

Intuitive Concepts' Service Matrix© 11/2017

Kick-start Consults (description below)
Mastery and New Build Consults

Function		Existing Buildings					New Builds		Responsible Party						
		Site Evaluation	Commercial Kick-Start ^{6,a,b}	Residential Kick-Start ^{6,a,b}	Commercial Mastery ^{1,7,a,b,c}	Residential Mastery ^{1,7,a,b,c}	Site Evaluation	Commercial New Build ^{2,8,a,b,c}	Residential New Build ^{2,8,a,b,c}	Client	IC	Architect	Builder	Landscape Designer	Interior Decorator
Data Gathering via Telephone															
1	1 Discuss objectives for analysis ¹ - important factors, goals, and success measures	•	•	•	•	•	•	•	•	X	X				
2	2 Identify stakeholders ^{2&9}	•	•	•	•	•	•	•	•	X	X				
3	3 Discuss structure and blueprints		•	•	•	•	•	•	•	X	X				
4	4 Identify preliminary scope, fees, and timelines ⁵	•	•	•	•	•	•	•	•	X	X				
5	5 Schedule initial meeting & agree on funding. NOTE: A 30-day lead time is a minimum in order to adequately prepare for the project. If less than 30 days, a rush fee may apply.	•	•	•	•	•	•	•	•	X	X				
6	6 Prepare for consult	•	•	•	•	•	•	•	•	X	X				
I. On-site Assessment (incorporates Phase I-VII)															
7	7 Interview client	•	•	•	•	•	•	•	•	X	X				
8	8 Discuss and prioritize preliminary goals		•	•	•	•	•	•	•	X	X				
9	9 Obtain detailed stakeholder information ^{2&9}		•	•	•	•	•	•	•	X	X				
10	10 Review research of site	•	•	•	•	•	•	•	•	X	X				
II. Identify Project Scope															
11	11 Review history of site	•	•	•	•	•	•	•	•	X	X	X			
12	12 Review neighborhood		•	•	•	•	•	•	•	X	X				
13	13 Identify unique issues ¹	•	•	•	•	•	•	•	•	X	X				
14	14 Establish final goals and priorities		•	•	•	•	•	•	•	X	X				
15	15 Establish success measurements		•	•	•	•	•	•	•	X	X				
16	16 Submit Customer Service Agreement for signature (confirm scope, flow, and deliverables)		•	•	•	•	•	•	•	X	X				
III. Review Design & Build Process															
17	17 Discuss process	•	•	•	•	•	•	•	•	X	X	X			
18	18 Discuss industry standards & zoning requirements		•	•	•	•	•	•	•	X	X	X	X		
19	19 Discuss energy days			•	•	•	•	•	•	X	X	X	X	X	X
IV. Establish Funding															
20	20 Discuss return on investment (ROI)	•	•	•	•	•	•	•	•	X	X				
21	21 Discuss client living/business requirements during construction		•	•	•	•	•	•	•	X	X				
22	22 Review goals, timelines, and deliverables		•	•	•	•	•	•	•	X	X	X			
23	23 Discuss project budget (materials, labor, etc.)		•	•	•	•	•	•	•	X	X	X			
24	24 Monitor relevant permits									X	X	X	X	X	
V. Field Measurements															
25	25 Review survey plat			•	•	•	•	•	•	X	X	X	X	X	X
26	26 Perform external site survey	•		•	•	•	•	•	•	X					
27	27 Perform assessment with equipment and meters			•	•	•	•	•	•	X					
28	28 Identify Feng Shui risk factors	•		•	•	•	•	•	•	X					
29	29 Take photographs	•		•	•	•	•	•	•	X					
	Suggest go/no-go strategy	•								X	X				
VI. Interior Survey															
26	30 Review blueprints		•	•	•	•	•	•	•	X	X	X	X		
27	31 Perform internal site survey	•	•	•	•	•	•	•	•	X					
28	32 Perform assessment with equipment and meters		•	•	•	•	•	•	•	X					
29	33 Identify Feng Shui risk factors	•	•	•	•	•	•	•	•	X					
30	34 Take photographs	•	•	•	•	•	•	•	•	X					
	Suggest go/no-go strategy	•								X	X				
VII. Make Recommendations (for kick-start consults this is the final phase; for mastery consults this was a preliminary phase)															
31	35 Review findings of this phase of the design / action plan	•	•	•	•	•	•	•	•	X	X	X	X	X	X
32	36 Evaluate risk periods for the next 10 years		•	•	•	•	•	•	•	X					
33	37 Complete a kick-start report and energy map		•	•	•	•	•	•	•	X					
34	37 Reinforce deliverables		•	•	•	•	•	•	•	X	X	X	X		
35	38 Perform a space clearing		•	•	•	•	•	•	•	X					
36	30 days of unlimited telephone and email support	•	•	•	•	•	•	•	•	X	X	X	X	X	X
VIII. Perform Building Analysis															
39	39 Determine landscape impacts			•	•	•	•	•	•	X	X	X		X	
40	40 Identify construction vulnerabilities									•	•	X	X	X	X
41	41 Determine locations for rooms or functions									•	•	X	X	X	X
42	42 Determine remedies and their cross impacts			•	•	•	•	•	•	X					
IX. Perform Occupant Analysis															
37	43 Determine Ming Gua impacts (up to 8 people complimentary, others for an additional fee)			•	•	•	•	•	•	X					
44	44 Determine stakeholders personal areas (consuming, injury, etc.) ²			•	•	•	•	•	•	X					
45	45 Determine locations for rooms or functions			•	•	•	•	•	•	X	X	X			
46	46 Perform a compatibility analysis for up to 2 people ^{2&9}			•	•	•	•	•	•	X					
47	47 Determine remedies and their cross impacts			•	•	•	•	•	•	X					

