

prentiss + balance + wickline  
A R C H I T E C T S

January 13, 2026

To: Roger Schmidt and Jeanine Brooks

Re: Sitka Project Construction Shell Drawings

Roger and Jeanine:

Please find enclosed documents for construction. These documents comprise what we consider a “shell set,” which is *not a 100% complete* construction set. The interiors of the house like cabinetry, interior doors, fixtures and finishes are at “design development” level. These have been considered and are part of the design intent but have not been figured out to the level we typically expect for a set of construction drawings. We understand that our involvement in construction administration (CA) will be limited in scope, but recommend consulting with us on the interiors, particularly cabinetry shop drawings, lighting, and finish samples. Regarding CA on the building shell, we strongly recommend PBW assist with important stages of construction like concrete formwork layout, Warmboard shop drawings, door & window shop drawings, and steel shop drawings. As follow-up to this release, we will coordinate a kick-off meeting so that we can walk through the drawings with you and Pete Weiland.

Documents included:

- Construction Shell Architectural Drawings
  - Interior Elevations, etc. are included for design reference and intent
- Structural Drawings
- Structural calculations
- Outline Specifications & Schedules
  - Referred to as “outline,” because they are not a full set of specifications, but products, materials, and finishes are listed in the schedules and are referred to in the construction drawings.

Sincerely,

Doug Farrell  
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