Q-CAD Order Form

Q-CAD

Expires: September 30, 2016

Name _____
Company _____
Department _____
Address _____
City _____ State _____ Zip _____
Phone _____ Email _____

Payment Method

☐ Check Enclosed (Payable to Q-CAD Inc) ☐ Visa ☐ Mastercard ☐ Discover ☐ AMEX

Check # _____ $ _____ Card # _____

☐ GSA Contract GS-25F-0051L (exp 9/16) Name_____
Purchase Order (Q-CAD Pre-approval only) Exp Date_____
Project or PO# _____ (Provide credit card mailing addres in above ADDRESS fields.)

VISA · MasterCard · DISCOVER · AMERICAN EXPRESS · GSA

2-D CAD Services: AutoCad & Microstation - Price per Sheet (C, D, E)

Turnaround	Basic	Custom	ConDocs	Maps	Unit	Total
Overnight Turnaround	☐ $640	☐ $690	☐ $950	☐ $1260	x ____	= ____
3-Day Turnaround	☐ $325	☐ $350	☐ $480	☐ $635	x ____	= ____
5-Day Turnaround	☐ $220	☐ $245	☐ $325	☐ $425	x ____	= ____
10-Day Turnaround	☐ $170	☐ $195	☐ $250	☐ $325	x ____	= ____
4-6 Week Turnaround	☐ $115	☐ $140	☐ $170	☐ $215	x ____	= ____
Call for Quote (A,B, Oversized)	☐ $____	☐ $____	☐ $____	☐ $____	x ____	= ____

☐ **LITE LAYERS 10% Discount** 16 Layers: Layer list on next page Subtract 10% from above = ____
Lite Layer discount (C, D, E sizes) for 3-day, 5-day, and 10-day services only. See layers on next page.

AutoCAD: ☐ Specify ____ ☐ 2008 ☐ 2009 ☐ 2010 ☐ 2011 ☐ 2012 ☐ 2013 ☐ 2014 ☐ 2015 ☐ 2016
Microstation (2D): ☐ J ☐ v8 ☐ v8XM ☐ v8i Working Units: ____ NEW
Note: For unclear, reduced scale, or dense sheets, a custom quote (by hour) may be provided.

Sub Total $_____

3-D Modeling Services: Revit BIM

Revit BIM (Architecture, Structure, MEP)

Revit Quote: Q-CAD will prepare a BIM quote for Revit project. You will receive several pricing and turnaround options within 24-hours (free).

Questionnaire: http://www.q-cad.com/email/BIM_questions_Q-CAD.doc (click to download)

CAD Version (Choose):
Revit Architecture, Structure, MEP: ☐ 2013 ☐ 2014 ☐ 2015 ☐ 2016 NEW

Sub Total $_____

Optional Add-Ons - All Services - Price per Sheet

	Unit	Total
Reference Sheets	$30 x ____	= ____
Unclear Original Sheets	$30 x ____	= ____
Edge-Match or Combine Adjacent Sheets	$30 x ____	= ____
Redline mark-ups (5-day return, RED ink = add changes; BLUE ink = drafting instructions)	$55 x ____	= ____
Topo Z-Coordinate (3-D Maps)	base sheet cost $____ x 25% x ____	= ____
Polygon layer: ☐BOMA ☐IFMA ☐Institutional	base sheet cost $____ x 25% x ____	= ____
Polygon data exported to MS Excel	base sheet cost $____ x 10% x ____	= ____

Shipping and Handling - Price Per Order

		Per Order	
☐ CAD Files: Internet Return	☐ Email ☐ FTP	FREE	$ 0.00
☐ PDF - Color	☐ PDF - Black/White ☐ TIF	FREE	$ 0.00
☐ FedEX Overnight:	☐ CD-ROM	1 x $35	= ____
☐ FedEX 2nd Day:	☐ CD-ROM	1 x $30	= ____
☐ US Mail:	☐ CD-ROM	1 x $10	= ____
☐ Return original hardcopy documents ($1.00 per sheet + $25.00)	# sheets	x $1.00 + $25.00	= ____

Project Total $_____

Q-CAD Checklist
800-700-3305

GENERAL INSTRUCTIONS:
1. Complete the appropriate checklist column below.
2. Use BLACK marker to cross-out (X) information on original document that should not be redrawn.
3. Notes should be typed or clearly hand-printed on separate 8.5 x 11 sheet with cross-reference flags.
4. Electronic files such as layering, text styles, dimension styles, titleblocks should be provided as necessary.
5. All key plans, vicinity maps, photos, etc. will be inserted into CAD files as TIF images.
6. ★ Q-CAD default will be used for any unchecked items.

