

## What to Expect Checklist

(Review these items with the person and building owners prior to obtaining bids so they will know what to expect once construction starts.)

- If you are not the owner of the home, the owners of the home or building will need to sign all documents to complete the work.
- Depending on the project, you may have an opportunity to choose some of the flooring, finishes or fixtures. These must meet Lead Agency cost guidelines. You may choose to upgrade products at your own expense; in which case you would be asked to sign a Private Pay Agreement for any upgrades to cover costs for materials and installation. In either case, all materials and installations associated with the EAA Home Modification must align with the safety and accessibility goals of the project.
- You may be asked by the installation contractor to sign a lien. This is common. Waiver funds will pay for what was approved once the project is satisfactorily completed.
- Large projects can take 3-12 months to complete. Even simple projects can take several weeks to coordinate and install. Be patient. Discuss with the contractor how long they expect the project to take.
- Contractors and sub-contractors will need access to the home to complete their work. You may be asked to clear the work areas of furniture and belongings prior to construction. Pets will need to be contained. Contractors cannot work in the presence of minor children unless a parent is home. Discuss with the contractor their needs for access to the home.
- You may not be able to use the spaces being worked on for a period of time. This includes bathrooms!! Contractors will try to minimize this length of time as much as they are able. Discuss with the contractor how long various spaces will be unavailable for you to use.
- There will be dust and noise throughout the project. Contractors generally do their best to contain dust and to cleanup as they go. Discuss with the contractor any questions about dust, noise and cleanup.
- Expect good quality but be reasonable and realistic.
- Sometimes, unexpected issues arise after construction starts. This could result in design changes or project alteration. Some of these could result in homeowner expense. Examples might include asbestos, mold or lead paint that was not visible prior to starting construction and will need to be removed for the project to be completed.
- When the project is finished, there will be a final walk through involving the Lead Agency, the contractor, the building owner and others as needed. If you have any last questions or concerns about the work that was completed, be sure to ask during this walkthrough. Test all equipment that was installed and try all spaces that were adapted to make sure everything is installed correctly, functions properly and meets the intended goals for safety and accessibility.
- The Lead Agency must authorize all work associated with the EAA Home Modification.