## Quail's Building Process

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Choose Home Site</strong></td>
<td>The home site can be land you own, land you have found, or we can find that special piece of property for you.</td>
</tr>
<tr>
<td><strong>Choose Floor Plan</strong></td>
<td>Search for a plan on Quail's website, or other sources, or we can custom design a plan for you.</td>
</tr>
<tr>
<td><strong>Perform Lot Feasibility</strong></td>
<td>Quail will analyze the lot or land to determine what infrastructure is required, estimated permitting costs, and all other factors that determine the ultimate questions. Can I build there and for how much?</td>
</tr>
<tr>
<td><strong>Acquire Plans</strong></td>
<td>If needed Quail will purchase home plans in an electronic format to allow for true customization by our designers.</td>
</tr>
<tr>
<td><strong>Customize &amp; Personalize</strong></td>
<td>Quail team will customize the home and its features to fit how you want to live. We utilize tools like Pinterest &amp; Houzz to create your ultimate dream home.</td>
</tr>
<tr>
<td><strong>Approve Custom Plan</strong></td>
<td>After the planning phase, you will approve the custom plans so Quail can submit for building permits.</td>
</tr>
<tr>
<td><strong>Develop Home Budget</strong></td>
<td>Once the land and home plan are chosen; the Quail team will develop a detailed estimate for your home package.</td>
</tr>
<tr>
<td><strong>Selections Process Starts</strong></td>
<td>You will work with Quail and our supply team to choose items that make the home special &amp; unique.</td>
</tr>
<tr>
<td><strong>Sign Contract</strong></td>
<td>Quail and you will enter into a contract for the home package.</td>
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### Submit Loan Package
- If needed, a loan package will be submitted to your lender for you.
- Quail will take the approved plans, order necessary engineering, and package appropriate documents for permit submittal.

### Submit Building Permits
- Allow between 3-6 weeks for municipalities to approve and return permits in order for construction to start.
- If a loan is in place, have the lender ready to fund for permits, otherwise you will reimburse Quail for the permits.

### Receive Building Permits
- Prior to construction we will review all aspects of the job with you with a special emphasis on establishing excellent communication between yourself and Quail. Stage 1 selections are due at this time. As work is performed each month, funding is required to pay for that months activity.
- An on site meeting with you, the construction manager, framer, & lumber provider. This takes place prior to framing so all details & materials needed are accounted for. Down spout locations and garage floor concrete grades will also be established at this meeting.

### Pre-Construction Meeting & Draw Orientation
- An on-site meeting with your construction manager, window/door representative will take place to address window/door clarifications. Siding types and locations are also reviewed with the siding and supplier. Concrete areas will also be laid out at this time.

### Siding, Concrete & Door/Window Walk-Through
- Stage 2 selections are due prior to the Framing Walk Thru. Final sign offs will come soon after the Framing Walk Thru.
- An on site meeting with your construction manager, plumber & HVAC contractor, after the start of framing to confirm scope of work and address any changes.

### Framing Walk-Thru
- An on site meeting with your construction manager, trim carpenter & supplier, will take place to review all electrical needs prior to drywall.

### Electrical Walk-Thru
- An on site meeting with your construction manager and electrician, will take place to review all electrical needs prior to starting millwork.

### Millwork Walk-Through
- Quail team will finish a quality control checklist during this walk through, in order to provide a home completed to the RWC & NAHB building standards.

### Quail Quality Control Walk-Through
- Quail will familiarize you with your new home, how the equipment operates, and the details of your warranty. If necessary, you will develop a punch list for Quail to complete prior to moving in or soon thereafter.

### Homeowner Orientation
- Keys will be awarded after Homeowner Orientation.

### Client Move-In
- Quail to provide client with an As-Built package, rebates and energy efficiency certificate.

### Job Closeout
- Your new home warranty is outlined in your RWC and NAHB building standards.
Quail Lot Feasibility

Above: Jon staking a house for placement

Above: starting excavation of home
Plans

Mascord, Design NW, or Other
Develop Home Budget

Nicole and Jeremy pricing a home
Selections Process

Oleg helping clients with windows & trim selections

QUAIL HOME'S VENDOR SHOPPING LIST

Scheduling: Please schedule an appointment with the contact listed as many work by appointment only. These contacts handle Quail customers, are familiar with our standards, and can better assist you in the shopping experience.

