PICKFACTS PROJECT REVIEW CHECKLIST™

BEFORE YOU BUILD / RENOVATE, KNOW WHAT YOU'RE BUYING.

PICKFACTS independently reviews construction proposals, plans, budgets and project information—so homeowners can make better decisions before committing.

1. SCOPE

Is the work clearly defined? Check demolition, construction, finishes, site work, cleanup and restoration.

2. PLANS & SPECIFICATIONS

Do the drawings/specifications clearly define what the contractor is pricing? Note anything left to interpretation.

3. ALLOWANCES

Identify allowances for kitchens, bathrooms, lighting, flooring, appliances and other selections. Are they realistic?

4. EXCLUSIONS

Look for work explicitly excluded or described as owner responsibility. Exclusions can become future costs.

5. TBD / T&M; ITEMS

Flag “to be determined,” time-and-materials, unit prices and other open-ended items.

6. CHANGE ORDERS

Understand when changes can increase the contract price and how pricing is established.

7. & APPROVALS

Confirm who is responsible for **Approvals** inspections, approvals and related fees, where applicable.

8. PAYMENT & SCHEDULE

Review deposits, progress payments, retainage, completion milestones and the stated schedule.

9. PROPOSAL COMPARISON

If you have multiple bids, make sure contractors are pricing the same scope—not just competing on the bottom line.

10. QUESTIONS BEFORE SIGNING

List every unresolved assumption and get important answers in writing before committing.

A FREE RESOURCE FROM PICKFACTS

This checklist is educational and is not an engineering, architectural, legal, code-compliance or contractor-pricing certification. For an independent review of your actual project documents, ask about PICKFACTS Project Review™.