



Thank you for choosing **CRM Construction Management** as your contractor companion!

We feel that setting expectations is key to a successful home building experience for all parties involved. This book will serve as a road map throughout our journey, letting you know what to expect.

Please bring this book to any and all future CRM meetings.



Let's Talk About Pre-Construction

The term “***pre-construction***” is well known in the construction industry as a *phase of planning for any job*. Initially, this phase allows us to lay out the entire scope and schedule of the project for both the team and client alike. If you continue to read further, we will go in depth about the “What is Pre-Construction?” question and provide you with enough information that will lead you into any construction project much more knowledgeable about the process and what to expect.

What is Pre-Construction Exactly?

The **definition** of Pre-Construction comes in the form of *services that include all the preliminary planning and engineering offered by construction companies prior to starting the job*. It is within this stage of planning that we *define the project, identify any potential issues, timeline the scheduling, clarify the scope, estimate cost, and analyze needs for the job*.

The goal in this phase is to put our clients' wants and needs into something tangible that will allow them to decide if they can follow through with the construction project they have imagined.



Sometimes, Roadblocks *Do* Happen

During Pre-Construction, *it is not uncommon* for clients to realize that what they want is either outside of their budget, unrealistic for the for their space, or won't suit their time frame.

We can work past this if we come to an agreement with our client that the proposed work to be done is *viable*. In that case, we can still provide the client with a realistic cost and proceed to schedule the construction project.

Moving forward...The Pre-Construction phase should give our construction team a clear outline to follow during the job. It also keeps our clients **informed** on the cost of their project and on the steps they will need to take to ensure the success of their project.

In short, the Pre-Construction process helps our clients have a better understanding of their project before any commitment is made or any work is done.

Pre-Construction services do come at a **cost**, which depends on various factors such as the job type, client location, and scope of the project. This cost is ***separate from the actual cost of construction***; however, upon completion of our scope of work *we will credit this cost back to the bottom line.*

Alternatively, if the client is unsatisfied or if the project is determined *unfeasible* because of cost or construct ability, then our client can terminate the relationship **prior to the start of construction.**

This is why Pre-Construction is so important!



Pre-Construction Outline

Other construction companies may also refer to it as the “*design phase*”. **All the same**, Pre-Construction gives clients a full understanding of the cost, scope, and schedule of a project, and it is *integral* to the success of the entire construction project.

The Project Management Team plays an important role in this phase. Our team’s duties include developing a thorough understanding of the project in order to create a strategy and establish an accurate schedule. The team will establish a relationship with the client to ensure the final project plan is aligned with the client's vision and business goals. While this may all sound like a lot of additional work, this phase enables the project to be run efficiently and with minimal unexpected delays.

Do you feel overwhelmed?

Here is a *step-by-step* look at the pre-construction process.

Client Meeting

The Pre-Construction process should *always* start with a meeting between the client and general contractor. For this critical step, we make it a point to schedule a **face to face meeting** for the introduction. It is during this meeting that we get a chance to **get to know each other**. This allows us to get a better understanding of our clients' wants and needs for their project and to determine if we will be a good fit as their construction partner. From here, *goals and objectives will be defined* and any **questions or concerns will be addressed**.

An important take-away for us from this initial meeting, is to get a clear picture of our clients' vision for their project in order to determine if it is **feasible**. It is here that we are able to determine feasibility and assess how much work will be required to get the job done.



Initial Design Development

Creativity happens here - woohoo! This includes actually visiting the construction site to produce a **digital schematic** of the design and layout. Once a **draft** has been created, we then present it to our client in order for them to *visualize* how their project will look after construction.

This step of **visualization** is extremely important in making sure that our understanding aligns with our clients vision. It is also important for our clients to *actually see* how the space may be used for components, equipment, furnishings, and any other elements they may want or need.

Assessment of Engineering

This step is where we do our **groundwork**. Here is where we must look into the **existing condition** of the space or construction site to determine what needs to be done for the project. An example of things we evaluate is to determine if there are any *existing components* on site, such as electric, plumbing, and HVAC systems. If so, we investigate further to whether or not they will perform properly in the new construction or if they will need to be updated or replaced.

