



## **RHS JOB PROCESS**

### **PRE-BUILD**

### ***Prior to On-Site project***

- Site review / High level cost analysis  
(see proposal guideline document for retainer fees)
- Draft project cost estimate / Proposal Agreement  
(signing of agreement or estimate intent)
- Design and Layout of Project – scaled drawings for permits
- Architect / Engineering Plans / review (if appropriate)
- County specific requirement (variance, waste water, DESC,..)
- Product selections (cabinetry, plumbing fixtures, flooring, tile, ....)
- Trade professional job site walk-throughs
- County permit submittal
- Project scheduling / staging documents
- Final Plans and Engineering report (if required for build components)
- Initial product orders for key materials (ie. Cabinetry)
- Proposal review / Change Order Amendment
- Pre-schedule project stages and trade professionals (electrical, plumbing,...)
- Material orders for job start (waste, lumber,...)

## **JOB FLOW**

### **On-Site project**

- Job site preparation / setup / layout / initial demolition and removal
- Framing Builds (floor/wall/roof) – reconfiguration and/or new builds
- Rough-In work: (electrical/plumbing/HVAC) \*
- Insulation (walls/floor) – ceiling insulation is typically completed at end of project \*
- Drywall installation \* / finish / texture
- Flooring – except for tile, most floors set prior to finish builds
- Cabinetry installation – base first to stage countertop template
- Countertop template – except for tile, countertops are templated prior to install
- Finish installs / custom builds / finish trim carpentry
- Countertop installation
- Tile work
- Plumbing fixture installations (sinks, faucets, valves...) \*
- Electrical fixture installations (lights, switches, fans...) \*
- Misc. detail finish (hardwood floor final coat, finish trim, carpentry..)
- Painting / Staining
- Final walk-through / Inspection \*

\* County inspections are required at each of the following job stages:

Framing  
Rough-in electrical  
Rough-in plumbing  
HVAC  
Insulation  
Drywall installation  
Finish electrical and plumbing  
Final builds

\*\* Additions add stages for Excavation, Footing inspections, Form setting, rebar inspections, and Foundation work.