

Preventing New Construction Mishaps



Let's make sure your new construction project goes off without a hitch! This checklist is a step-by-step guide to cover all the bases, from hiring the right team to maintaining your beautiful new space.

Pre-Construction Phase:

- Hire the Right Team:** Vet and select reputable contractors, architects, and professionals for your project.
- Detailed Planning:** Develop a comprehensive plan with detailed specifications, timelines, and project milestones.
- Set a Realistic Budget:** Establish a realistic budget, including a contingency fund for unexpected expenses.
- Select Quality Materials:** Research and choose high-quality, durable materials that meet your needs and local building codes.
- Obtain Necessary Permits and Approvals:** Ensure all required permits and approvals are secured before starting construction.

Construction Phase:

- Regular Site Inspections:** Schedule and conduct regular inspections to monitor progress and identify any issues early.
- Effective Communication:** Maintain open and clear communication with all stakeholders, including contractors, suppliers, and inspectors.
- Quality Control:** Implement quality control measures to ensure work meets the agreed-upon standards and specifications.
- Document Everything:** Maintain detailed records, including contracts, invoices, change orders, and progress photos.



Construction Phase (continued):

- Manage Scope Changes:** Establish a process for reviewing and approving any changes to the project scope, and document them properly.
- Contingency Plan:** Have a contingency plan in place to address potential delays, cost overruns, or other unforeseen circumstances.
- Safety Precautions:** Prioritize safety by providing proper equipment, training, and adhering to safety protocols.
- Regular Progress Payments:** Make timely progress payments to contractors and suppliers to maintain a positive working relationship.

Post-Construction Phase:

- Final Inspection and Punch List:** Conduct a thorough final inspection and create a punch list of any outstanding items to be addressed.
- Warranty and Maintenance Plan:** Obtain warranties and develop a comprehensive maintenance plan for the completed project.
- Quality Assurance Reviews:** Conduct quality assurance reviews to ensure the project meets all requirements and specifications.
- Preventative Maintenance:** Implement a preventative maintenance schedule to prolong the life and performance of the completed project.