Cost Estimating

Dear **numbers person**, this is where we will have your full attention. This step *must come after the prior steps are completed* in order to provide the most accurate estimate of cost. This **preliminary construction budget** is based on the design and findings of our engineer assessment.



How do we come up with an actual number, you ask?

In addition to materials and whether the *components* listed in the previous step are needed, we will also factor in the *budgets used for comparable projects*. While this estimated cost is another vital part of the process, it is important to note that it is not necessarily a “**final bid**”.

*The actual bid document will be prepared later in the Pre-Construction phase **after** other steps have been completed such as the **final design**. This will help identify more accurate numbers to create the bid. Here, our goal will be to get a close ballpark to the actual price so that our client can decide if the project will be feasible.*

Initial Schedule

Once the majority of the project scope has been laid out, the preliminary schedule serves more as a **guide** to show our clients when certain aspects of the job will begin and end. This will be fine-tuned as final decisions for the project are made, but it gives our client a better idea of the timeline for construction.

Here, the Project Management Team will layout an *estimate for the number of days it will take to complete each different task within the job*, and provide a **rough idea** of when the project would be completed based on a certain start time.

Guidance & Leadership

Pre-Construction services are more than “paper pushing”. Our team actively guides our clients through each step in order to educate them. *We want our clients to feel comfortable and for our process to be transparent.*



Communication is Key

Clear communication will ensure that the construction project flows smoothly and efficiently. We view the Pre-Construction phase as a communication tool. Not only does it have benefits in budgeting and planning, but it allows us to connect more with our clients and their vision. Having all parties actively involved creates a synchronous effort throughout the build process. Strong communication is our version of teamwork.

At any point, we should be able to talk to our client about options or recommendations in order to meet their goals. This *consistent and open line of communication* rests on the foundation created in the Pre-Construction process; it also speeds things up when the time comes to break ground. A good Pre-Construction process allows for **value engineering** and can prevent bumps in the road that may hinder progress and become costly. With our clients' trust, we can effectively coordinate efforts between all parties based on the knowledge and experience of our team.

Pre-Construction Checklist

You can expect to cover the following during Pre-Construction:

- Initial meeting to discuss the project
- Planning the design
- Estimating costs and offering cost-saving options
- Managing project scope
- Identifying potential issues & outlining solutions
- Determine any options for value engineering
- Site selection and study feasibility
- Evaluating soil condition on site
- Checking existing utilities
- Determining equipment required
- Check for green building options and viability
- Life-cycle analysis
- Outlining contingencies for both client and contractor



Expectation & Outcome

Meeting expectations is one of our top priorities.

Pre-Construction allows us to outline the scope, schedule, and estimated cost of the project based on **real numbers**. This ensures that our client has **foresight** going into construction. This process also helps to make sure the project is **feasible** before and issues are encountered along the way. It is in this way that Pre-Construction removes a lot of the unknown variables and paints a clear picture of what the project will look like, how it will be carried out, and when it will be completed. *Another bonus is that potential options for further savings can also be pre-determined.*

Being able to evaluate all possible scenarios *up front* gives our clients confidence that **CRM Construction Management** knows what they are doing. Having realistic expectations helps to avoid issues while the project is underway, getting us real results.

How Much Does Pre Construction Cost?

Our Pre-Construction costs vary based on the scope of work, location, and more. On average, this price is *usually around 1-3% of the total estimated cost of the project*. This fee is separate from the construction cost, however, we do **credit** the amount toward the **bottom line** *once our client has signed a contract to build with us*. It is a separate cost because Pre-Construction is a separate service that takes place *before the actual bid is finalized and submitted*.

The way we see it, this process is worth it for the potential in **savings** at the end. Furthermore, the **peace-of-mind** it gives our clients who may not have experience in building a home or who have had a bad experience in the past or are budget driven, is priceless.

Think of it as a mutual investment of time and money to start us off on the right foot.



How Long Does Pre-Construction Take?

This phase can take *anywhere from 2 to 12 weeks*. We know, 12 weeks may seem like a long time...**but it really isn't** when you consider the amount of value the Pre-Construction phase adds to the project through preparation, peace of mind, communication and education.

Remember: the length of the Pre-Construction process will always depend on the scope of the project.

Contact us or schedule a demo today to learn more!