

Basement Finishing

Timeline & Responsibilities Chart

This is a non-exhaustive chart to help you keep track of what will be going on week to week with an average basement finish. Basements vary wildly with how people want to finish them out. They can range from simply adding on bedroom space, to including bathroom(s), kitchens, home theatres, and more. This is a much rougher draft that will require more fine tuning depending on the project but should still be helpful for you to keep track of what will be happening/needed.

	CONTRACTOR RESPONSIBILITY	HOMEOWNER RESPONSIBILITY
<i>Weeks 1-2</i>	<input type="checkbox"/> Permits pulled <input type="checkbox"/> Dumpster and Porta John dropped off if needed <input type="checkbox"/> House protection installed (floor protection, dust abatement, etc) <input type="checkbox"/> Demolition of existing space if needed	If adding a kitchen space or bathroom(s), please refer to kitchen remodel and bathroom remodel charts and follow those timelines with an offset of 1 week. (Week 2 on this is Week 1 on those two)
<i>Weeks 3-4</i>	<input type="checkbox"/> Any required framing <input type="checkbox"/> Mechanical inspections <input type="checkbox"/> Framing inspections <input type="checkbox"/> Insulation <input type="checkbox"/> Insulation inspections Mechanicals Rough-in: <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC if needed	
<i>Week 5</i>	<input type="checkbox"/> Drywall	<input type="checkbox"/> Flooring should be chosen <input type="checkbox"/> Paint colors should be chosen
<i>Weeks 6-8</i>	<input type="checkbox"/> Non-carpet flooring installed <input type="checkbox"/> Trim installed <input type="checkbox"/> Cabinets for bathroom/kitchens/custom installed <input type="checkbox"/> Tile installed <input type="checkbox"/> Glass measured if needed <input type="checkbox"/> Paint primer applied	
<i>Weeks 9-12</i>	<input type="checkbox"/> Countertops installed <input type="checkbox"/> Paint finished <input type="checkbox"/> All mechanical trimouts completed <input type="checkbox"/> Carpet installed/any flooring finish performed <input type="checkbox"/> Glass installed <input type="checkbox"/> Final Inspection performed <input type="checkbox"/> Final clean out and dumpster removed	

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Selection Sheet: Please refer to the kitchen and bathroom remodel sheets to fill out pertinent information. We will make a custom selection sheet for your basement remodel if needed.

NOTES
