
A Shop Drawing Package is developed for all products manufactured in all of our facilities. The purpose of the shop drawings is to ensure that we interpret the clients drawings accurately such that the manufactured products will meet the clients' requirements.

Quotations

At the estimation stage, we receive client drawings and highlight the areas we are quoting. We often mark up these drawings with dimensions, comments, and, depending on the product, superimpose our products onto the client's drawings. We then submit these marked-up drawings along with our formal quotation. This approach ensures that our offer is clearly defined, allowing the client to verify that our estimate includes everything they require.

Orders

Upon receiving a purchase order, we create a formal Shop Drawing Package on our title block. This package includes plans, elevations, and sections of the ordered product or system, reflecting the areas of the project highlighted in the client's drawings from our original quotation. We submit these shop drawings for approval through our online portal, GoProof. The standard lead time for shop drawings is approximately 7 business days.

Review

The client reviews our Shop Drawing Package for accuracy and ensures that field conditions and measurements are correct. Any necessary markups are made within the GoProof online portal. Upon receipt of the client's review, our engineering department updates the shop drawings to reflect any changes, including revised field dimensions. This updated version is considered Revision 1. The standard lead time for revised shop drawings is approximately 3 business days.

Variations & Changes

If there is a material change to the project's value from the original quotation due to field measurements or additional/omitted requirements, we submit a revised quotation to reflect these changes. The updated shop drawing package will be attached to this revised quotation. Once we receive any necessary change orders and a signed, approved shop drawing (free from amendments), the project is released for manufacturing.

Shipment & Installation

Upon completion, products are labeled to indicate their location per the shop drawings, and each crate is marked with its corresponding elevation/location. A copy of the Shop Drawing Package is included with each crate. The last page of each Shop Drawing Package outlines the required environmental standards for product receipt, installation, and use. These standards must be followed to ensure a proper and warrantable installation.