

# ASPEN BUILT HOMES

GENERAL CONTRACTORS



## **QUALIFICATIONS**

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Aspen Built is a full-service Colorado-based General Contractor specializing in distinctive custom home projects, remodel work and design build construction in Aspen, Snowmass, Basalt and the surrounding areas. For over 20 years, Aspen Built has built a solid reputation in the Roaring Fork Valley. We at Aspen Built have been providing our clients with the highest level of expertise in the construction industry with a strong emphasis on cost-effectiveness. Our Team prides itself first and foremost in our impeccable integrity. Our ultimate goal is an outstanding construction process from start to finish.

Aspen Built Formerly Image Construction was formed in 1993, our company was built and is operating on the building principles of quality craftsmanship, attention to detail, and fostering lifelong relationships with our clients and design partners. Our mission is to create an exceptional and unique building experience for each and every client. Employing L.E.E.D. Accredited Professionals, Image is a leader in the Green Building industry. Your project team is dedicated to delivering the best project to you on time and on budgets.

At the company's present size, we feel we are "right-sized"; small enough to provide a hands-on experience; keeping overhead costs low; yet adequately sized to react quickly and allocate resources when needed; with a healthy annual volume that provides competitive material pricing, generous return

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policies for unused materials; and competitive pricing from a strong subcontractor base eager to align themselves with our company and the quality of our product.

We at Aspen Built are committed to bringing all of our expertise to bear throughout the entire life of the project. All of our estimating/ budget, scheduling and accounting systems have been structured specifically to develop and manage a project from its' early planning through its final construction. We continually gather, analyze and report on issues such as value engineering, materials, methods and scheduling with an eye on improving the program, budget and schedule. The continuity of our systems' organization provides our staff the accurate and timely information required to manage projects efficiently and effectively.





## ESTIMATING AND BUDGET SYSTEMS

Our estimating and budget systems are robust and expand as necessary to suit the level of the available information to produce intelligent budgets throughout the project's development and maturity. Preliminary budgets usually start with our historical cost data presented in the industry standard sixteen construction divisions. As the project progresses, we begin to value engineer the crucial budget elements using additional types and sources of information. The value engineering process provides the project designers the information they need to produce a cost effective design.

The bulk of our estimate and budget work is done using Microsoft Excel templates we have developed over the years. The templates give us an easy "go to" structure while Excel gives us the flexibility to revise them for the specific situations.

During Design Development, budget information becomes more abundant and detailed. We gather and generate information from more sources: quantity estimates with current unit costs, subcontractor input, changes to the scope of work and value engineering advances.

Our budget information expands from single line Division budgets to multiple Category budgets in each Division.



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All of our line item category budgets are developed with individual estimates which gives us the detail we need to accurately prepare budgets and set the stage for the cost management. The estimates usually contain multiple types of information: material quotes, subcontractor proposals, unit costs, and allowances for small gaps in knowledge.

Our budget work is usually accompanied by Bid Clarifications which include: any assumptions made more specific information on materials and methods, budget options available.

## ACCOUNTING & COST MANAGEMENT SYSTEMS

Aspen Built's cost and accounting systems are able to develop, present and track information throughout the project's life. Our systems easily expand during the project's development to accommodate and organize the information in a coordinated and consistent manner. The primary software we use for our accounting and cost management is Excel spread sheets.

The monthly request for payment follows an easy format which is easy to understand and track our progress. The Application for Payment presents the budget and payment information for the Contract, Changes, and the Total Project.

The Continuation Sheets provide more detailed budget and cost information for each of the line item Category in each of the sixteen construction divisions for both the Contract and any Change Orders. Our accounting system provides more detailed information associated with each Category line item including specific subcontractors, suppliers, invoice numbers and personnel.

### **Subcontractor Tracking**

Once subcontractor proposals have been reviewed and accepted, contracts are prepared and signed. The subcontractor contracted amounts are entered into the accounting system so that payments are automatically tracked insuring only the correct contracted amounts are paid.

