

# LANDSCAPE CONSTRUCTION FULFILLMENT PROCESS

## CONTINUOUS CARE MAINTENANCE PLAN:

- Develop a comprehensive maintenance plan tailored to the specific needs of the new lawn and/or landscape.
- Discuss the importance of ongoing maintenance with the client and offer different levels of service to suit their needs.
- Establish a schedule for regular check-ins and maintenance visits.
- Provide the client with detailed care instructions for in-between visits if they opt to undertake some maintenance tasks themselves.

## POST-CONSTRUCTION REVIEW:

- Review project outcomes against initial goals and budget.
- Gather feedback from the client for future service improvement.
- Document lessons learned and integrate them into future project planning processes.

## FINAL WALKTHROUGH AND HANDOVER:

- Conduct a final walkthrough with the client upon project completion.
- Address any punch list items identified by the client.
- Officially hand over the completed landscape project to the client.

## QUALITY CONTROL AND PROGRESS TRACKING:

- Provide regular updates to the client about project status and any issues encountered.
- Maintain open lines of communication for any client questions or concerns during construction.
- Implement quality daily control checks with both the crew lead.
- Track progress against the project timeline and budget, making adjustments as necessary.

## PROJECT KICK-OFF:

- Begin construction on the agreed-upon start date.
- Ensure all team members are briefed on their roles and the project expectations.

## PERMITTING COMPLIANCE:

- Identify all necessary permits required for construction.
- Submit permit applications and track approval process.
- Ensure design complies with all local zoning laws and building codes.

## SOURCING & ORDERING AND MATERIALS:

- Create a comprehensive list of all materials needed for the project.
- Source materials from our suppliers, ensuring quality and availability.
- Obtain quotes and negotiate pricing to align with the project budget.
- Place orders for materials with consideration for lead times to ensure timely delivery.

## EQUIPMENT AND LABOR ALLOCATION:

- Determine equipment needs based on project requirements.
- Schedule and confirm availability of equipment.
- Allocate labor resources, ensuring skilled workers are assigned to appropriate tasks.

## UTILITY LOCATION AND SAFETY MEASURES (call before you dig):

- Contact the local "Call Before You Dig" service to mark out all utilities.
- When possible, plan construction activities to avoid any disruption to underground services.
- Implement safety protocols to protect workers and property during construction.

## SCHEDULE CONFIRMATION:

- Confirm the project timeline with the client and any subcontractors.
- Update the installation schedule to account for material delivery dates and permit approvals.

## PRE-CONSTRUCTION MEETING:

- Hold a pre-construction meeting with the project team to review plans, timelines, and responsibilities.
- Discuss trucks, trailers and equipment staging areas.
- Address any final questions or concerns before construction begins.

