

HRH Architects, Inc.

Designing the Future

LIST OF INTERIOR DESIGN and CONTRACT PURCHASING SERVICES

3-D COLOR RENDERINGS	Illustrate your new interior design, look and feel in a 3-D color model rendering. This process crystallizes the interior look you want to create before you commit money to building it.
INTERIOR DESIGN	Select colors and coordinate all interior elements.
SPACE PLANNING	Design your interior space from a practical, functional and aesthetic viewpoint.
INTERIOR PRESENTATION	Present for your review all fabrics, finishes, furniture, art and accessories before ordering.
INTERIOR FINISH	Create your interior finish program with regards to function, codes, aesthetics and budget.
BID PACKAGES	Create bid package and book of selected furniture, art and accessories with generic specifications for bidding purposes directed at manufacturers.
BIDDING PROCESS	Submit bid packages to manufacturers and consult with you to award contracts to successful bidders.
NEGOTIATION PROCESS	Negotiate terms of direct sale and payment with manufacturers, obtaining the finest quality at the lowest prices, while staying within budget.
CONTRACT PURCHASING	Purchase furniture, art, accessories and other interior décor with emphasis on quality, value and integrity of product.
PURCHASE ORDER PRODUCTION	Transfer bid information and specifications to produce purchase orders to ensure quality and integrity of production based upon approved bids.
SAMPLES REVIEW	Review samples of submitted bids for quality and integrity.
EXPEDITING AND PURCHASING	Expedite all of your orders after review of bids and samples is complete and you have committed to specific manufacturers.
PROJECT MANAGEMENT	Period follow up with manufacturers to ascertain availability of materials, production schedules and shipping dates. Work with contractors to answer questions regarding finishes, schedules and receipt of furniture.
FURNITURE PLACEMENT	Expert placement of furniture, artwork, plants and other interior décor ordered through HRH.
PUNCH LIST	Assist in correcting any damaged shipments, incorrect shipments or incorrect production of specified items.

