

# 1 INITIAL MEETING

OUR GOAL IS TO GET TO KNOW YOU; YOUR DESIGN IDEAS, YOUR BUDGET, YOUR PROJECT.

This no-obligation first meeting is an opportunity for you to meet with a Project Estimator to help us understand your needs and wants for your project. We'll listen carefully to your design ideas and desired target budget. This meeting takes place at your home, onsite, or in our office and showroom. Our goal is to get to know you and your hopes for the project and gather all the information we need to produce a preliminary estimate using our over 25 years of design and construction experience.



# 2 DESIGN/BUILD AGREEMENT



If you choose to move forward after the initial meeting we'll review a Design/Build Agreement and sign together. This agreement will include a description of your project and a target budget range. Upon acceptance of the Design Build Agreement a down payment is required to move forward into the design phase.

# 3 DESIGN/MATERIAL SELECTION

The next step is a meeting with our Designer. For renovations we will typically meet at your home. For new construction we usually meet in our Design Center. We take photos and measurements and drill down into the details of selecting cabinetry, flooring, millwork, fixtures, colors and more. Our Designer will escort you on visits to our preferred building supply partners to help you choose materials that will achieve your desired look and feel within the framework of your budget. In consultation with your Project Estimator and Lead Carpenter and carefully considering construction efficiency and proper engineering, the Designer will then create your preliminary project plans. You will meet with the Designer to review your plans and make any changes. Once you've signed off on the design your Designer will produce the final construction plans.



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# 4 CONSTRUCTION AGREEMENT

Using your final construction plans your Project Estimator will create a Construction Agreement. This agreement details the complete scope of work and final cost. It includes specifications of materials as well as any work that will be done by our trusted sub-contractors for things like plumbing and electrical. Through our experience and careful attention throughout the design and planning process the final cost we present in the construction agreement is not an estimate. It is the guaranteed price of the project. The only time the final cost is revised is if the client wishes to make any changes to the plans or scope of work. You will meet with your Project Estimator to review and sign the Construction Agreement.



# 5 PRE-CONSTRUCTION

The Project Estimator carry's on in the role of the Project Manager and they along with the Lead Carpenter will schedule a pre-construction walk-through to go over the details of your project and insure your confidence in and comfort with the people who will build it. Your Lead Carpenter will have all the required information to complete your project including the plans, scope of work, and all contact information. If you have any new or lingering questions about the project this is the time to address them. Back in our office your Designer and Project Manager will be finalizing orders and delivery dates to insure your project stays on budget and on schedule.



# 6 CONSTRUCTION

Now the exciting part! Your Lead Carpenter will be your primary contact throughout the construction phase to keep you abreast of progress and milestones. Your Project Manager and Designer will be working closely with your Lead Carpenter to choreograph the timely arrival of materials to efficiently and effectively adhere to the construction schedule. Our top priority is to bring your project to life with the utmost care and craftsmanship. But we know your project matters more to you than anybody else so we also emphasize client communication throughout construction to ease your concerns and help you enjoy the experience.



# 7 POST-CONSTRUCTION

Congratulations on your finished project! Your Lead Carpenter and their team have triple-checked every detail to insure your project is perfect. You'll be joined by the Lead Carpenter, Designer, and Project Manager on a walk-through of the project to create a punch list of any minor items to address but also to discuss and enjoy the fruit of our collaboration and hard work. Our goal is your absolute satisfaction from initial meeting to finished project. We hope you'll take this time to ask any questions you might have and share your thoughts about working with us. Perhaps, even, you'd like to talk about the next great project you've been thinking about. Enjoy your newly built or renovated home!

