptual Design, 34, 109
in Schematic Design, 36
Mock-ups:
  component, 46–47
  construction, 46–47, 240–241
  Design Development, 13, 44–47
detail systems, 44
document set, 44–47, 72
  material, 46–47
  on-site, 47
  Pre-Design, 30
  of sheets, 44
  of specifications, 44
Models:
  design, 120, 122
digital, 22, 46, 120–122
  physical study, 120, 122
  study, 38, 46
Modeling (Design Development), 13
Narrative principles, in Schematic Design, 13, 36
National CAD Standard (NCS), 58, 59
National Institute of Building Sciences, 60
North arrow, 63
Notations, in UDS system, 59
Notes, General, 63. See also Keynotes
Numbering protocols, 72
Objectives:
- Conceptual Design, 34
- Pre-Design, 31
- Schematic Design, 36

Olmsted, Frederick Law, 4

On-site mock-ups (Design Development), 47

Operational principles, 18–28
- composite documentation, 22–23
- cross-referencing, 26–27
- eliminating redundancy, 19–21
- graphic presentation of information, 23–25
- hierarchical system for data, 18
- interdisciplinary coordination, 25–26
- interference checking, 27–28
- reference elements, 18–19
- relationship between drawings and specifications, 21
- resolution, 28
- singular purpose of each document, 18
- subject elements, 18–19
- three-dimensional design and documentation, 21–22

Organization:
- of Contract Documents, 83–84
- digital, 66–70
- of sheets in document sets, 70–75
- of specifications, 82

Organizational principles, 10–17
- design and documentation synergies, 10–11
- interdisciplinary alignment, 15–16
- purposes of each documentation phase, 12–14
- quality of documentation related to implementation quality, 11–12
- thresholds and critical path sequences, 14–15

Working in Context, 16–17

Organizational protocols:
- in AIA CAD Layer guidelines, 59
- consistent use of, 66
- Organizational strategies, 17
- Organizational structure, in Design Development, 43
- Orientation, 5
- Outline Specifications, 82
  - in Design Development, 14, 54
  - Masterformat for, 82
  - sample, 91
- Owner-Contractor Contract, 21

Parameters, 12–13
- Conceptual Design, 34
- defined, 30
- established in Pre-Design phase, 30–33

Parti (big idea):
- in Conceptual Design, 35, 114–115
- in Schematic Design, 37, 38

Performance matrix, 100

Performance metrics, 97
- Conceptual Design, 34, 35, 109
- Design Development, 13, 40–41, 52
- Pre-Design, 99–100
- quantifying, 13
  - Schematic Design, 13, 36, 38, 39, 138

Perspective renderings:
- Conceptual Design, 120, 121
- Schematic Design, 181–183

Phasing diagram (Schematic Design), 38

Phasing plan (Conceptual Design), 35, 124–125

Phrases, on plans, 63

Physical study models (Conceptual Design), 120, 122

Plans. See also individual plans
- in Construction Documentation, 14
- defined, 14
- graphics for, 62–63
- interference checking, 27–28
- size and scale of, 62

Plan enlargement, cross-referencing, 26. See also Enlargement Plans

Plan interference checking, 27–28

Planting Details:
- Construction Documentation, 64, 411
- Design Development, 53, 397–407
- distinctions/relationships between DD and CD, 398

Planting Palette (Schematic Design), 176–180

Planting Plan. See also Shrub and Groundcover Planting Plan; Tree Planting Plan
- Construction Documentation, 64
- Design Development, 53
- subject and reference elements on, 19

Plant Protection and Removal Plan:
- Construction Documentation, 63, 258–261
- Design Development, 53, 249–257
- distinctions/relationships between DD and CD, 250

Informational Hierarchy for, 24

Plot styles, 70

Plotting guidelines:
- in CAD Standards Manual, 70
- in UDS system, 59

PMP (Project Management Plan), 97–98

PPDs, see Preliminary Project Descriptions

Practices, see Best practices; Documentation practices

Precedential issues:
- in Conceptual Design, 35, 110, 112
- in Pre-Design, 32
- in Schematic Design, 38

Precedential Issues and Objectives, 12

Precedent Imagery Board, 112

Pre-Design, 4, 30–33, 94–101
- base plan, 32
- best practices, 99–100
- checklist for, 94
- client interview, 31
client work session, 94–97
code review, 32
components of, 31–32
construction budget, 32
coordination needs, 32–33
and critical path sequencing, 15
detailed work scope, 31
documentation characterization, 30–31
GIS-based data topics, 100–101
inventory and data collection, 99, 101
key questions, 32
precedential issues and parameters, 32
preliminary program, 32
project performance metrics, 99–100
project team collaboration and coordination, 98–99
purpose of, 12–13, 30
questions to ask in, 31
research needs/opportunities to innovate, 32
review and approval processes, 32
site investigation, 32
soils and geotechnical analysis, 32
strategic kick-off meeting, 97–98
user interviews, 32
work plan, 31
Preferred plan, in Schematic Design, 38
Preliminary Design phase, 93–201. See also
individual phases
components of, 93–94
Conceptual Design in, 93, 102–125
Pre-Design in, 93–101
prerequisites for, 93
Schematic Design, 93, 126–201
Preliminary program:
in Conceptual Design, 34, 35
in Pre-Design, 32, 33
Preliminary Project Descriptions (PPDs), 82
sample, 90
Schematic Design, 39, 191–197
Preliminary specifications (Design Development), 14
Primary subfolder, 67
Principles:
Conceptual Design, 34, 110, 112
design, 35, 36, 38
documentation, 10–28
narrative, 13, 36
operational, see Operational principles
organizational, see Organizational principles
Procurement Requirements, 55
Program:
of clients, identifying, 95–96
Conceptual Design, 34, 35, 105–110
Design Development, 52
Pre-Design, 32, 33
preliminary, 32–35
Schematic Design, 13, 38, 39
Program scope (Schematic Design), 36
Project budget, in Conceptual Design, 109
Project dilemma, 96, 109
Project management, 5
Project Management Plan (PMP), 97–98
Project Manual, 55
in Construction Documentation, 83
production of, 86
Project planning, 17
Project Resource Manual (CSI), 57
Project schedule, 98
Project team:
collaboration and coordination with, 98–99
organization of, 98–99
roles and responsibilities of, 98
Project thesis, 96
Project work scope, 7
Property lines, 81
Proposed construction, existing conditions vs., 63
Protection and removal plans:
plant, see Plant Protection and Removal Plan
Server, 143–145
Quality:
of built projects, 6
of documentation and implementation, 11–12
wide-ranging levels of, 4
Quality assurance, 5–6
defined, 6, 50
Design Development, 49–51
Quality-Assurance Plan, 50–51
Quality Assurance reviews, 6, 8
Quality control, 6
Design Development, 49–51
Quality improvement, 6, 50
Quality Leader, 8
Quality management, 5–6
components of, 6, 50
defined, 49
in Pre-Design phase, 98
role of, 8
Rapid cycling, 97
Redundancy, 19–21
in Construction Documentation, 56
between drawings, 19–20
between drawings and specifications, 20
“say it once” principle, 19
in specifications, 20–21
References:
cross-referencing, 26–27, 67–68
finding, 11
on plans, 63
Reference elements, 18, 19
Refinement, of abstract notions, 11
Regulatory requirements, in Schematic Design, 13
Requests for Information (RFIs), 12
Research needs, in Pre-Design, 32, 33
Resolution, 28
  in Design Development, 40, 41
  in interference checking, 28
Resource drawings:
  referencing of, 75
  and unused series, 72
Reviews:
  client, 52
  code, 32, 33, 52
  conformance, 59–60
  design, 8, 13, 49–50, 52
  document, 49–52
  literature, 8–9
  Quality Assurance, 6, 8
Review process, in Pre-Design, 32
Revision blocks, 217
Revision cloud and callout symbol, 80
RFIs (Requests for Information), 12
Right of way lines, 81
Risk and Change Management Plan, 98
“Say it once” principle, 19
Scalar organization (Schematic Design), 36
Schedule(s):
  master project, 98
  in Pre-Design, 13
  project, 98
  quality of documentation and delays in, 11
  in UDS system, 58
Schematics, 37
Schematic Design (SD), 4, 36–39, 126–201
  character images, 38
  checklist for, 126
  compliance issues, 38
  components of, 38–39, 127
  components palette, 38
  composite sections, 38
  Construction Budget, 198–201
  construction costs estimate, 39
  Context Framework, 135–137
  contextual framework plan, 38
  coordination needs, 38, 39
  cost model, 38
  Cover Sheet, 38, 127–129
  and critical path sequencing, 15
  design alternatives, 38
  design precedents, 38
  design principles, 38
  dilemma and thesis, 38
  documentation characterization, 36–37
  Estimate of Probable Construction Costs, 198–201
  flexibility during, 11
  illustrative elevations, 38
  Illustrative Site Plan, 140–143
  illustrative visualizations, 181–190
  and interdisciplinary, 15
  Materials Palette, 38, 156–164
  parti, 38
  performance metrics, 38
  perspective renderings, 181–183
  phasing diagram, 38
  Planting Plan, 176–180
  preferred plan, 38
  Preliminary Project Descriptions, 39, 191–197
  program, 38