Our systems also track subcontractor insurance certificates and lien waivers so we are aware that subcontractors are current before payments are issued.

## SCHEDULING SYSTEMS

We create and maintain schedules throughout the project's development. Schedules promote better coordination of the various team members. Project sequencing, milestone events and information, and general tasks are examined and input into the schedule at an early stage. As the project progresses more tasks and events are added to the schedule, they are examined in greater detail, and the relationships between them are defined.

Our schedules are also used to analyze the specific and detailed chain of events and timing of a single construction element so it can be better understood.

Our managers and superintendents regularly review the schedule with our suppliers and subcontractors to confirm performance, identify and resolve conflicts, and keep the project on a timely path. Ultimately



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the schedule is very detailed and provides the team with a coordinated plan of action and one that helps steer the process to completion.

## MANAGE AND COMMUNICATE

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The keys to a successful project are proper management, a collaborative approach, clear and frequent communication, and supporting systems and documentation. With our standardized systems, policies and procedures firmly in place we can insure quality, budget and schedule control. We believe that these factors are the basis for a smooth and ultimately enjoyable construction process for every member of the team.

We pride ourselves on strong leadership through successful management. Our managers and superintendents are some of the best and most experienced. Most successful projects have assertive management centered on the effective communication of pertinent information in a timely manner between the Owner, Project Manager, Superintendent, Architects, Consultants and Subcontractors.

### **Management and Communication tools utilized on projects include:**

- ⊕ Extensive use of email communication
- ⊕ Computers, tablet and smart phones in the field with high speed internet connection
- ⊕ Use of or interactive website for file sharing, progress reporting and record photo distribution.
- ⊕ Microsoft Project software.
- ⊕ Meeting Notes, RFIs Project Memoranda and Budgets and spreadsheet data
- ⊕ Construction cost accounting and progress reporting system
- ⊕ Digital Video/Still Camera and software for digital project documentation.



Value engineering is the analysis of construction means and methods and their alternatives to determine the most cost-effective course of action to achieve the desired level of quality in the appropriate time frame for the project. During the project's design process, Aspen Built value engineering provides the design team with the necessary information and feedback on their designs to keep it focused on attaining the overall design intent within the constraints of construction budget and schedule. Value engineering is most effective as a team effort: owner, architect, consultants, general contractor, subcontractors and suppliers.

We view value engineering as an important and continuous process throughout the life of the project. During Schematic and Design Development phases we provide estimates, analysis', recommendations and feedback on specific alternatives as requested by the Owner or Architect, as well as soliciting alternatives from subcontractors and material suppliers. We continue to perform "background" value engineering during the construction phase as we progress with buy out of the job and make commitments with subcontractors and suppliers. We are constantly monitoring and researching new products, new materials and new methodology on the market. As they arise, these alternatives will be presented to the Design Team and/or the Owner for consideration and approval.

Aspen Built has continually focused on excelling at preconstruction services as well as impeccable construction execution. The essentials of successful preconstruction services are; cost estimating, constructability analysis, value engineering, scheduling and administrative. In order to insure the preconstruction results do flow effectively into the project's construction we transition our key preconstruction personnel into the construction team.





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## TEAM

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### General Manager

**Abdi Pirzadeh** as President and General Manager has over 30 years of hands on experience both in the field and at the office. Providing knowledge and experience, he brings vision and insight to every situation. His communication skills continue to lead and direct his whole management team and carpentry staff to address every issue in a professional and timely manner. Abdi's main function is to oversee the entire process, holding the umbrella of the big picture in his sights to search out challenges and produce opportunities for the project's ultimate success. Abdi's specific activities will include the following:

- ⊕ **Guaranty the highest level of quality and client services.**
- ⊕ Company oversight and management.
- ⊕ Client satisfaction management.
- ⊕ Manage project team and accounting staff.
- ⊕ Management of weekly owner architect contractor meetings.
- ⊕ Interface with the entire team.
- ⊕ Research and development/sales and marketing.
- ⊕ Direct consultation with clients in efforts to value engineer costs in order to bring projects in on time and budget.
- ⊕ Manage subcontractors and strategize day to day issues to create a "win-win" scenarios.
- ⊕ Project safety and quality control.
- ⊕ Construction contract negotiation and administration.
- ⊕ Assemble and delegate larger scope tasks within the team to insure efficiency.
- ⊕ Oversee the all projects to maximize productivity the efficiency of every resource.
- ⊕ Manage the safety, progress, budget and schedule of every project.
- ⊕ Coordination of monthly status reports to ownership.
- ⊕ follow up analysis and execution of action items.
- ⊕ Oversee of risk management- oversight of proper insurances, safety issues, and contractual liability issues.

### Project Management

Cherie Storm, senior project manager

- ⊕ **Guaranty the highest level of quality and client services.**
- ⊕ Project Program and Scope Development advice and analysis for the team.
- ⊕ Estimating and Bidding preparation and analysis - defining scopes of work; analyzing proposals.
- ⊕ Value engineering research - alternative products, manufacturers, techniques, and approaches to improve upon constructability, quality and/or ultimate cost and schedule.
- ⊕ Subcontractor and Supplier Management - bid solicitation, qualifying bids, origination of subcontracts and purchases, expediting orders and deliveries
- ⊕ Procurement Activities - expediting shop drawings and submittal data; initiate material product ordering.
- ⊕ Project Accounting Activities - establishing and monitoring the budget and costs, processing change orders, review invoicing from subcontractors and vendors, authorization of payments.
- ⊕ Construction Schedule - developing, updating, monitoring, and insuring compliance with the project schedule.



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- ⊕ Reporting - Preparing monthly status and progress reports, meeting minutes, follow up analysis and execution of action items.
- ⊕ Document control from Architect to construction team, initiate shop drawing production, review and approvals
- ⊕ Risk management - oversight of proper insurances, safety issues, and contractual liability issues.
- ⊕ Quality control and construction- both in the office and by direct field observation in collaboration with the Superintendent.

### Project Supervision

Ron Fortier, Senior project Superintendent

Our project superintendents will provide

- ⊕ **Guaranty the highest level of quality and client services.**
- ⊕ Direction, scheduling and coordination of all on site forces and activities
- ⊕ Coordination with project managers to insure compliance with the project schedule
- ⊕ Jobsite safety and compliance with OSHA regulations.
- ⊕ Ensuring compliance with Building Codes and City regulations.
- ⊕ Quality control.
- ⊕ Assist team with review of shop drawing.
- ⊕ Assist team ordering and receiving of materials.
- ⊕ Preparing daily reports

### Craftsman

Our craftsmen are of the highest caliber in their field. The quality and skill level of our field personnel - from finish carpenters, to framers laborers and subcontractors is a key component in the quality level and successful execution of all of our projects.

### CONTRACT AND FEES

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The Contract for Construction we generally use either a cost plus or a fixed price agreement. For the cost-plus contracts we use a modified version of the AIA A103- 2007 Standard Form of Agreement between Owner and Contractor where the basis of payment is the COST OF THE WORK PLUS A FEE with a negotiated Guaranteed Maximum Price. The GMP is a combination of both fixed bids from subcontractors where applicable and itemized allowances when necessary and appropriate. The AIA Document A101™–2007 is a standard form of agreement between owner and contractor for use where the basis of payment is a stipulated sum (fixed price).

Our contract language has been refined over the years to the point that we feel we have a very mutually agreeable contract. Owners typically have very few revisions to our contract language. There are other forms of construction agreements but we have found over the years the agreements based on AIA standard agreements provide both Aspen Built and the owners with the most proven set of documents and protections.