Order of Selections: Vendors are listed in suggested order in which selections need to be finalized.

The Vendors Listed Below Must Be Selected Prior to the Framing Walk-Through

- CABINETRY
  - Northwood Cabinets: 8720 Northeast Centerpointe Drive, Vancouver, WA 98665
  - Contact: Randy Wilson, Phone: 360-450-7100, Email: randyw@northwoodcabinets.com
  - Website: http://www.northwoodcabinets.com/
  - Appointment Hours: Monday, Wednesday, Friday, 9:30am - 5:30pm & Tuesday & Thursday, 8am - 6pm.

- LOW VOLTAGE, SPEAKERS, & SECURITY
  - Prairie Electric: Set up meeting with Brad Johnson at Prairie Electric
  - Contact: Brad Johnson, Phone: 360-573-2750, Email: bradj@prairieelectric.com
  - Website: http://www.prairielectric.com/

- GRANITE COUNTERS
  - American Marble and Granite: 1900 SE 8th Ave. Camas, WA 98606
  - Contact: Ellen Vasek, Phone: 360-633-9905, Email: ellen@american-marble.com
  - Website: http://american-marble.com/
  - Appointment Hours: Monday – Friday, 9:00am - 4:30pm & Saturday 10am-1pm
Customer contract signing and lender discussion, with Jeremy and Steve
Submit Building Permit Package

Brandy compiling and reviewing all documents associated with permit submittal
QUAIL HOMES
PRE-CONSTRUCTION MEETING CHECKLIST

Client Name: ________________________ Date: ____________
Client Initials: _______ , _______ Team Leader: Jon Estimated Completion Date: ____________

1) PROCESS & CHECKLIST REVIEW
   _______ Quail Process & Future Walkthroughs

2) COMMUNICATION
   _______ Jon: Construction Emergencies, Schedules, On-site questions.
   _______ E-mail regarding concerns or send photo of problem
   _______ Weekly update review
   _______ Phone calls in case of EMERGENCY only (fire, water leaks, gas leaks, vandalism)
   _______ RWC Guideline Booklet

3) REVIEW PERMITTED PLAN SET, BUDGET, & CHANGE ORDERS
   _______ Sign Permitted Plans
   _______ Review plans and scope of work questions
   _______ Change Order Template
   _______ Review if Course of Construction Insurance is in place
   _______ Review Energy points and product choices

4) REVIEW SELECTION LIST (PHASE 1)
   _______ Windows/Doors/Millwork
   _______ Fireplace
   _______ Garage Doors
   _______ Interior/Exterior Stone
   _______ Sliding Material
   _______ Heated Floors
   _______ Plumbing Fixtures
   _______ Roofing Color
   _______ Deck & Patio Cover
   _______ Appliances
   _______ Central Vac System

NOTES:

______ Confirm exterior foam
______ Confirm enclosed soffits

Top 5 Goals:
First draw orientation discussion with Jeremy and Steve
Lien Release

Left: Contractor is happy to sign his lien waiver form

Right: Lisa preparing a lien waiver letter
Pre-Framing, Gutters, & Garage Floor Meeting

Top: Cindy going over plans with Framer and Lumber Supplier

Right: Quail’s standard gutter with cleanout

Left: Carefully checking level to get the proper slope before laying concrete
Siding, Concrete, & Door/Window Walk-Through

Above: Sider installing enclosed soffits, this keeps out birds and insects

Left: House completely sided including foam underneath

QUAIL HOMES
WINDOW AND SIDING WALK THROUGH CHECKLIST

Client: [Client Name]  Manufacturer: [Manufacturer Name]  Date:  [Date]  Estimated Completion Date:  [Estimated Completion Date]

Sider:  [Sider Name]  Windows/Door supplier:  [Windows/Door Supplier Name]

5) SIDING MATERIALS, LAYOUT AND DETAILS
- Soffits: enclosed or open and locations
- Soffits: Material type - T&G or Hardie, Orientation of T&G
- Soffits: Caulking with T&G and/or battens
- Caulk color
- Lap orphans/ reveal size
- Material types at all locations
- Trim details around windows and doors
- Column/ Foot design and installation details
- Light block sizes
- Review possible blocking for nailing anchors
- Foundation walls meeting FF/FPA

6) MASONRY
- Boots and cutters are present with masonry
- Masonry locations and stone height marked out
- footing heights to be covered by masonry

7) WINDOWS
- Window Operations with markup labels
- Window Brand Confirmation
- Obscured Glass Location & Type
- Patina Slider Heights & Location
- Skylights - Size & Placement

8) EXTERIOR AND INTERIOR DOORS
- Door Swing Pre-Walk mark-up
- Door Width & Swing Clearances
- Specialty Door(s)/Location & Type
- Thresholds (Standard/ADA)
- Exterior Jamb Depth / Foam 1” depth addition
- Pocket Door Confirmation - Size & Location

TIME LIMIT: APPROXIMATELY 1 HOUR
Framing & Mechanical Walk-Through

Top: Meeting with Contractors on how we can all improve

Left: On site meeting to decide where propane tank will be
**Electrical Walk-Through**

Electricians reviewing details of the job before installation

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### QUAIL HOMES
**ELECTRICAL WALK-THROUGH CHECKLIST**

<table>
<thead>
<tr>
<th>Client Name:</th>
<th>Date:</th>
<th>Estimated Completion Date:</th>
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</thead>
<tbody>
<tr>
<td>Client Initials:</td>
<td>Team Leader: Gudy</td>
<td></td>
</tr>
<tr>
<td>Electrician:</td>
<td>Brad/Blain (Low Voltage):</td>
<td>Central Vac:</td>
</tr>
</tbody>
</table>

**NOTES:**

Top 5 Goals:

1. **REVIEW ELECTRICAL PLAN**
   - TY & Phone Locations
   - Fixture Locations
   - Recessed Can Locations
   - Plug Locations & Heights
   - Light Switch Heights & Locations (5" needed for trim)
   - Dimming Switches - LED or Incandescent (Wht to provide?)
   - Air Switch on Wall or Wall Switch
   - Electrical Hook up for Water Filter in HVAC Closet (8' from Floor, Quad Plug on 110 Circuit)
   - Low Voltage Panel Location & Outlet in the top, not the bottom
   - Commercial Breaker Location
   - Chandelier & Box Beam Blocking
   - Irrigation and dwelling areas on separate circuits

2. **REVIEW LOW VOLTAGE AND SECURITY**
   - Speaker Locations
   - Repeater Locations
   - Security pre-wire

3. **REVIEW ANY ADDITIONAL ELECTRICAL FEATURES**
   - Floor Flugs
   - Freezer Flugs
   - Christmas Light Circuits
   - Extra Weatherproof Flugs
   - Flood Lights
   - Backup Generator Locations
   - Landscape Features: Gates, Lighting, Fountains, etc.

4. **REVIEW CENTRAL VACUUM SYSTEM**
   - Register Location
   - Valve Locations

**TIME LIMIT: APPROXIMATELY 2 HOURS**
Millwork Walk-Through

Millwork sketches to convey scope of work to finish carpenter

Detailed craftsmanship by one of our finish carpenters
Homeowner Orientation
Job Close Out
(About 60 Days after Move-In)

- Personal thank-you card
- A digital record of all documents
- Final accounting and money exchange will be completed
Warranty

The WASHINGTON Warranty

Six Year Warranty for New Homes

Within 90 days of receiving this Warranty book, you should receive a validation sticker from RWIC. If you do not, contact your Builder to verify that the forms were properly processed and sent to RWIC. You do not have a warranty without the validation sticker.

Place validation sticker here.
Warranty is invalid without one.

This limited warranty is provided in lieu of all other expressed or implied warranties, to the extent permitted by law. The warranty for this home and all subsequent purchases of this home with the warranty is the warranty of habitability and the warranty of fitness for the construction. Those warranties have been replaced by this warranty. For your home to be in effect, you should receive the validation.

For your Limited Warranty to be in effect, you should receive the validation.

Source: Western Pacific Mutual Insurance Company, A Rockwell Company