  purpose of, 13, 36, 126
  questions to ask during, 12
  sections and elevations, 184–185
  Shrub and Groundcover Planting Plan, 172–175
  site assessment, 38
  Site Cost Model, 198–201
  Site Furnishings Plan, 153–155
  Site Grading and Drainage Plan, 165–167
  Site Lighting Plan, 149–152
  Site Materials Plan, 146–148
  Site Protection and Removal Plan, 143–145
  Site Survey/Existing Conditions Plan, 132–134
  sketch details, 38, 186–190
  study models, 38
  sustainable design process, 138–139
  Table of Contents, 130–131
  three-dimensional drawings, 38
  Tree Planting Plan, 168–171
Scope:
  program, 36
  of work, see Work scope
SD, see Schematic Design
Sections:
  as composite drawings, 22–23
  cross-referencing, 26
  Design Development, 52
  Schematic Design, 38, 39, 184–185
  Section reference symbol, 80
Erosion and Sedimentation Control Plan:
  Construction Documentation, 64
  Design Development, 53
Sheets, mock-up of, 44
  Sheet composition, in AIA CAD Layer guidelines, 59
  Sheet formatting, in AIA CAD Layer guidelines, 59
  Sheet Index revision blocks, 217
  Sheet organization, 70–75
  in AIA CAD Layer guidelines, 59
  Design Development, 204–205
  in UDS system, 58
Sheets subfolder, 67
  Shrub and Groundcover Planting Plan:
    Construction Documentation, 64, 388–389
    Design Development, 377–387
    distinctions/relationships between DD and CD, 377–378
    Schematic Design, 172–175
Site Analysis and Evaluation, 103–104
  in Conceptual Design, 34, 109
  in Pre-Design, 33
Site assessment (Schematic Design), 38
Site Composite Sections (Construction Documentation), 64
Site Cost Model (Schematic Design), 198–201
Site Demolition Plan:
  Construction Documentation, 64, 269–270
  Design Development, 7, 53, 262–268
  distinctions/relationships between DD and CD, 262
Site Details:
  Construction Documentation, 64, 360–364
  DD Composite Reference Sections, 336–339
  Design Development, 53, 342, 344–359
  distinctions/relationships between DD and CD, 344
Site Detail Keynotes, 75–77, 240
Site Furnishings Plan:
  Construction Documentation, 64
  Design Development, 54
  Schematic Design, 153–155
Site Grading and Drainage Plan:
  Construction Documentation, 64, 321–325
  Design Development, 53, 304–320
  distinctions/relationships between DD and CD, 304–305
  Schematic Design, 165–167
Site Grading Plan (Design Development), 7
Site investigation (Pre-Design), 32
Site Layout Plan:
  Construction Documentation, 15, 64, 298–303
  Design Development, 7, 8, 15, 53, 281–297
  distinctions/relationships between DD and CD, 281
  Informational Hierarchy for, 24
Site Lighting Plan:
  Construction Documentation, 64, 333–335
  Design Development, 53, 326–332
  distinctions/relationships between DD and CD, 326
  Schematic Design, 149–152
Site Materials Plan:
  Construction Documentation, 64, 279–281
  Design Development, 7, 8, 53, 271–278
  distinctions/relationships between DD and CD, 271–272
  Schematic Design, 146–148
Site phasing plan, conceptual, 35, 124–125
Site Program (Conceptual Design), 105–108. See also Program
Site Protection and Removal Plan (Schematic Design), 143–145
Site Reference Notes, 77–79, 240
Site Reference Plan:
  Construction Documentation, 63, 225–227
  Design Development, 53, 220–224
  distinctions/relationships between DD and CD, 220
Site Soils Plan:
  Construction Documentation, 64, 395–396
  Design Development, 53, 390–394
  distinctions/relationships between DD and CD, 390
Site Survey/Existing Conditions Plan, 132–134
Sketch details (Schematic Design), 38, 186–190
SKO, see Strategic kick-off meeting
Small projects, 209
  CD Cover Sheet, 218
  CD General Information Sheet, 247
  CD Key Plan, 234
  DD Cover Sheet, 213
  DD General Information Sheet, 244
  DD Key Plan, 228, 231
defined, 209
  sheet series organization for, 73
SMART goads, 99
Softscape Site Reference Plans:
  Construction Documentation, 225, 227
  Design Development, 220–223
Soils and geotechnical analysis (Pre-Design), 32
Soils plan, see Site Soils Plan
Spatial organization:
  in Schematic Design, 36
  in schematic studies, 13
Special Conditions Requirements:
  Construction Documentation, 258
  Design Development, 253
Specifications, 83–84
  in Contract Documents, 55
  cross-references, 27
  defined, 83
  in Design Development, 14
drawings distinguished from, 61
formalized drawing-specification coordination, 60–62
language for, 87–88
methods of specifying, 86–87
mock-up of, 44
organization of, 82
preparing sections, 85–86
redundancy between drawings and, 20
redundancy in, 20–21
relationship between drawings and, see Drawing-specification relationships samples, 91–92
subconsultant, 54
Specifications Checklist, 89
Specification Coordination Checklist, 61
Specification Takeoff Form, 61
Staff roles and responsibilities, as Pre-Design parameter, 13
Standards, 20–21
  CAD Standards Manual, 66, 68–70
  for graphics, 82
  National CAD Standard, 58, 59
Index

