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"You can use an eraser on the drafting table or a sledgehammer on the construction site."

## 2023 PROJECT **PROCESS**

HOW WE ENSURE CUSTOMER SATISFACTION

DESIGN AND QUOTE

PERMIT AND BUILD

INVOICE AND FOLLOW UP



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## PROJECT MANAGEMENT

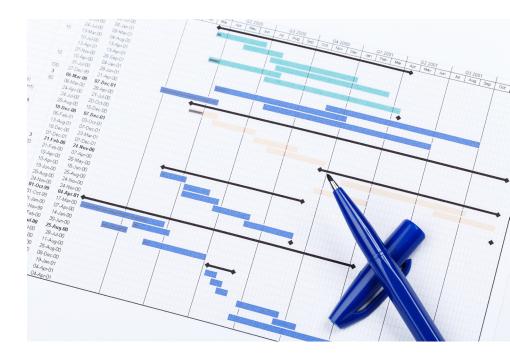


Mavriq breaks our projects into three stages:

- Design and Quotation
- Permitting and Build
- Invoicing and Follow Up

Construction projects require the coordination of Clients, Workers, Sub-Contractors, Designers, Materials Suppliers etc. Even simple projects can have missed deadlines, extra costs, and confused clients if any of these are not in sync.

All of this is complicated due to recent changes in our global economy. Supply costs vary widely, and some materials are not available when needed. There is a massive shortage of workers in Skilled Trades. No company can provide perfect service, but their processes and procedures limit issues and help ensure a successful outcome.



This guide will help you understand why these processes are essential and what to expect during each stage. We believe you will feel confident in choosing Mavriq Construction for your project



## DESIGN & QUOTE Getting the project off on the "right foot

#### **COMPLIMENTARY CONSULTATION**

The first step is our free on-site consultation to align with customers and ensure both parties work toward a common goal. Our staff will look at the proposed work, take basic measurements, and collect information on the general scope of work.

Once we understand our client's needs, we will provide a free estimate.

#### ESTIMATE VS QUOTE

What is the difference between an estimate and a quote? An estimate is a rough idea of what a project will cost based on similar projects the contractor has done in the past. It is typically a price range, and its accuracy depends on the contractor and how well the client's needs are known. It is usually for budgetary reasons.

Project Manager: TODD FLONTEK Project Type: DECKS AND FENCES Project Location: LOON LAKE

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On the other hand, a quote is a detailed breakdown of project costs

typically based on drawings or a computer model in which the "material take-offs" are gathered. If the plans/drawings do not exist, they will need to be generated by someone knowledgeable in what is required. Even if drawings exist, turning takeoffs into quotations takes several hours, and most reputable companies charge a fee. Mavriq offers a full refund of the fee if you choose us to undertake the project.

Be wary of contractors that pass off "quotes"

without detailed information on what materials they include and specific labour for the price. It almost always guarantees that the contractor and the client are not on the same page. Scam contractors depend on this to get out of legal responsibility for finishing the work. You get what you pay for, and looking for the "cheapest" contractor will usually lead to problems.



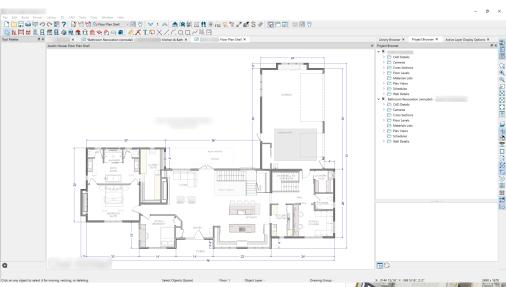
### GATHER PROJECT INFORMATION

If the client is satisfied with the estimate provided, we will work with them to determine the layout, the materials used, and any other information needed. We use a project-specific guide for the client to make essential decisions before starting a project. It covers details like hardware, lighting, site access (alarms and keys), and other often overlooked information that could affect the project cost and customer satisfaction. Details like temporary garbage storage, its removal, dust and floor protection are good examples of important items other contractors miss.



#### DRAWINGS AND PLANS

If drawings are unavailable, we can create them for you using the latest tools and 3D modelling software. The model developed will be used for our take-offs, 3D walk-throughs and Hi-Res renderings. You get to "see" your



project before its completion!

The process starts when a Mavriq employee takes detailed measurements needed for the project.

From the measurments we create

a floor plan in our software, which then automatically generates a 3D model. It can be used to create "Dollhouse", Framing, Sections, Elevations and fully rendered views of the project.

These can be shared with homeowenrs subcontractors allowing everyone to contribute during the design.







NVOICE AND FOLLOW UP



We can even create 3D walkthroughs, as seen on many popular Home Renovation shows.

Finally, there is a 3D Viewer available for clients and Subcontractors to see the model and move through it themselves



on a tablet or computer. Augmented reality mode lets you place a model onto a floor or table as seen through the camera. It will remain stationary while you move the tablet around it.

#### QUOTATION

From the drawings and information gathered, we will create a quotation. It will include a breakdown of all costs and what will be included for each item in specific quantities. Certain materials depend on what the client chooses, such as flooring, bathroom fixtures, etc. We separate these items on the quotation to help make cost analysis and comparisons more manageable for the client. Recently our global economy has created steep fluctuations in material prices. Contractors have had to pad their costs to protect them from these extra costs. This is in addition to the usual 10-20% markup they already use. At Mavriq, we don't believe we are here to sell materials. We quote at cost and charge the customer the actual prices during construction. We also pass along our contractor prices! As a result, you pay the lowest possible price for materials.





