

# Step-by-Step Guide

How to prepare for your  
next DEGLB2 project

A smartphone is shown at an angle, displaying a photograph of a construction worker on a roof. The worker is wearing a safety harness and is positioned near the peak of a gabled roof. The roof is covered in grey shingles. A large, semi-transparent logo for 'DEGLB2 CONTRACTORS' is overlaid on the image. The logo features the text 'DEGLB2' in a large, serif font, with a blue '2' that has a curved underline. Below it, the word 'CONTRACTORS' is written in a smaller, all-caps, sans-serif font. The background of the entire image is a light blue grid pattern, suggesting a blueprint or a technical drawing.

**DEGLB2**  
CONTRACTORS

## Residential & Commercial Projects

REHAB. RENOVATE. REMODEL.

Gregg L. Boyd, President & CEO

There are 3 phases that we consider in working on every project.

**PRE-CONSTRUCTION** is the time to establish goals and objectives and a project timeline that details all the steps.

## Questions to ask

- What is the desired finished product?
- What franchise standards, if any, must be met?
- When must the project be finished?
- What is the overall budget?
- How often would the owner like to meet?



*"Planning is the most important step in the construction process."*

## Project Timeline

### 01

Develop timeline including milestone estimates for all the subcontractors who must complete their work in a certain order and determine when materials must be available onsite to ensure completion on schedule.

### 02

Communicate closely with the owners to explain the scope of the project and work with their selected architects and engineers to ensure the design plans and drawings can be executed or adjusted as needed.

### 03

Prepare bid documents and receive quotes from subcontractors. The best qualified low bidders or suppliers are generally awarded the bids.

## Safety is paramount.

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*At the start of the construction phase, we review and manage the construction site logistics*

- Install construction fencing
- Identify parking for trailers and equipment
- Install sanitary facilities for workers
- Identifying staging areas for materials.

*"We adhere to state and federal environmental protection requirements."*



# We continuously monitor the progress of each project



Once construction begins, we manage and coordinate all the subcontractors on the project, as well as deliveries of equipment and building materials.

We continuously monitor progress while ensuring compliance with architectural and engineering plans, coordinating change orders when required and conducting weekly progress meetings with subcontractors.

We also monitor invoices from subcontractors and suppliers, ensuring they are billing for the actual work completed or items delivered.

Using this documentation, we work with the owner or funds manager to compile and submit progress draws.

Perhaps most importantly, we monitor jobsite safety and make adjustments where needed.





## **Post-Construction**

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During this final phase, we ensure all equipment is functioning properly: including elevators, HVAC, electrical, and other equipment. We instruct the owner's staff how to operate and maintain all equipment. Manuals, warranty documents, and red-line drawings of the project are provided.



# DEGLB2

*Contractors*

Rehab. Remodel. Redesign.

**301-624-5128**

