

## **Free Architect / Consultant Team Selection Checklist for Boutique Hotel Projects in Sri Lanka**

Use this checklist to evaluate and select the right architectural and consultant team for your hotel development.

### **1. Experience & Portfolio**

- Has the firm designed and completed **boutique hotels or resorts** in Sri Lanka (or similar tropical climates)?
- Do they have **at least 2–3 relevant hospitality projects** in the last 5–7 years?
- Can they show projects in **similar locations** (coastal, hill country, urban)?

### **2. Design Philosophy & Sustainability**

- Do they specialize in **sustainable / eco-friendly design** suitable for Sri Lanka's climate?
- Evidence of climate-responsive features (natural ventilation, energy efficiency, local materials)?
- Ability to create **unique guest experiences** while maintaining operational efficiency?

### **3. Full-Service Capability**

- Do they offer **integrated Architecture + Engineering (MEP/Structural) + Interior Design**?
- Do they provide **Cost Consultancy and Project Management** from concept through to completion?
- Experience working with **contractors and regulatory bodies**?

### **4. Regulatory & Compliance Knowledge**

- Strong track record with **UDA, CEA, Tourism Board, and local council approvals** in Sri Lanka?
- Understanding of hotel-specific regulations (SLTDA guide lines, fire safety, accessibility, health & public safety standards)?

### **5. Team & Process**

- Dedicated **principal architect** and experienced team assigned to the project?
- Clear, collaborative **design process** with regular client reviews?
- Use of modern tools (3D rendering, walkthroughs)?

### **6. Budget & Timeline**

- Proven ability to deliver projects **on time and within budget**?
- Transparent fee structure and cost-control strategies?
- References from **previous hotel clients** (contact details to verify)?

### **7. Red Flags to Avoid**

- **No hospitality experience**
- **Poor communication or vague timelines**
- **Over-reliance on trends without practical functionality**
- **Lack of local regulatory knowledge**

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**Pro Tip:** Shortlist 2–3 firms and request for their Design Approach + site visits to completed hotels.