

# PRE-CONSTRUCTION CHECKLIST: 9 Must-Dos Before You Break Ground

When building a new home or doing a major remodel, sometimes knowing where to start and how to stay on track can be daunting – especially in the current climate of Northern California.

Wouldn't it be nice to have only one call to make to get your questions answered and give you peace of mind?

Whether you've never been a part of a construction project before and don't know where to start, or you have and want to make sure you don't miss any important steps or details, you need a team of experts to guide you through the pre-construction process – making sure your dream project is done on-time and on-budget.

The list below describes the steps that should happen during the pre-construction process of your new home build or major remodeling project to get your job done efficiently and economically; and how hiring a company like Experts in Your Home to manage the process from start to finish will make your life easier.



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### 1. Assess Needs

This is where you share the vision for your project. Your wants, needs, and everything in-between. At this point, the sky's the limit! You may already have a picture in your mind and know what you want, just not what you can afford. Or, you may just want more space or find yourself in a position to build a new home and just don't know where to begin.



#### How Experts in Your Home will help:

We start by listening to your needs and vision so we clearly understand what you would like to accomplish for your home. Then we start making that vision a reality in Step 2.



### 2. Develop a Preliminary Budget

"How much is it going to cost?" This is the inevitable question that all homeowners want answered – and it's an important one because the answer takes your project from concept to reality. Big projects are made up of many small components, and it can be easy to miss crucial details if you don't know what to look for.



There are many aspects involved that need to be managed, such as: hard costs (the physical construction materials and labor), soft costs (fees, permits, insurance taxes), site costs (land, surveys, environmental compliance) and unforeseen costs.

#### How Experts in Your Home will help:

We'll create your preliminary budget so we understand the scope of work from the beginning, know the parameters we have to work with, and can provide clear and accurate cost estimates, budgets, and workable timetables. The budget will be continually updated as plans evolve.



### 3. Hire a Design Consultant/Engineer/Designer

Since a contractor can't start a construction project without a blueprint, finding the right type of design consultant to design your plans is crucial to do early on – but often a step people don't realize they need to do until later. By having your design plans ready, you won't risk losing a contractor that can't wait around while you design plans.



#### How Experts in Your Home will help:

Experts in Your Home has relationships with trusted, competent design consultants. Having an existing relationship means they've already been vetted and can provide a quality design that meets your needs. This also means an expedited timeline because the project will get done right the first time.



#### 4. Plan the Design

This step includes many meetings with your designer and can be very time consuming. The more changes you make can often mean additional design costs – especially if it goes beyond what the designer planned for. Also, if the designer is left to design whatever they want, without any cost input or parameters, you’re likely to have a great design but be way over on what you planned on spending, having to go back to square one.



##### How Experts in Your Home will help:

Your project manager will manage the entire design process and coordinate the design with all involved consultants, so you don’t have to worry about making multiple phone calls to get your questions answered or missing an important meeting. This also means your project manager will provide consistent budget updates of additions and revisions as the design plan evolves, so you know exactly what you’re getting for what price – no surprises!



#### 5. Finalize Design Plans

Knowing what to look for and the right questions to ask is crucial at this point because without cost information to back up the decisions, you may go over budget. Your designer should be able to give some recommendations of finishes, etc. but they won’t know the ins and outs of your project like your project manager does.



##### How Experts in Your Home will help:

Your project manager will sit down with you to review the design plans. This includes providing different cost-effective options for all aspects of the project, weighing the proposed final finishes against the cost, and deciding on a final design.



#### 6. Submit Design to Building Department

Once the design is complete, a set of construction documents must be prepared and submitted to the City for the building permits.



##### How Experts in Your Home will help:

You’ll have a clear understanding of everything involved with the project, what the end result will look like, and what the price will be. Your project manager will prepare the construction documents to submit to the city so you can be sure you didn’t miss an important piece of paperwork that could hold up your project.



### 7. City Plan Review/Permitting

Usually this step can take anywhere from 3-6 weeks and there are almost always corrections that need to be made. Once the architect makes the corrections, another two weeks can be expected before obtaining permits. Some budget movement should be expected, but very minimal after the plan review corrections come back.



#### How Experts in Your Home will help:

At this step, your project manager will build this time frame into the pre-construction process so you know how long the process will take. We work with the architect to make sure the corrections will have little to no impact on the budget and make sure the corrections are made in a timely manner to be resubmitted as soon as possible.



### 8. Go to Bid on Project with Contractors

Once you pass the city planner review and get the proper permitting, you're ready to go to bid with contractors.



#### How Experts in Your Home will help:

It's a general best practice to get 3 bids for your project. At the end of the design and permitting process, we will provide a full estimate/bid, but there is no obligation to move forward with us and you are free to gather other bids from contractors.



### 9. Choose Your Contractor and Start Your Project!

We'd love to help with all your preconstruction needs and be considered to help you build your dream project. At Experts in Your Home, we are committed to first understanding your hopes and dreams so we can scope out your project correctly from the outset. The clearer we are on your expectations, the more we're able to outline your options and ensure that we provide you with clear and accurate estimates from the beginning. Then we can help you get your project done for the quoted cost.

At Experts in Your Home, we can handle any commercial or residential project you may have, taking the project from conception to completion.



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