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X. Preconstruction Meeting														
48 Review modifications and impacts to drawings/project						●	●	X	X	X	X	X	X	X
49 Make required changes						●	●	X	X	X	X	X	X	X
50 Complete change order request (if initial funding estimate changed)				●	●	●	●	X	X	X	X	X	X	X
51 Review hard/landscape products and selections (external)						●	●	X	X	X			X	
52 Review product and color selections (external & internal)						●	●	X	X	X				X
53 Final drawings approved						●	●	X	X	X	X	X	X	X
54 Final bids approved						●	●	X	X	X	X	X	X	X
55 Review and finalize scope of work narrative				●	●	●	●	X	X	X	X	X	X	X
56 Start prep & demolition (if an existing structure and if you're renovating)				●	●						X	X		
57 Perform external site survey						●	●		X					
58 Complete prep & demolition (if an existing structure and if you're renovating)				●	●						X	X		
59 Create decision / benchmark checklist						●	●	X	X	X	X	X	X	X
XI. Documentation Review (may occur with Phase XII-, Project Closure) ³														
60 Send final invoice				●	●	●	●	X	X					
61 Schedule documentation review by phone (2 hrs) or in person (travel costs may apply)				●	●	●	●	X	X					
XII. On-site Project Closure ³														
62 Perform an external site review				●	●	●	●	X	X				X	
63 Perform an internal site review (room by room)				●	●	●	●	X	X					X
64 Perform assessment with equipment and meters				●	●	●	●	X	X					
65 Perform a space clearing				●	●	●	●	X	X					
66 Review Customer Service Agreement or complete punchlist				●	●	●	●	X	X					
67 Agree to punchlist dates, if applicable						●	●	X	X		X	X	X	X
68 Take photographs				●	●	●	●	X	X					
69 Discuss satisfaction survey ¹⁰		●	●	●	●	●	●	X	X	X	X	X	X	X
Project Follow Up (dates commence at first on-site consult)														
70 Send satisfaction survey		●	●	●	●	●	●		X					
71 1 year of telephone and email support				●	●	●	●	X	X	X	X	X	X	X
72 3-month review initiated by IC				●	●	●	●	X	X					
73 6-month review initiated by IC				●	●	●	●	X	X					
74 9-month review initiated by IC				●	●	●	●	X	X					
75 12-month review initiated by IC				●	●	●	●	X	X					
Bonuses (not invoking these does not reduce your fee, and most take place within your consult period)														
38 76 Access your energy maps 24 hours a day		●	●	●	●	●	●	X	X					
77 Assess electromagnetic frequency (EMF) in specific rooms		●	●	●	●	●	●	X	X					
78 Assess geopathic stress for up to 2 acres (additional acreage for a fee)				●	●	●	●		X					
39 79 Attend one free webinar or workshop		●	●	●	●	●	●	X	X					
80 Receive communications regarding environmental risk factors that may not be news worthy (i.e., earthquake notices in your area that are Richter scale 5 or above)		●	●	●	●	●	●	X	X					
81 Conduct an end-of-consult-period site audit to experience the shift. Pictures or video will be taken, then a before / after CD will be sent to you. Travel expenses may apply.				●	●	●	●	X	X					
41 82 Determine stakeholders personal money areas ²		●	●	●	●	●	●		X					
83 Perform a team-building workshop so that staff understand their energies, how to better support each other, and why/what we're doing in the building (\$2,368 value)				●	●	●	●	X	X					
42 84 Promote your business (\$1,184 value)		●	●	●	●	●	●	X	X					
43 85 Receive a CD full of bonus materials		●	●	●	●	●	●	X	X					
44 86 Receive our customized Feng Shui kit (over \$100 value). Mastery kit has more items.		●	●	●	●	●	●	X	X					
45 87 Receive a free subscription to News You Can Use© newsletter	●	●	●	●	●	●	●	X	X					
47 88 Receive an annual high-level risk assessment video (for the upcoming year)		●	●	●	●	●	●	X	X					
48 89 Receive client appreciation acknowledgements and events	●	●	●	●	●	●	●		X					
49 90 Receive eBook/report with commercial or residential recommendations				●	●	●	●	X	X					
Optional Services Available														
Extended project report with comprehensive commercial or residential guidelines (up to 150 pages of information)														

