

#### **ARCHITECTURE & INTERIOR DESIGN SERVICES**

- Design Development
- Budget Analysis and Allocation
- Programming
- Space Planning
- Tenant Improvement Architecture/Engineering Services
- Interior Architectural Design and Detailing, using CAD/Revit format for areas of Special Emphasis; Reception Areas/Desks, Nurses Stations, Conference Rooms, RCP's etc.
- Construction Documentation of all finishes, drawings, specifications, locating finishes on plans, etc.
- Finish Selections
- Specifications and Practical Application
- Specialty Lighting Design and Specifications
- Custom Millwork Design
- Renovation Strategy Development

#### **CONSTRUCTION & PROJECT MANAGEMENT SERVICES**

- Bidding, Installation and Move Coordination
- Consultation and communication with necessary trades
- Floor Covering Consultation/Project Management and Sales
- Procurement Services

#### **FURNITURE FIXTURES & EQUIPMENT SPECIFICATION SERVICES**

- Furniture Specification and Design
- Furniture Layout
- Workplace/work Process Analysis
- Storing/Filing Analysis

#### **SIGNAGE, LOGO & ARTWORK**

- Logo Design/Letterhead Design
- Signage and Wayfinding
- Artwork and Accessories

#### **SOFTWARE PROGRAMS FOR ARCHITECTURE & INTERIOR DESIGN**

- AUTODESK 2008 and REVIT 9.1

#### **PHILOSOPHICAL APPROACH TO PROJECTS**

I use realistic application of budgets and schedules, while creating design that is handsome and functional. Having been a sub contractor in many interior trades over the past thirty years, I bring procedural and technical knowledge to my projects, thereby resulting in a smoother construction process. In addition, I am experienced in conveying information among the architect, owner, general contractor and other trades for assured success.

I appreciate your consideration in using my services.

Respectfully,

Kelli Berry

Principal

Kelli Berry & Associates L.L.C.