Architectural Design Sample Proposal

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June 29, 20XX

Martin Grasso  
Superintendent  
River County School District  
4115 Parkview Drive  
Rushing Springs, MO 60200

Dear Mr. Grasso,

Please find enclosed our preliminary ideas for the new Wild Creek Middle School building.

We’re excited to present a plan for a new building that is nothing like traditional school buildings. We’ve used only the most modern design techniques to create a plan for a flexible, state-of-the-art building that will serve generations of children and teachers.

We realize that this is only the first step in your building approval process and so our concepts are drawn with broad strokes at this time. If you get as excited about our design concepts as we are, we would be pleased to put together a detailed plan with specific costs, schedules, and lists of subcontractors.

Sincerely,

Francis Wright  
Green Projects Lead  
Ground Breaking Construction, Inc.  
8099 Waterfall Drive  
Suite 100  
St. Louis, MO 63105
June 29, 20XX

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The plans presented in this proposal are based on the following concepts, which will govern Ground Breaking Construction’s strategy in completing this project.

**Design for eco-friendly materials and methods**

We plan to use the most environmentally sound materials we can find to build this school. In the past, schools have had problems with chemically sensitive individuals becoming sick from off-gassing of various commonly used wall and floor coverings. Our building will have no such problems.

This concept will affect Ground Breaking Construction’s strategy in the following way: We will use non-toxic, eco-friendly insulation, wall coverings, and floor treatments. We will hire subcontractors familiar with the installation of these materials and who have pledged to use green building practices. See the Materials page for more details.

**Design for minimum impact and resource use**

We want this building to be a model of environmental protection and resource conservation.

This concept will affect Ground Breaking Construction’s strategy in the following way: We will position the building and solar panels and skylights to make the best use of patterns of daylight. We will incorporate solar water heating and electrical panels into the roof structure, use the most modern energy-conserving electronics where possible, and use a recirculating system for gray water in restrooms and landscape watering systems. The existing large trees on the property will be saved whenever practical and the creek will be preserved and protected. See the Environmental page for more details.
Environmental

We are committed to making this school building a model of environmental conservation and energy efficient design. Following are a few key points about how we will achieve these goals.

- **Building Location**

  Rather than locate the building parallel to the street, we have angled it to take full advantage of the movement of the sun. This allows us to maximize the efficiency of our solar roof collectors and to use fewer lights and less heat during daylight hours.

- **Site Preparation and Preservation**

  The school site is partially wooded and contains a natural stream through which salmon migrate during the summer. We will carefully preserve the majority of the big trees, and create a tunnel under which the stream can flow beneath the building. Note that the stream is a feature of our landscaping and it will be protected from parking lot or roof runoff.

  The site contains several mature apple, pear, and cherry trees (an old orchard), which will be preserved in the northwest corner. Note that our landscape plans include a garden area adjacent to the orchard that can be used to grow fresh vegetables for cafeteria use or for sale.

- **Efficient Water Usage**

  Toilets and showers installed will be the latest water-conserving models. Gray or ‘used’ water from restroom and cafeteria sinks and showers will be routed to temporary storage tanks that will supply toilets and our landscape watering system.

- **Rooftop Solar Water Heaters**

  Solar water heat systems are located above each restroom and gym shower room and the cafeteria food preparation rooms. These should provide most of the heat needed for our hot water usage, although water temperature will be controlled by on-demand heaters that will provide additional heat as needed.
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