



408.691.3283

# What to Expect During Your Project

Woo-hoo, here we go! After all the planning and preparation, it's time to finally get started on your project.

## PRIOR TO JOB START

**Materials:** It is our company policy to only start jobs once key materials have arrived. We can sometimes make exceptions; please discuss this with us in advance.

**Belongings:** Prior to starting the job it is the owners' responsibility to move all personal belongings, paintings/pictures hanging on adjacent walls, etc. from the project area.

**Storage:** You will want to be sure that you have an area set aside for material storage (i.e. garage, covered patio, empty adjacent room, etc.). This area should be large enough to accommodate not only, your customer supplied items, but also our materials, tools and debris pile.

## DAY ONE

A project manager and the crew will typically arrive at 8:00am. The homeowner should also be present at this first meeting. We start by hanging up our "job pocket" which contains our safety manual, a copy of the work order, a job schedule, a change order sheet, and a punch item form.

We will discuss the job scope in the presence of you, the homeowner while referring to the work order. This enables us to ensure effective communication and allows for optimum efficiency.

We understand that it can be inconvenient to open your house to people you don't know and we make every effort to be considerate of the situation. For example, during this first meeting we will identify which bathroom you would prefer us to use. We bring our own soap, hand towel and Clorox wipes.

We will supply and install a lock box and ask for a key. The key will never leave the property. We will be happy to share the lock box code upon request.

Although every attempt will be made to keep your pets safe and secure, it is ultimately your responsibility to create a plan that will provide the best care for your pet.

At the conclusion of this first meeting, we will pick up a signed copy of our [Photo Release Agreement](#). Please review and print a copy prior to our meeting and feel free to ask us any questions regarding this form.

Day one is typically demolition day. Expect some noise and general disruption. Although we make every effort to contain the debris (we use plastic to protect the surrounding areas), some dust in adjacent rooms is inevitable.

This is the time to mention any special instructions and/or requests that will make the job go easier (i.e. house alarms, neighbors, deliveries, etc.).

Please list any requests/comments here:

---

---

---

---

---

---

**DURING THE PROJECT**

**Working Hours:** Our typical working hours are 8:00am to 4:30pm. However, the crew will sometimes stop by a supplier to gather materials on their way to the job site so they won't necessarily always be there at 8:00am sharp. Occasionally we will stay beyond 4:30pm, or even work on a Saturday, in order to maintain a schedule. In any case, we will always ask permission if we intend to work beyond 5:30pm or on weekends.

**Utilities:** During the course of construction, it is often necessary to shut off either water, gas or electrical in order to allow for upgrades. We will turn these utilities back on prior to end of day. Please plan accordingly.

**Bumps in the Road:** It's inevitable that small issues will arise. Ultimately it is how the issues are handled that allows for a happy relationship. The best course of action is effective communication. Our goal is to provide a quality finished product and have fun while doing it, so that we all "live happily ever after."

**UPON COMPLETION**

**Site Cleaning:** Although we do continual site cleaning during the duration of the project, we will do our final off haul of all construction related debris and pick up all of our tools and materials, once the project is complete.

**Final Job Walk:** During our final job walk, with your input, we will identify areas that need attention and list these items on our punch list. These final details will be addressed in a timely manner prior to submitting the final invoice.

**Payment:** Once the site is clean and the job has met your satisfaction, as well as that of D. R. Domenichini Construction, we will submit an invoice for final payment. This final payment is due on the spot.

**Warranty:** D. R. Domenichini Construction abides by the industry standard of a one year warranty. However, on a case by case basis we have been known to take care of certain issues for several years free of charge.

Please let us know if you have any questions or concerns regarding the information provided above.

By signing below, you agree that you have read and understand this document.

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_