

# THE SMART FIRM'S GUIDE TO OUTSOURCING ARCHITECTURAL WORK

**HOW MODERN ARCHITECTURE, ENGINEERING, CONSTRUCTION, REAL ESTATE, AND  
MANUFACTURING FIRMS SCALE EFFICIENTLY WITHOUT SACRIFICING QUALITY**

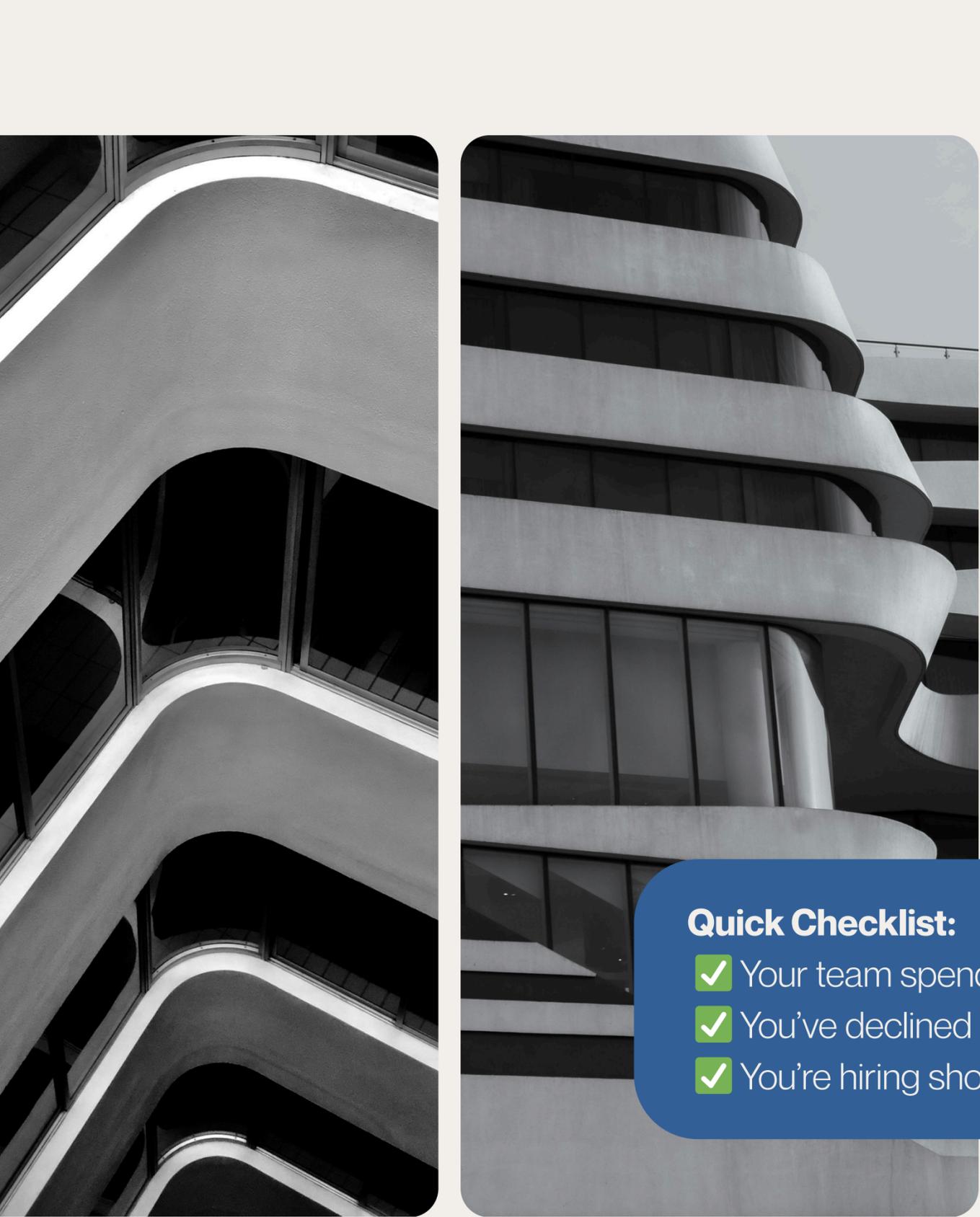
# WHY SMART FIRMS OUTSOURCE



In today's fast-paced design and construction industry, **time, precision, and cost-efficiency** are everything. Leading firms around the world have discovered a secret advantage: **strategic outsourcing**.

