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## The Remodeling Process

Here is an outline of a typical remodeling project. Yours may vary slightly but this list should give you a basic idea of what to expect.

### Initial meeting

1. you interview us and we interview you – review of RichArt methods
2. review project priorities
3. discuss your budget expectations
4. identify who will design the project
5. industry standards
6. discuss your living requirements during the construction

### Design meeting

1. review project
2. review priorities
3. discuss design retainer agreement
4. sign design retainer agreement
5. payment of retainer

### Field measurement

1. field measure home for preliminary drawings
2. determine requirement for new survey of lot

### Preliminary drawings

1. review details of plan
2. discuss preliminary design
3. provide copies of drawings where needed

### Financing

1. discuss financing options and payments

### Prepare preliminary cost estimate

1. estimates from major subcontractors
2. compare preliminary cost estimate to anticipated budget
3. make required changes
4. discuss allowances and provide client product selection guide

### Prepare construction drawings

1. finalize drawings
2. client begins to make product selections
3. advice on product selections if needed

### Prepare final cost estimate

1. collect subcontractor final bids

2. determine final cost on product allowances or selections
3. review final design and cost with client
4. review and finalize scope of work
5. prepare construction/contract document package
6. review and sign documents
7. review payment schedule and process

#### Permits

1. contractor gets proper permits for job
2. product selection completed

#### Preconstruction conference

1. introduction project manager
2. discussion of where project will start
3. schedule first phase of job

#### Present construction schedule

#### Commence construction activities

#### Final punch list

#### Final inspection

#### How the size of your project affects this process

All projects require planning/design/specification/budget and schedule. Small projects present special challenges. Smaller budget jobs have much less room for error and must be completed in a timely manner to keep the job profitable and the client on budget. This is true regardless of the type work done.

The timeline for planning/design and specification is usually abbreviated on a small job and budgets are usually determined quickly due to the small number of items and products cost out.

Very large jobs such as whole house rebuilds are complex and require extended planning, design, specification and budgeting time. The pre-construction process can take several months on this type of job.