



828-891-2153 phone
 828-891-5931 fax
 P. O. Box 2056
 Hendersonville, NC 28793

www.matthewscustom.com

CONSTRUCTION TASK MANAGEMENT

Planning

Design Services
 Permits
 Lot Costs
 Construction Financing

Project Insurance

Builder's Risk Insurance
 Project Liability Insurance
 Workman's Compensation Insurance

Jobsite Facilities

Construction Utilities
 Trash Bins
 Portable Restrooms
 Signage

Foundation

Site Work
 Footers Labor
 Footers Materials
 Footers Inspection
 Foundation Labor
 Foundation Materials
 Foundation Inspection
 Concrete Slab Labor
 Concrete Slab Materials
 Slab Inspection
 Foundation – Waterproofing

Framing

Framing Labor
 Floor System Materials
 Wall Framing Materials
 Ceiling Framing Materials
 Roof Framing Materials
 Roof Decking Materials
 Fascia & Soffit Materials
 Framing – Trusses
 Framing Inspection

Exterior Windows & Doors

Windows
 Exterior Doors
 Windows & Exterior Doors

Electrical Systems

Electrical Labor
 Electrical Rough-in
 Inspection
 Electrical – Miscellaneous
 Underground Utilities

Plumbing

Plumbing Labor
 Plumbing Rough-in
 Inspection
 Natural or Propane Gas
 Water Service
 Water & Sewer Line
 Sewer Service
 Septic Tanks
 Septic Tank Inspection

HVAC System

HVAC Labor
 HVAC Rough-in Inspection
 HVAC Materials

Fireplaces & Trim

Prefabricated Units
 Masonry Fireplace Labor
 Masonry Fireplace Materials
 Fireplace Inspection
 Trim Surround
 Mantle
 Chimney Detail
 Fireplace – Miscellaneous

Roofing

Roofing Labor
 Roofing Materials

Insulation & Drywall

Insulation
 Insulation Inspection
 Drywall Labor
 Drywall Materials

Exterior Veneer

Brick Labor
 Brick Materials
 Brick Cleaning
 Siding Labor
 Siding Materials
 Stucco / EIFS
 Stone
 Exterior Veneer –
 Miscellaneous

Cabinetry & Countertops:

Cabinetry
 Countertops

Interior Trim & Stairs

Interior Doors
 Interior Trim Labor
 Interior Trim Materials
 Interior Columns
 Stair System Labor
 Stair System Materials





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CONSTRUCTION TASK MANAGEMENT (CONTINUED)

Tile & Ceramics

Tile Floor Labor
 Tile Floor Materials
 Tub / Shower Tile Labor
 Tub / Shower Tile Materials

Interior Finishes

Paint Labor
 Paint Materials
 Wallcovering
 Interior Paneling

Door & Closet Hardware

Door Hardware Labor
 Door Hardware Materials
 Closet Shelving

Bath Hardware

Bath Hardware Labor
 Bath Hardware Materials
 Mirrors
 Shower Doors
 Bath Specialties

Appliances

Appliance Labor
 Appliances

Set Fixtures

Electrical Fixtures
 Water Heaters
 Plumbing Fixtures
 HVAC Fixtures & Units
 Garage Doors &
 Installation

Site Improvements

Final Grading
 Concrete Drives / Walks
 Labor
 Concrete Drives / Walks
 Material
 Stormwater System Labor
 Stormwater System
 Materials
 Concrete Curb / Gutter
 Labor
 Concrete Curb / Gutter
 Materials
 Asphalt Drives Labor
 Asphalt Drives Materials
 Landscaping Labor
 Landscaping Materials
 Irrigation System
 Retaining Walls
 Site Improvements –
 Miscellaneous

Exterior Areas & Finishes

Deck Labor
 Deck Materials
 Concrete Patio Labor
 Concrete Patio Materials
 Porch Labor
 Porch Materials
 Exterior Columns
 Exterior Steps
 Exterior Hand Rails
 Shutters
 Mailbox
 Exterior Areas & Finishes
 – Miscellaneous

Specialty Options

Central Vacuum
 Security System
 Intercom System
 Stereo System Prewire
 Computer Network
 Specialty Options –
 Miscellaneous

Floorcovering

Hardwood Flooring Labor
 Hardwood Flooring
 Materials
 Vinyl Flooring Labor
 Vinyl Flooring Materials
 Carpet Labor
 Carpet Materials

Construction Clean Up

Clean Up – Daily
 Clean Up – Final

Miscellaneous

Rental Equipment
 Miscellaneous

Supervision

Supervision
 Punch List Allowance

Final Inspections:

Final Inspection
 Certificate of Occupancy

“Building is a collaboration of men, each performing the most important part of the project, at any given moment in time.”