

## Activity Checklist for New or Remodel Projects

	Description of Activities to be Contracted		Organization/Contractor
	<b>Pre-Constuction Activities</b>		
	ARCHITECT & PLANS & ENGINEERING		
	PLOT PLAN & STAKEOUT		
	STREET PROTECTION BOND		
	BUILDING PERMIT		
	SEWER & WATER TAP		
	BUILDING BOND		
	<b>Ecavation and Rough Framing</b>		
	WATER LINE 60'		
	EXCAVATION		
	BUILDER RISK INSURANCE		
	BASEMENT WALL		
	BACKFILL & GRADING		
	TRASH REMOVAL		
	TRENCH FOUNDATION & BLOCK		
	STRUCTURAL STEEL		
	ROUGH LUMBER		
	WINDOWS		
	SKYLITES		
	LEADED GLASS		
	ENTRANCE DOORS		
	ROUGH CARPENTRY		
	ROOFING		
	METAL ROOFS		
	PREMIUM ROOF		
	<b>Rough in of Mechanical, Electrical and Plumbing</b>		
	PREMIUM PLUMBING FIXTURES		
	ROUGH & FINISH PLUMBING		
	ROUGH & FINISH HEATING		
	ROUGH & FINISH ELECTRICAL		
	GAS SERVICE		
	ELECTRICAL SERVICE		
	<b>Exterior Finishes</b>		
	FILL SAND		
	CONCRETE INTERIOR & EXTERIOR		
	BRICK		
	BRICK SUPPLY		
	BRICK LABOR		
	CAULK & BRICK WASH		
	STONE WORK		
	GUTTERS AND DOWNSPOUTS		
	GARAGE DOOR		
	SIDING		
	<b>Start Interior Finishes</b>		
	INSULATION		
	DRYWALL		
	FINISH LUMBER		
	CABINETS		
	FINISH CARPENTRY		

### Activity Checklist for New or Remodel Projects

	Description of Activities to be Contracted		Organization/Contractor
	<b>Interior Finishes Cont.</b>		
	CERAMIC TILE (WALLS)		
	COUNTERTOPS GRANITE, P.LAMINATE, SYNTHETIC		
	PAINTING		
	FINISH HARDWARE		
	MIRRORS & SHOWER DOORS		
	APPLIANCES		
	ELECTRICAL FIXTURES		
	<b>Builder's Overhead Cost</b>		
	HOUSE CLEANING (LOT CLEANUP)		
	CONSTRUCTION HEAT COST		
	CONSTRUCTION ELEC. COST		
	CONSTRUCTION INTEREST		
	COMMISSIONS		
	LANDSCAPING		
	LOT COSTS		
	MORTGAGE COSTS		
	RECORDING FEES		
	TAXES		
	TITLE WORK		
	<b>Items Which Maybe An Allowance</b>		
	CERAMIC FLOORS		
	CARPET		
	(MISCELLANEOUS COSTS)		
	VINYL FLOORS		
	WALL PAPER		
	WOOD FLOORS		
	PLUMBING		
	TOILETS		
	SHOWERS		
	BATHTUBS		
	FAUCETS-KITCHEN BATH LAUNDRY		
	LAUNDRY PLUMBING		
	EXTERIOR FAUCETS		

Builders License Classes  
 Refresher Classes  
 Specific Project Consulting & Training

**Oakland Builders & Education Seminars**  
**313-246-9898**  
**[www.BuildersInstitute.com](http://www.BuildersInstitute.com)**