

TsT Home Improvement Services

Tip of the Month By Tom S. Truesdale

Planning & Coordination

Some projects are more complicated than others, but most projects require some level of planning and coordination. Selection of materials, phasing/disruption and scope definition are just a few broad examples of this process. This month I will spend a few minutes discussing examples of planning and coordination:

Color and product selection:

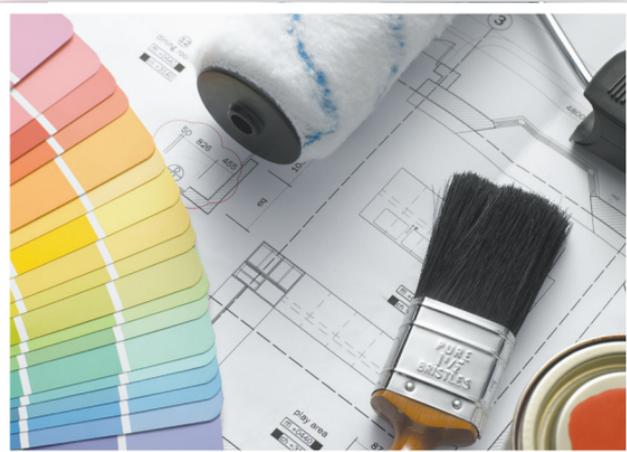
Color is obviously a personal preference, but type of product is generally related to cost and scope.

Matching and blending all the colors and materials:

Tile, paint, cabinets, flooring, plumbing fixtures, countertops are just a start. Using large samples of each product all together is a good way to begin the complicated task of blending all the colors and materials.

Phasing and Disruption: The contractor should be responsible for developing a schedule with the input from the owner to describe the phasing and timeline for the project. Disruption and interruptions should be part of this detailed schedule.

Scope Definition: A clear and detailed definition of the scope of work is a critical part of the planning process. Defining who is responsible for what and defining costs and potential unforeseen is important. When writing a scope of work, sometimes defining what is NOT included in the project becomes just as important as what is. A clear



and defined scope of work is critical before the contractor and owner enter into a contract.

Drawings: Floor plans, elevations and renderings are an important part of some projects. Some projects require just a simple sketch and others require several sheets of drawings and details.

The items I have listed this month are just examples of planning and coordination items and can take time to develop and define depending on the complexity of the project. No matter how simple a project might be having a clear and defined plan will help insure a successful project and a satisfied customer. As always, consult with a local qualified Construction Professional before starting your project. Have a great summer season and I hope this month's tips are helpful, please do not hesitate to call if you have any questions. *TsT*

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GENERAL CONTRACTING

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