

CREATING THE PRODUCTION PLAN

Identify key products to be used in construction.

Which products am I going to use to differentiate my projects?

Which procedures or processes am I going to use to differentiate my projects?

Identify suppliers of key products.

Which companies will be my key suppliers?

Establish supplier network.

Have I opened accounts at my key suppliers?

Have I met the salespeople, managers and owners of my key suppliers?

Have I investigated on-line suppliers to compare pricing and selection?

Purchase necessary equipment, especially safety equipment.

Which safety equipment must I have on site to make sure I am complying with OSHA regulations?

Which subcontractors will I need to check to make sure they have all necessary safety equipment?

Set up Scopes of Work, other internal documents.

Have I developed detailed Scopes of Work for my subcontractors?

Have I developed detailed Inspection Reports for the work done on my jobsites?

Do I have the internal documents (Terms and Conditions, Work Orders, etc) available to control my business relationships with subcontractors?



Identify and secure Estimating Program.

Do I have a formal estimating procedure and template in place?

Does my estimating program have a reliable, easily-updated database of costs?

Can I produce an estimate in less than one hour?

Can I change an estimate easily?

Can I perform "what-if" analysis on an estimate easily.

Can I create and track change orders easily in my estimating program?

Does my estimating program contain and produce useful management reports?

Develop Project Management process.

Do I have a Project Management process in place?

Is my homebuilding volume sufficiently large to necessitate a formal Project Management process?

If so, have I identified the Project Management software I will use?

Does the Project Management software automatically update based on changes in the scheduling?

Does the Project Management software notify all interested parties of changes in scheduling?

Will the Project Management software save time over a manual system?

Develop specifications management process.

Do I have a Change Order process in place to document the changes made by my Buyer?



Do I have the internal documents (Notice of Acceptance, Draw Request, Stop Notice, Restart Notice, etc.) available to control my business relationship with my Buyer?