

QUESTIONS TO ASK A POTENTIAL BUILDER



THE TOTAL QUALITY COST + FLAT FEE CONSTRUCTION MANAGEMENT PROGRAM “WITH YOUR BEST INTEREST IN MIND”

1. With no obligation will TQHB meet with us in the preliminary planning process to walk our lot to determine the functionality of the topography/slope, etc., offer suggestions concerning floor plans, and discuss estimated building cost? **YES** / NO
2. Does TQHB take the Clients project from conception to completion by obtaining all County Permits, Home Owners Association/Architectural Review Committee submissions and requirements, Floor Plan Design assistance, Landscape Design assistance, etc.? **YES** / NO
3. Does TQHB produce an accurate **Good Faith Estimate (GFE)** based on current market conditions as well as current building projects securing a very competitive price in the marketplace? **YES** / NO
4. Does TQHB have all documentation completely transparent and available for the Client to review at any time during and after the construction process? **YES** / NO
5. Does the Client receive TQHB's cost on all items that are purchased and are the prompt payment discounts applied to your Clients account? **YES** / NO
6. Does TQHB allow the client to make a change mid-stream without charging a Change Order Fee on items not yet installed? **YES** / NO
7. Does TQHB provide assistance and instructions concerning all 250+ selection items needed for my home project? **YES** / NO
8. Does TQHB provide a Selection Guide Book for at home shopping on line with links to today's most helpful resources for Design Coordination? **YES** / NO
9. Can the Client go to any Supplier for selection items or must I use only your contacts and can I discuss openly with vendor the bottom line actual cost? **YES** / NO
10. Does TQHB have an Office Staff that will see to it that communication and all Client questions/concerns are answered in a timely manner? **YES** / NO
11. Does TQHB offer additional **Communication Methods** such as e-mail, text messaging, direct cell phone numbers and meetings on site/office as requested? **YES** / NO
12. Does TQHB provide Weekly Progress Pictures showing step by step progress and the current status of Client's project? **YES** / NO
13. Does TQHB provide a flow chart (**7 Phase Timeline**) of the project keeping the Client well informed at all times of the progress and what to expect next? **YES** / NO

14. Does TQHB have the Financial Stability that will support never commingling Client's building funds with another project? **YES / NO**
15. Can the Client provide their own personal project operating account? **YES / NO**
16. Does TQHB produce a weekly **Transaction Detail Report (TDR)** showing each check written as well as an YTD summary and checks easily identified as to what line item on the original **Good Faith Estimate(GFE)** they were expensed?**YES / NO**
17. Does TQHB assist with furnishing Lender/Bank any documentation necessary as well as assisting with Bank Draws and funding schedules? **YES / NO**
18. Does TQHB provide projected expenses for the next 30 days or so to insure adequate funds are always available keeping the project moving forward?
YES / NO
19. Does TQHB require all sub-contractors to sign a **Lien Waiver** on each check written that will guarantee the Client and the Bank that no liens are filed on the project during or after completion? **YES / NO**
20. Are all TQHB Sub-Contractors Legal & Insured? **YES / NO**
21. Can TQHB provide in writing Bank referrals? **YES / NO**
22. Can TQHB provide in writing Sub-Contractors referrals? **YES / NO**
23. Can TQHB provide in writing Vendor referrals? **YES / NO**
24. Will TQHB provide a list of current or previous Clients that will accept a call to hear first-hand their experience with TQHB? **YES / NO**
25. Can the Client visit current and previously completed homes of TQHB?
YES / NO
26. Do you provide at the completion of our home a complete documented summary identifying all expenses as well as a copy of all invoices categorized by class and provided in a Hardback Binder for easy reference? **YES / NO**

Additional Services Available In-House at TQHB:

- Design Consultants
- Interior Decorator
- Drafting Plans and Modifications
- Landscape/Hardscape Design and Install
- Direct Distributor: Timberlake Cabinetry and Pella Windows and Doors

Additional Questions/Concerns:
