

SCOPE OF WORK CHECKLIST

CONTRACTORS BIDS: THINGS TO ADDRESS IN YOUR SCOPE OF WORK

 BUILDING PERMITS/PAPERWORK

- Permits should be pulled by contractor

 DEMOLITION and HAUL-AWAY (also dump fees)

 FRAMING/CONSTRUCTION OF NEW WALLS
 DOORS/WINDOWS/SKYLIGHTS

- Replacement versus addition/relocation
- Sun protection requirements
- Privacy requirements
- Style versus existing doors/windows

 HEATING, VENTILATION, AIR-CONDITIONING

- Age/condition/capacity of system
- Location of vents and fans

 PLUMBING

- Location/relocation of plumbing
- System: Pressure-balance or thermostatic
- Fixtures: Sizes, styles, availability, price
- Sinks: Undermount or drop-in

 ELECTRICAL

- Lighting type/location, plug locations, switches
- Impact on existing system capacity
- Title 24 requirements for kitchens/baths

 COMMUNICATIONS, ENTERTAINMENT & SECURITY

- New or incorporation into existing systems

 FLOORING

- Existing or new
- Wood, stone, ceramic tile, porcelain tile
- Method of application
- Protection requirements

 CABINETRY/COUNTERS

- New versus existing; reface or refinish
- Style: inset, frameless, face-frame
- Custom, semi-custom or off-the-shelf
- Counters: Tile, wood, stone, solid surface
- Hardware preferences

 WALL FINISHES

- Bath/Kitchen: Tile, stone, solid surfacing
- Patterning/design/layout
- Paint, wallpaper, woodwork
- Glass (showers, tubs, cabinetry, doors)

 DESIGN DETAILS

- Shower seats and niches
- Extensiveness of tile/stone work
- Lighting fixture type: pendant/wall sconce/ceiling mount
- Mirrors: size/style/application
- Moldings and baseboards (new or match existing)
- Appliances, art and furnishings to be installed

 EXTERIOR FINISHES

- Roofing/rafters/window and door trim
- Stucco/wall finish/paint
- Hardscape/landscape/lighting

NOTE: For remodels which involve exterior work/additions and the movement of walls/columns/beams, you may also need an Architect or Structural Engineer as well as a site survey and/or geological inspection. Also temporary facilities may be needed on the jobsite.