## PERMIT & BUILD

#### WHY PERMITS?

Permits protect you legally from any issues resulting from construction. They also help weed out "fly by night" contractors. They often encourage owners to "save themselves some money," "avoid unnecessary headaches," "avoid project stoppages," and many other untruths. In reality, they don't want their work to undergo scrutiny.

#### Here are the facts about permits:



#### Timelines

Residential permits must be issued within ten business days of payment and receiving the necessary documentation. Inspections must be conducted within 48 hours of notification. Most reliable contractors are booked months in advance so 10 days shouldnt' be an issue.



#### **Home Sales**

Permits protect you when selling your home. Purchasers often ask for them for any recent work. We have assisted clients with obtaining permits for completed renovations which usually required opening up walls/ceilings or floors to allow an inspector to look at the work €

#### Costs

- \$12/\$1000 of contract value for interior renovations
- \$100 for a deck are typical rates.
- \$13/sq m for a new house
- \$3/sq m for a finished basement
- \$100 min fee



#### Insurance

Most insurance companies won't cover damage due to faulty workmanship without a permit. That includes fires and floods!

PERMIT AND BUILD

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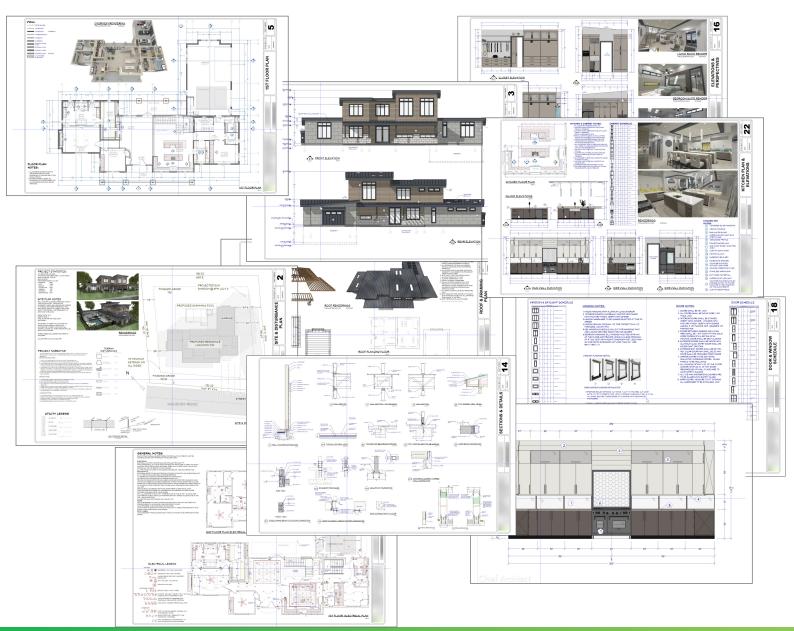


#### DESIGNERS

Ontario has recently changed the permitting process requiring qualified entities to design drawings/plans for permit purposes. These designers have qualifications such as House, Small Building, Plumbing, HVAC, Legal, etc. Obtaining a qualification requires detailed training and testing conducted by Humber College.

There is an exception for homeowners. They can create their own plans, but they must provide Site Plans, Floor Plans, Roof Plans, Building Sections, Elevations, HVAC Duct Layout, and Plumbing (ISO) if relevant to the project. You may be able to generate plans for permit purposes, but plans with enough detail for take off and bidding purposes require knowlege beyond most homeowners.

Mavirq has designers ready to create your permit-ready drawings. If we have already created a model for design and quotation, construction documents can easily be created for a small additional fee. The plans may be used to get quotes from other contractors. They help ensure all contractors are offering the same thing and hold them accountable to provide it legally. Construction documents are the great equalizer!



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#### **PROJECT CONSTRUCTION**

Now that the design is fully completed and permits are in place, it's time for the client to sit back and let us take care of the rest.

A core employee will take responsibility for the project, keep the site safe and clean and give you regular status updates. They will provide you with a list of names and numbers of contacts relevant to the project so you will know who to contact for which issues.





Qualified and licensed individuals or companies will ensure the project is completed with the utmost care, quality, code-compliant practices.

Upon completion, we will conduct a final walkthrough with you and create a punch list for issues that need addressing.

This isn't the end though! With our 2-year labour warranty, we'll be there for you if you need us.

Project Manager: TODD FLONTEK

Project Type: BATHROOMS

> Project Location: MURILLO



# INVOICING & FOLLOW UP

EVERY JOURNEY HAS AN END



We match our invoicing to your needs. Get updates at various project stages to know where you are in the timeline and budget. We will accommodate any reasonable request. We will break down information so it is clear where funds are spent. You will have access to original invoices from suppliers to ensure accuracy.

We do not forget you once the project ends; you will have the opportunity for feedback at completion. Mavriq uses the information to make concrete changes to processes and procedures that benefit our clients.

Project Manager: TODD FL Project Type: DECKS AND FENCES Project Location: FORT WILLIAM

#### A FINAL WORD

A vague design most often leads to poor execution of a project. Mavriq's process has resulted in many satisfied customers. Getting things right up front is the clear choice.



Project Manager: TODD FL Project Type: EXTERIOR Project Location: SHUNIAH

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## Mavriq CONSTRUCTION

DESIGNING SATISFACTION

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