

# Q-CAD ORDER FORM



EXPIRES: JUNE 30, 2018

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 09/2021) Name \_\_\_\_\_  
 Purchase Order (Q-CAD Pre-approval only)      Exp Date \_\_\_\_\_  
 Project or PO# \_\_\_\_\_      (Provide credit card mailing address in above ADDRESS fields.)



### 2 - D CAD SERVICES: AUTOCAD & MICROSTATION - PRICE PER SHEET (C, D, E)

TURNAROUND	BASIC	CUSTOM	CONDOCS	MAPS	UNIT	TOTAL
Overnight Turnaround	<input type="checkbox"/> \$640	<input type="checkbox"/> \$690	<input type="checkbox"/> \$950	<input type="checkbox"/> \$1260	x _____ = _____	
3-Day Turnaround	<input type="checkbox"/> \$325	<input type="checkbox"/> \$350	<input type="checkbox"/> \$480	<input type="checkbox"/> \$635	x _____ = _____	
5-Day Turnaround	<input type="checkbox"/> \$220	<input type="checkbox"/> \$245	<input type="checkbox"/> \$325	<input type="checkbox"/> \$425	x _____ = _____	
10-Day Turnaround	<input type="checkbox"/> \$170	<input type="checkbox"/> \$195	<input type="checkbox"/> \$250	<input type="checkbox"/> \$325	x _____ = _____	
4-6 Week Turnaround	<input type="checkbox"/> \$115	<input type="checkbox"/> \$140	<input type="checkbox"/> \$170	<input type="checkbox"/> \$215	x _____ = _____	
Call for Quote (A,B, Oversized)	<input type="checkbox"/> \$ _____	<input type="checkbox"/> \$ _____	<input type="checkbox"/> \$ _____	<input type="checkbox"/> \$ _____	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 \_\_\_\_\_  2010     2011     2012     2013     2014     2015     2016     2017     2018  
 Microstation (2D):  J     v8     v8XM     v8i    Working Units: \_\_\_\_\_  
 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](http://www.q-cad.com/email/BIM_questions_Q-CAD.doc) (click to download)

#### CAD Version (Choose):

Revit Architecture, Structure, MEP:  2014     2015     2016     2017     2018



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: <input type="checkbox"/> BOMA <input type="checkbox"/> IFMA <input type="checkbox"/> 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	
<input type="checkbox"/> CAD Files: Internet Return <input type="checkbox"/> Email <input type="checkbox"/> FTP	FREE	\$ 0.00
<input type="checkbox"/> PDF - Color <input type="checkbox"/> PDF - Black/White <input type="checkbox"/> TIF	FREE	\$ 0.00
<input type="checkbox"/> FedEx Overnight: <input type="checkbox"/> CD-ROM	1 x \$35 = _____	
<input type="checkbox"/> FedEx 2nd Day: <input type="checkbox"/> CD-ROM	1 x \$30 = _____	
<input type="checkbox"/> US Mail: <input type="checkbox"/> CD-ROM	1 x \$10 = _____	
<input type="checkbox"/> Return original hardcopy documents (\$1.00 per sheet + \$25.00) # sheets _____	x \$1.00 + \$25.00 = _____	

Project Total \$ \_\_\_\_\_

### AUTOCAD & MICROSTATION (2 - D)

#### BASIC SERVICE:

- Redrawn to match original as-built drawings:
- Submit your as-built paper/TIF documents
  - Sheets are redrawn dimensionally accurate full-scale 1:1; titleblocks, symbols, hatch patterns to match original document
  - AIA layering

#### CUSTOM SERVICE:

- Redrawn using YOUR custom standards:
- Submit YOUR in-house custom standards, layers, fonts, titleblocks, dimension styles, CAD background files, etc.
  - Custom layers: AEC 5.0, 6.0

#### CONDOCS SERVICE:

- Redrawn to develop construction documents, remodels, facility as-builts, renovations:
- Submit YOUR cut-and-paste sheets, sheet mockups, redline markups, sketches, soft-lines, design development documents
  - Submit YOUR in-house custom standards

#### MAPS & TOPOS SERVICE:

- Redrawn to match site plans, plat maps, topographic maps, contiguous regions:
- Redrawn 100% dimensionally accurate or drawn to overlay original document

### REVIT BIM (3-D)

#### REVIT BIM MODEL:

- Submit your floorplans, elevations, details, sections, etc. to be used as basis for model
- Sheets are redrawn using default 3-D objects for doors, windows, walls, etc.
- 3-D model is developed based original docs
- Plans and elevations based on 3D model

### SEND ORDERS

Q-CAD, Inc  
 1300 El Paseo Rd, Suite G-123  
 Las Cruces, NM 88001

#### Questions / Send via Internet:

Voice: 800-700-3305  
 Email: QCAD@QCAD.com  
 Website: www.Q-CAD.com  
 FTP: Call for login instructions

### Q-CAD Only

Cust ID: \_\_\_\_\_  
 ACAD #: \_\_\_\_\_  
 Receive: \_\_\_\_\_  
 Due: \_\_\_\_\_

**800-700-3305**





# 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
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>1. DRAFTING CRITERIA (Choose One)</b> ★ 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.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>2. LAYERING</b> ★ 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. AEC 5.0, AEC 6.0, Tri-Services, AutoCAD(.dwt +definitions); Excel(.xls); Word(.doc)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>3. TEXT</b> ★ 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: _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>4. FONT or TEXT SYTLE</b> ★ 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, .dwt) or Microstation(.dgn)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>5. DIMENSIONS</b> ★ a. Draw dimensions with stacked fractions. b. Do not draw dimensions. c. Use dimension style provided. Provide dimension files AutoCAD(.dim, .dwt, .dwt) or Microstation(.dgn)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>6. TITLEBLOCK</b> ★ a. Draw titleblock as shown on original documents. b. Do not draw titleblock. c. Use titleblock provided. Provide AutoCAD(.dwt, .dwt); Microstation(.dgn); or hardcopy sample.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>7. HATCHING</b> ★ 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: _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>8. DETAILS, SECTIONS, ELEVATIONS</b> ★ a. Draw all details, sections, elevations including notes and flags. b. Do not draw details, sections, elevations and related flags. c. Draw only: _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>9. FURNITURE (Fixed = casework; Movable = tables/chairs)</b> ★ a. Do not draw fixed or movable furniture. b. Draw fixed furniture only (no movable). c. Draw fixed and movable furniture. c. Draw only: _____
				<b>10. PROJECT NOTES - PROVIDE ADDITIONAL COMMENTS BELOW:</b> _____ _____ _____ _____ _____