Outsourcing isn't about cutting corners. It's about **working smarter**, tapping into skilled professionals who can handle estimation, drafting, detailing, and documentation at a cheaper cost, so your in-house team can focus on design excellence and client satisfaction.

At **ELG Solutions**, we help architecture, engineering, construction, real estate, and manufacturing firms deliver high-quality projects faster, while maintaining control, quality, and profitability.



# WHEN TO OUTSOURCE ARCHITECTURAL WORK

Outsourcing makes sense when your firm experiences:

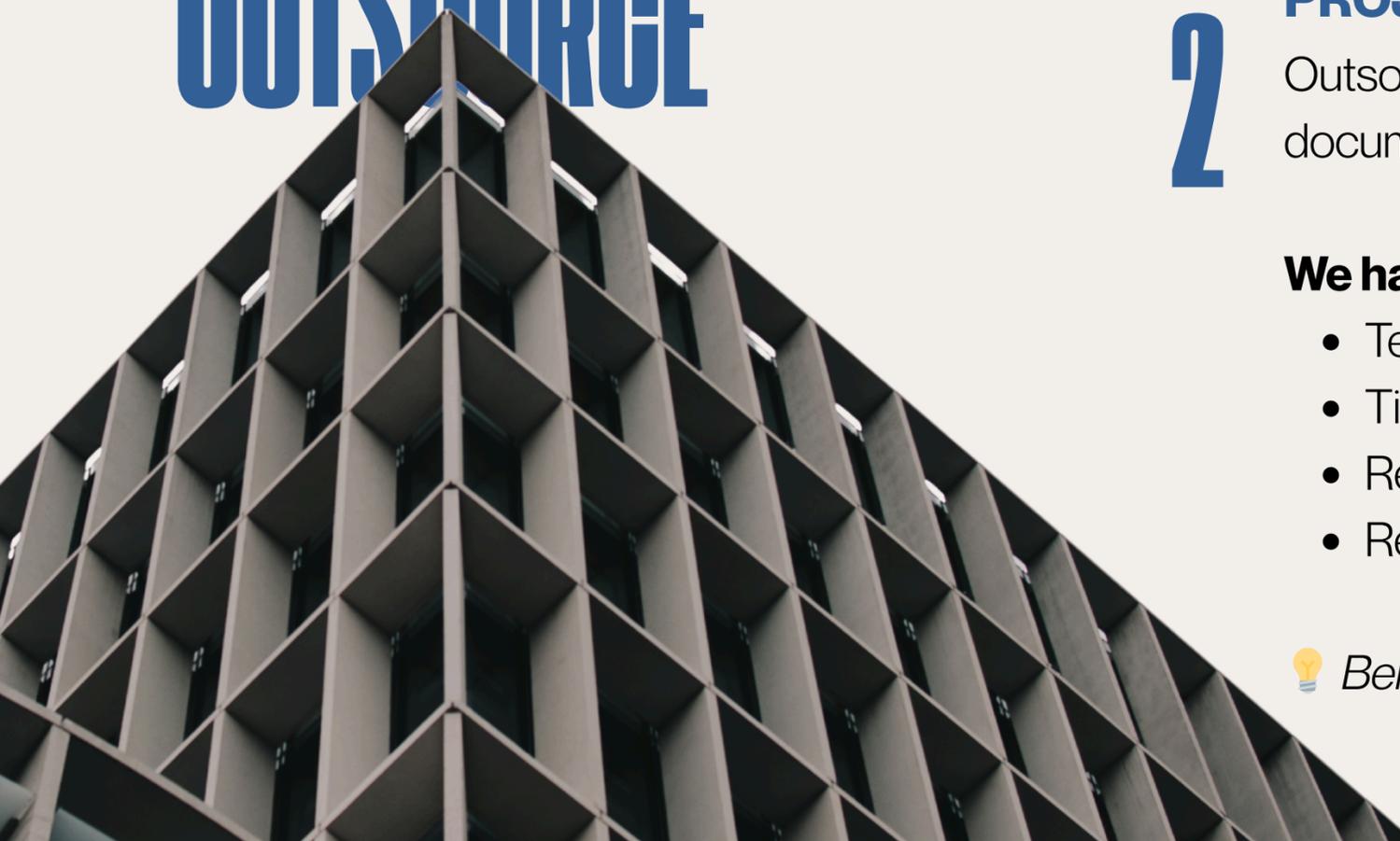
- Project backlogs or delayed submissions
- Increased project bids but limited in-house capacity
- Tight deadlines and overloaded technical staff
- The need for specialized support (e.g., millwork detailing or glazing drawings)
- A desire to expand service offerings without expanding headcount

## Quick Checklist:

- ✓ Your team spends more time on admin work than design.
- ✓ You've declined projects due to capacity limits.
- ✓ You're hiring short-term staff for seasonal work.

If any of these sound familiar — it's time to explore outsourcing.

# WHAT ARCHITECTURAL FIRMS COMMONLY OUTSOURCE



# 1

## QUANTITY SURVEYING

Smart firms outsource estimation tasks to ensure precision and save costs.

### We handle:

- Estimation (BOQ, BOM for residential, commercial, retail, and millwork projects)
- Documentation (contracts, reports, supplier/subcontractor agreements)
- Contract Administration (aligning project sign-offs with awarded contracts)
- Cost Control (tracking project expenditures, risks, and variations)

💡 *Benefit: Improve bidding accuracy and eliminate cost overruns.*

# 2

## PROJECT COORDINATION & DOCUMENTATION MANAGEMENT

Outsourced project coordinators streamline communication and ensure documentation stays on track.

### We handle:

- Team and stakeholder coordination
- Timeline and task monitoring
- Report preparation and documentation
- Resource planning and allocation

💡 *Benefit: Keep your projects aligned, on schedule, and well-documented.*

# WHAT ARCHITECTURAL FIRMS COMMONLY OUTSOURCE



## 3

### DRAFTING AND DETAILING

Detailing can make or break a project. Outsourcing drafting work allows you to meet deadlines without compromising quality.

#### We handle:

- Millwork and Joinery Details
- Glazing / Facade / Wall Cladding
- Fabrication / Shop Drawings
- 2D & 3D Visualization and Walkthroughs

💡 *Benefit: Enhance productivity with flexible drafting capacity.*

## 4

### ARCHITECTURAL CONSTRUCTION DRAWINGS

Outsourcing technical drawings gives your team more time to focus on design creativity and client management.

#### We handle:

- As-built / Construction Plans (ADU, residential, commercial, retail)
- Architectural Design & Interior Design
- Landscape Design

💡 *Benefit: Deliver comprehensive drawings faster while ensuring accuracy.*



# HOW TO ENSURE QUALITY WHEN OUTSOURCING

The smartest firms treat outsourcing as an extension of their own workflow, not a separate entity.

Here's how to maintain quality and alignment:

1. **Define Clear Deliverables** – specify output format, scale, and standards (e.g., Revit, AutoCAD).
2. **Use Project Management Tools** – integrate remote teams into your workflow (Asana, Trello, BIM 360).
3. **Schedule Regular Check-ins** – keep communication open for revisions and progress updates.
4. **Work with Trusted Partners** – choose a team that understands architectural standards and confidentiality.

At ELG Solutions, we assign dedicated project managers to ensure every deliverable aligns with your expectations.

Here's what smart firms achieve by outsourcing strategically:

<b>Benefit</b>	<b>In-House Only</b>	<b>With Outsourcing</b>
Estimation Accuracy	85%	98%
Average Turnaround Time	3 Weeks	1 Week
Overhead Costs	High (Full-time Staff)	70% Lower
Scalability	Limited	Flexible per Project
Client Delivery Speed	Moderate	Accelerated

# THE ROI OF OUTSOURCING

**Result:** More bids, more projects, and higher margins without adding headcount



**BOOK A DISCOVERY CALL**

# HOW TO GET STARTED WITH ELG SOLUTIONS

1. **Schedule a Discovery Call** – We'll discuss your firm's workflow and project needs.
2. **Start a Free Trial Project** – Experience our process with zero commitment.
3. **Scale at Your Own Pace** – Choose from flexible plans as your project load grows.

“We make outsourcing feel in-house.”  
— ELG Solutions Architectural Services Team

# WHY

# ELG SOLUTIONS

We provide **tailored outsourcing solutions** for architecture, engineering, and real estate firms worldwide.

Our goal is simple: to help you **build more, design more, and achieve more** with less stress.

### Our Edge:

- ✓ Skilled Architectural and Technical Professionals
- ✓ Transparent Pricing and Communication
- ✓ Quality Assurance and Confidentiality
- ✓ Free Trial to Get You Started

**VISIT OUR WEBSITE**