Standardized formatting, in Construction Documentation, 58–59
Strategic kick-off meeting (SKO):
  to frame and prioritize metrics, 99
Pre-Design, 97–98
Studies subfolder, 68
Study models:
  Design Development, 46
  physical, 120, 122
  Schematic Design, 38
Subconsultant, landscape architect as, 75
Subconsultant drawings:
  Construction Documentation, 64
  Design Development, 54
  ordering of, 74
  and unused series, 72
Subconsultant specifications (Design Development), 54
Subject elements, 18–19, 22
Supplemental drawings:
  referencing of, 75
  and unused series, 72
Sustainability, 3
Sustainable design:
  on DD Site Materials Plan, 276
  defining process for client, 96
  goals of, 97
  key components of, 96–97
  in Pre-Design, 101
  in Schematic Design, 138–139
Sustainable Sites Initiative, 4
Symbols. See also individual documents
  clarity of, 63
  in UDS system, 59
Synergies, in design and documentation, 10–11
Table of Contents (Schematic Design), 130–131
Terms, in UDS system, 59
Text placement, in AIA CAD Layer guidelines, 59
Thesis:
  in Conceptual Design, 34, 35, 109
  in Pre-Design, 30
  in Schematic Design, 13, 36, 38, 138, 139
Three-dimensional character:
  in Schematic Design, 39
  in schematic studies, 13
Three-dimensional design and documentation, 13, 21–22
Three-dimensional design resolution (Design Development), 41
Three-dimensional drawings:
  in Design Development, 52
  perspective renderings, 181–183
  project program, 107
  in Schematic Design, 38
Three-dimensional interference checking, 28
Three-dimensional studies (Design Development), 22, 46–47
Title block (Design Development), 203–205
Topography lines, 81
Training, 8
Transitional thresholds, 14–15
Tree Planting Plan:
  Construction Documentation, 64, 375–376
  Design Development, 365–374
  distinctions/relationships between DD and CD, 365
  Schematic Design, 168–171
Tufte, Edward, 23–25
UniFormat (CSI), 82, 191–194
Uniform Drawing System (UDS), 58–59
Unresolved issues list:
  Construction Documentation, 64
  Design Development, 54
Unused series, handling, 72
User interviews, in Pre-Design, 32
Utility lines, 81
Value engineering, in Construction Documentation, 14
Verbosity, in Construction Documentation, 57
Vision:
  articulated in kick-off meeting, 97
  of clients, identifying, 95
  in Conceptual Design, 34, 109
  of project outcome, 30
Wall Detail, subject and reference elements on, 19
Watering, during construction period, 260
Water level lines, 81
Whole Building Design Guide (National Institute of Building Sciences), 60
Work by others, cross-referencing, 26, 27
Working in Context, 16–17
Work plan (Pre-Design), 31
Work product definition (Pre-Design), 13
Work scope, 7
  contractual, 13, 55
  detailed, in Pre-Design phase, 31, 33
XCONSULT subfolder, 68
X-refs subfolder, 67–68