The Contractor's Fee varies from project to project and is dependent on several factors including: size, complexity and location of the project; scope of work; involvement of any high-risk work elements; and contract negotiations, terms and conditions. Once the Contract Amount is established, the fee may be fixed during contract negotiations. The Fee may increase in cases of changes or additions in the scope of work or may be decreased accordingly for accepted value engineering alternatives.



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**SAMPLE BUDGET** **7**

<b>Project X</b>		<b>SCHEMATIC PRICING</b>		
STREET ADDRESS				
TOWN, STATE, ZIP CODE				<b>SUMMARY</b>
Based on Schematic Draw ings dated N/A				September 20, 2013
<b>Total Adjusted Floor Area</b>		<b>2,710.0 sf</b>		
<b>DIVISIONS</b>				
	Category Description	Budget	Cost/S.F.	% of Total
1.0000	GENERAL REQUIREMENTS	\$28,750	\$10.61	18.2%
2.0000	SITE CONSTRUCTION	\$6,500	\$2.40	4.1%
3.0000	CONCRETE	\$0	\$0.00	0.0%
4.0000	MASONRY	\$0	\$0.00	0.0%
5.0000	METALS	\$0	\$0.00	0.0%
6.0000	WOOD & PLASTIC	\$40,900	\$15.09	25.9%
7.0000	THERMAL & MOISTURE PROTECTION	\$3,600	\$1.33	2.3%
8.0000	DOORS & WINDOWS	\$2,150	\$0.79	1.4%
9.0000	FINISHES	\$32,000	\$11.81	20.3%
10.0000	SPECIALTIES	\$3,750	\$1.38	2.4%
11.0000	EQUIPMENT	\$0	\$0.00	0.0%
12.0000	FURNISHINGS	\$0	\$0.00	0.0%
13.0000	SPECIAL CONSTRUCTION	\$4,500	\$1.66	2.9%
14.0000	CONVEYING SYSTEMS	\$0	\$0.00	0.0%
15.0000	MECHANICAL	\$21,500	\$7.93	13.6%
16.0000	ELECTRICAL	\$14,200	\$5.24	9.0%
<b>TOTALS</b>				
	TOTAL COST OF WORK	\$157,850	\$58.26	95.2%
	CONTRACTORS CONTINGENCY	\$7,893	\$2.91	5.0%
	CONTRACT SUB-TOTAL	\$165,743	\$61.17	100.2%
	GENERAL LIABILITY INSURANCE	\$2,486		
	OVERHEAD & PROFIT	\$11,602	\$4.28	7.0%
<b>TOTAL CONTRACT</b>		<b>\$179,831</b>	<b>\$66.37</b>	<b>108.7%</b>



## Palomino Design-Build PC

Development/Building Design/Construction

### **Aspen Built Inc. – A Commendation** BY JACK PALOMINO

In 1997, while serving on a residential design review committee, I met Abdi Pirzadeh of Image Construction Inc. At the time, Abdi was already in the process of delivering design-build Green homes for custom and speculative clients, and had completed development of speculative residential projects for himself.

It did not take long to understand the key to Abdi's business success. It's simple really, and has been applied to great affect by Abdi, for the twelve years we've known each other ... he listens. Simple ... and effective. The breadth of experience and the confidence of knowledge to listen, plan, and then efficiently mobilize to deliver the best product, on time, and on budget.

A client, who hires Abdi Pirzadeh of Aspen Built, should expect no less than his best performance and stellar record of delivering elegant, energy-efficient, and cost-effective projects ... simple!



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## REFERENCES

Cleve Johnson  
Timbers Club  
970-922-2409

Marlis Laursoo  
970-947-9572

Steve and Jeanie Beckley  
Glenwood Caverns adventure park  
970-945-4228

Seth Hmielowski  
Z-Group Architects  
970-925-3383

Kristen Winoker  
401-265-6101

Bill and Ann Merry Deter  
970-274-0757

Jack Palomino  
970-379-9239

More available upon request