



We Build the Invisible

Drawing and Engineering Service

The drawing and engineering portion of a project is typically the most time consuming portion of the project. In order for all of us as a team to meet the schedule of completion for your project it is important to keep in mind the following key milestones and time required.

1. **RELEASE TO START PROJECT DRAWINGS.** When we start the drawing process will be determined by the current schedule of the drafting department. Typically allow 2-3 weeks before we are able to start. During this time please submit all up to date drawings and specifications for the job.
 - a. If possible please request cad (.dwg format) files from the architect. If we have to convert (pdf to dwg) files we cannot use a scanned copy, only computer generated (pdf) files will import. If we have to import (pdf's) into our cad software please allow ½ day for each page to import and clean up.
 - b. Any other manufacturer's products not supplied by SADEV, but must be incorporated into our drawings, need to be supplied in (.dwg format) and sized to the projects specifications. SADEV USA is not responsible for detailing and accuracy of other manufacturer's products.
 - c. Any details from either the architectural drawings or other manufacturer's drawings that are not supplied or available will be left as a minimal detail on our drawings.
 - d. We accept 3D (.step, etc.) files developed from scans of the specific scope of work. We do not accept point clouds.

Having this information will prevent delays during the drawing process. If there are delays getting information needed to produce the initial set of drawings it may be necessary for us to move to other work which may cause delays.

2. **1st SUBMITTAL.** The completion of the first submittal drawings will depend on the size and scope of the project and our current schedule. Please consult with us once released so that we can work with you to try and meet you schedule for the initial submittal.
3. **REVIEW PROCESS.** Architects and GC's are typically allowed 30 days to review and mark-up any changes needed. We allow for 2 minor revisions in our drawing pricing, further submittals may be charged at a quoted amount or an hourly rate of \$85 per hour. Please factor in time for the review process.
4. **SUBSEQUENT SUBMITTALS.** Typically we will start the revision process within one week of receiving the marked up drawings. We will only work from mark-ups on our submitted set of drawings. We will attempt to turn around the revised set as soon as possible.
5. **FIELD VERIFIED DIMENSION REVISIONS.** We allow for one revision based on field verified dimensions. SADEV is not responsible for the accuracy of field layout and dimensions.

- a. Depending on the complexity of the project a LIDAR scan may be recommended. SADEV can supply this service at an additional cost or the customer may contract or perform these services and supply us with a 3D model to work from (no point clouds).
 - b. Any site changes that conflict with the initial submittal drawings may require a review by our engineer. Any changes may result in an additional design fee and change order on the materials.
 - c. It is the customer's responsibility to review and approve the final set.
6. **ENGINEERING CALCULATIONS.** If engineering calcs were included on our sales order we will commence once the final set of approved project drawings are signed. Any changes to the final set, due to site conditions, design changes etc., after engineering is started or completed may result in additional fees. Typical turn around on stamped calculations is 2-3 weeks depending on the size and complexity of the project. More time may be required.
7. **GLASS FABRICATION DRAWINGS.** If glass fab drawings were included on our sales order these will be produced from the final approved set and confirmation from our engineer that no changes are necessary. Please allow 1 to 2 weeks for this. Customer is responsible for confirming the make-up and any coatings or patterns required.
8. **FABRICATION DRAWINGS.** If shop fabricated materials are required for the project that are supplied by SADEV the drawings will commence once final stamped calculations are completed and we are released to start production. During this time we will also purchase any materials necessary. Please allow 1-2 weeks for fabrication drawings (larger projects may take longer). The customer may be asked to review and approve some assemblies and details for example finish direction etc.