

## **Information Packet**

What is this packet for? Well, it contains plenty of useful information to help guide you through your remodeling project as smoothly as possible; Saving you and our contractors valuable time!

Alright, what is the first step? Let's go over how to get started: This depends on the kind of job that needs completing! If you look below you will find a list of different job categories that we offer, and all of the information that pertains to them. These categories will have information on how long it generally takes, what processes are involved, and what everyone can do to help make things go smoothly! Please keep in mind most of these are guidelines, and time-frames can vary depending on site conditions and other contributing factors.

How do we manage payments after we decide we want to start and what is the process? First, we will send you an email with an estimate containing prices on labor and materials for us to complete the work you need done. If you like our prices we will figure out what day works best to schedule it! Then, preferably 5-7 days before starting, we would ask for half of the quoted price to purchase materials and get everything ready to go. This also allows for us to order special items that may not be available the same day. After that, make sure you've read our guidelines below and then get ready to sit back and watch us work!

If you have any questions or would like more customization to your project please let us know! You can call us at:

**(517) 888-6155** or email us at: [dowellremodel@gmail.com](mailto:dowellremodel@gmail.com)

You can also find us on facebook under Do-Well Remodel!

If you ever have any issues please let us know! We will always come back to make sure that you are satisfied and that your project looks perfect. We will do our best to get you scheduled as quickly as possible.

\*Once scheduled, please make sure our contractors have ample parking. Our contractors frequently need access to their vehicles for different tools. There are large tools and building materials that may need to be stored temporarily while completing a job! Details will be explained before any project starts.

## **Drywall (A)**

The processes of drywall:

- **Drywall Sheet Installation**, commonly known as “**hanging drywall**”, is the process of cutting drywall sheets to fit onto framing members and studs. This creates a smooth surface to apply finishing techniques onto during later stages of remodeling. In most cases if you are asking a contractor to hang drywall, the studs and framing members that will have drywall attached to them should be free of old screws or potential items that would need removing before installation of drywall. \*Additional labor fees may apply if our contractors need to prepare studs.

**\* Any issues with plumbing, leaks, moisture or electrical should be fixed or clarified before drywall is installed over these items, as issues stemming from them may pose potential danger or damage materials over time**

- **Drywall Finishing**, also called “**mudding and sanding**”, is the process of embedding joint tape over areas where sheets of drywall meet with joint compound (also known as “**mud**”) and covering screw holes & problem areas with joint compound; Ideally after drywall is hung an “embedding” coat would be done to apply joint tape to drywall seams, then a first coat of mud would be applied over the tape.

After 1-2 days of drying, joint compound would be lightly sanded and second coats of mud would be applied. Another 1-2 days later, a final sanding would be done with small areas getting patched and sanded. All-In-All, the drywall finishing process can take between 1-2 week(s) depending on the size of the job. **\*Furniture and items that would be in the way of finishing drywall should be moved so that our contractors can work freely and quickly.**

**\*Throughout all stages of drywalling we use canvases, tape, plastic covers and other materials to keep your items free of dust and mud as best as possible!**

**\*\*In most cases, drywall materials will be included in the original estimate and then ordered by contractor and delivered on-site either by a third party or the contractor. Said materials would be reimbursed by the client.**

## **Interior/Exterior Painting (B)**

The process of painting:

- **Prepping** areas to be painted can be tedious and time consuming but we get it done and we Do It Well! We will scrape and clean our surfaces before painting so that the end result looks smooth and pleasant to look at! We use canvases, tape, and other materials to keep areas clean where you don't want paint. Throughout the entire process the only thing that looks different after we're done is what you paid for!

**\*It is important for our contractors that areas being painted are free of large, bulky items that can be tripped on. If furniture such as couches or tables are near walls that need painting they should be moved at least a minimum of 2 feet away. Items such as pictures, paintings, curtains, etc., should be removed and stored away from areas**

**being painted. Items such as switch covers and outlet covers will be removed by contractors before painting.**

- **Painting** typically involves a primer coat (after prepping surfaces and taping off lines) so that any potential stains that could come out will not show through. It also helps keep the new paint sticking to your walls and ceilings for years to come! We typically apply 1 coat of primer and then 2 coats of regular paint with “**spot touching**”. \*Spot touching is the process of finding small areas that may need a quick touch of paint and filling them in so that they no longer show through. Any additional coats after the 2nd may cost more (if client requests them).
- **Recommendations:**  
We primarily use Sherwin Williams paint for most of our paint projects and would recommend them regardless of who you choose to paint! Their paint covers well and requires fewer coats than typical paint from the big box stores. If you have any questions about colors or sheens you can call them and they would gladly help you as well. Also, when ordering paint our clients can use our company name “Do-Well Remodel” as a referral for discounts on paint and paint products.

**\*In most cases paint will be purchased by client and delivered by contractor through Sherwin Williams**

### **Framing (C)**

The process of framing:

- **Prepping** for framing includes measuring before placing cuts and using shims to push them out to level or plumb situations. **\*It is important for our contractors that the work space is clear of furniture and other bulky items that may hinder their performance or pose potential safety risks**
- **Installation** of framing would be the process of using fasteners to attach one piece of lumber to another in a repeating manner until a surface has been created to fasten other construction materials to. It can include having to use lumber to frame around plumbing and wiring and other items that a client would need concealed. Access panels can be installed in areas where shutoffs and other components would need to be reachable.

**\*In most cases materials for framing would be included in estimate, then purchased and delivered by client or a third party**

### **Flooring (D)**

The process of flooring:

- **Prepping** for flooring includes removing old flooring (if flooring is present) and poses a problem when installing new flooring; It also includes repairing sub floors where damage has occurred. **\*It is important for our contractors that the work space is clear of furniture and other bulky items that may hinder their performance or pose potential safety risks**

- **Installation** of flooring: There are several types of flooring that may be installed;
  - **Sheet Vinyl:** Sheet Vinyl comes in 12ft wide sections cut to the length you require; For example: a 8x10 room would require a 12x11 piece of sheet vinyl. (Usually we add 1ft to allow for cuts.) If a room is large enough it might require more than one roll of sheet vinyl. In that case, a seam would be set somewhere in the room where there is little to no traffic and installed in a way to make it harder to notice. If there is baseboard trim present quarter round or shoe-mould will be installed afterwards;
  - **Vinyl Plank & Laminate Plank:** Vinyl Plank and Laminate Plank are installed in either a random pattern or a brick pattern, client may choose\*. (\*depending on the manufacturer; Some manufacturers require specific installation methods.); If flooring is being installed in a basement a vapor barrier will be installed under planks to ensure that moisture does not seep into the underside of the flooring planks. If there is baseboard trim present quarter round or shoe-mould will be installed afterwards;

**\*In most cases materials for framing would be included in estimate, then purchased and delivered by client or a third party**

### **Miscellaneous (E)**

We also offer other services; If you don't see something on here that you are looking for feel free to reach out to us and we would be happy to answer any questions you may have!