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Kick-start consults are intended for people who do not own the space (rent, lease, etc.); however businesses should always consider a mastery consult for long-term, consistent results.

Mastery and new-build consults are intended for people who will own the land and building, or those performing renovations.

- ¹ **Simple project** is Ohio based – existing building, floor plan provided, up to two individuals (if one no discounts apply), and does not have moderate or complex issues. Travel expenses may apply. Report provided.
- Moderate project** may involve risk. Issues may include - not a free-standing building, health issues (non-life threatening), death (non-violent), divorce, job loss, legal or financial concerns, abuse, and/or benign spirits. Travel expenses apply. Report provided.
- Complex project** involves risk. Issues may include – catastrophic illness or injury, violence, suicide, murder, and/or hauntings. Travel expenses apply. Report provided.
- ² Two individual analyses (if for one person no discounts apply). Additional individual analyses may be purchased.
- ³ Documentation review and project closure can be done in person or over the phone. Travel charges may apply.⁴
- ⁴ Driving distance over 40 miles round trip applies; or a trip charge, per diem, and actual costs for air travel, ground transportation, meals, & hotel apply. Note: The first 40 miles of travel is included in project cost.
- ⁵ The fee (excluding travel expenses) is based on the project. A typical kick-start project is 40 hours. A typical mastery project is 88 hours. Divide your fee by the hours to determine an hourly rate.
- ⁶ Telephone consultations are not available as the data-gathering process is too important. On-site consultations produce much better results.
- ⁷ Mastery consultations have a 21 hour minimum.
- ⁸ New-build consultations have a 30 hour minimum.
- ⁹ If in a relationship, will be for the primary couple. If looking for a relationship, will be for your best match from a trigram and Chinese astrology perspective.
- ¹⁰ 1) What worked about this process, and what didn't? Please complete the survey when sent as we learn from you (flow). 2) When progress is achieved on your results, please share the good news with us. Don't wait until your quarterly review. We won't use your name without permission. 3) Who do you know that can use our services (family, friend, coworker, business, group) for their current or new-build project? What about a group that would be interested in a workshop? 4) Will you make introductions?

Note:

- a Calculate your fee on a daily, or even hourly, basis. Our rates cannot be beat for the level of experience we offer!
- b Feng Shui is one tool in a toolbox and not intended as a cure or an answer to all problems. You should be working with an appropriate team of advisors (examples, medical, legal, designers, architects, etc.).
- c You will be notified as we're approaching 88 hours of project support to discuss priorities, focus, and a go-forward approach. Scope changes invoiced separately and travel expenses may apply.