ORIGINAL SHEET SIZES:
A-size 9 x 12 (max)
B-size 12 x 18 (max)
C-size 18 x 24 (max)
D-size 24 x 36 (max)
E-size 30 x 42 (call if larger)
(Above based on 1/8" or 1/4" scale)

Basic	Custom	ConDoc	Map	CAD DRAFTING CHECKLIST
				1. DRAFTING CRITERIA (Choose One)
☐	☐	☐	☐	★a. Draw dimensionally accurate. Floorplans redrawn using dimensions shown on original documents.
☐	☐	☐	☐	b. Overlay original document with interpolated angles and dimensions. Specify if exact overlay is required.
	☐	☐		c. Multi-floor stacking. Multiple floors redrawn to stack exterior walls and vertical penetrations.
				2. LAYERING
☐	☐	☐	☐	★a. Use American Institute of Architects layering standards (AIA).
☐	☐	☐	☐	b. Use LITE Layers: titleblock, dims, arch, A-txt, elec, E-txt, mech, M-txt, civil, C-txt, window, door, hatch, grid, text, misc
	☐	☐	☐	c. Use custom layering. NCS 4.0, NCS 5.0, Tri-Services, AutoCAD(.dwt +definitions); Excel(.xls); Word(.doc)
				3. TEXT
☐	☐	☐	☐	★a. Draw all text including notes, schedules, room names, numbers, etc.
☐	☐	☐	☐	b. Do not draw notes or schedules (Room names, numbers, and titles will be drawn)
☐	☐	☐	☐	c. Draw only: _____
				4. FONT or TEXT SYTLE
☐	☐	☐	☐	★a. Use ROMANS, ROMAND or generic AutoCAD fonts. Specify: _____
	☐	☐	☐	b. Use font file provided: Provide font file AutoCAD(.shx) or Microstation(.rsc)
	☐	☐	☐	c. Use text style provided: Provide AutoCAD template(.dwt, .dwg) or Microstation(.dgn)
				5. DIMENSIONS
☐	☐	☐	☐	★a. Draw dimensions with stacked fractions.
☐	☐	☐	☐	b. Do not draw dimensions.
	☐	☐	☐	c. Use dimension style provided. Provide dimension files AutoCAD(.dim, .dwt, .dwg) or Microstation(.dgn)
				6. TITLEBLOCK
☐	☐	☐	☐	★a. Draw titleblock as shown on original documents.
☐	☐	☐	☐	b. Do not draw titleblock.
	☐	☐	☐	c. Use titleblock provided. Provide AutoCAD(.dwt, .dwg); Microstation(.dgn); or hardcopy sample.
				7. HATCHING
☐	☐	☐	☐	★a. Draw all hatching including floorplan walls, floor textures, wall textures, site plan hatching, etc.
☐	☐	☐	☐	b. Do not draw floorplan wall hatching.
☐	☐	☐	☐	c. Draw only: _____
				8. DETAILS, SECTIONS, ELEVATIONS
☐	☐	☐	☐	★a. Draw all details, sections, elevations including notes and flags.
☐	☐	☐	☐	b. Do not draw details, sections, elevations and related flags.
☐	☐	☐	☐	c. Draw only: _____
				9. FURNITURE (Fixed = casework; Movable = tables/chairs)
☐	☐	☐	☐	★a. Do not draw fixed or movable furniture.
☐	☐	☐	☐	b. Draw fixed furniture only (no movable).
☐	☐	☐	☐	c. Draw fixed and movable furniture.
				c. Draw only: _____
				10. PROJECT NOTES - PROVIDE ADDITIONAL COMMENTS BELOW: