





# CONTRACTOR EVALUATION SHEET

**Company:** Seattle Design Build, LLC  
**Address:** 1701 First Ave. So.  
**City:** Seattle, WA 98134  
**Telephone:** 206-343-2822  
Toll Free: 1-877-221-1SDB  
**Website:** [www.seattledesignbuild.com](http://www.seattledesignbuild.com)



## POINTS TO COVER WITH ANY CONTRACTOR YOU INTERVIEW BEFORE SIGNING A CONTRACT:

- 1. What type of license do you have and what is your state UBI number?**  
General Contractor's License - SEATTDB963CP / UBI- 602-355-143
- 2. Do you carry Workers' Compensation? Yes**
- 3. Do you carry Liability Insurance? Yes**  
**If so, how much?** \$2,000,000 aggregate  
**What is the name under which the liability Insurance is carried?** James River Insurance (A+)
- 4. Can your insurance company send me a Certificate of Insurance as additional insured?**  
Yes, they'd be more than happy to oblige to whatever necessary documents you will need.
- 5. How long has the existing business been in operation?**  
We've been at the present location for 16 yrs., manufacturing sunrooms in the Seattle area for 27 yrs. We have established a reputation among our peers and our past clientele as a quality name in the remodeling industry.
- 6. How many years of experience do you have in the industry?**
  - a. Company 27 years
  - b. Carolyn Boardman 27 years
  - c. Roger Conen 25 years
  - d. Darlene Forhart 35 years
  - e. Darcy Self 26 years
  - f. Jennifer Lehr 15 years
- 7. Do you belong to any professional organizations?**  
**If yes, what organization(s)? Yes**
  -  - Master Builders' Association of King and Snohomish Counties/ Remodeler's Council
  -  - Master Builders' Association - Built Green Program
  -  - NAHB - National Association of Home Builders
  -  - NKBA - National Kitchen & Bath Association
- 8. Have you previously performed work similar to my project?**  
Yes, we have completed hundreds of projects of various scopes. We've designed and completed award winning Kitchen and Bathroom remodels, whole house remodels, additions, and sunrooms of various sizes and shapes.

**9. Will you be able to start and complete my project before you undertake another project?**

Our Lead Carpenters are our employees and each Lead only works on one job at a time, 5 days a week, until the job is completed. If a Lead becomes incapacitated, another available Lead will be assigned to your project under the supervision of our Field Superintendent. Your project will not be dormant for an extended period of time. In the unlikely event that our employees cannot be at the worksite as scheduled, you will be notified by telephone by your Field Superintendent.

**10. What is your policy on changes / request that may add or subtract from work?**

Change order paperwork will be initiated by your Lead or your sales rep. You will either be given a firm price or we will do the additional work for time and material (T&M) cost plus. When we're doing T&M, a daily log sheet is completed with the hours for the day and description of what was done. You'll be asked to initial these sheets daily so there will be no surprises when the additional bill is presented to you for payment.

**11. What is your policy on changes initiated by SDB that may add or subtract from the work?**

Our prices are firm unless you add or subtract work. The only time we'll have additional charges is under the following conditions:

- If additional structural engineering is required by the Structural Engineers or the Building Department.
- If there are existing conditions that need to be repaired that cannot be seen until siding, roofing, etc. is removed.

We make every effort to determine if we think there will be any unforeseen cost, and will often recommend that we obtain structural engineering before the project is priced.

**12. What is your policy on cleaning up after yourself for the work that you or your workers do?**

We keep your job site neat and we will pick up at the end of each day. Upon completion of the job we will thoroughly clean the area. We also recycle any discarded material that pertains to your project and we salvage any material that can be used. When applicable, floor protection is always included.

**13. Do you provide warranties for your workmanship and from manufactures? Yes**

**Labor Warranty:** Standard 1 Year, additional negotiated

**Milgard Windows and Doors:** Lifetime warranty – labor and material

Other manufacturer's warranties depend upon the products used.

**14. Do you subcontract out any of the work? Yes**

**If yes, what aspect(s)?**

Specialty work, electrical, flooring, countertops, tile, heating, plumbing, glass railing, brick work, roofing. We have a close relationship with our sub contractors and have worked with them for many years.

**15. Do you require a subcontractor agreement and Certificate of Insurance from your subs? Yes**

**16. How will I know when payments are due?**

There is a detailed payment schedule on the bottom of your proposal and we review the payment schedule at the beginning of the job.

**THE FOLLOWING WEBSITE WILL VERIFY CURRENT STATUS OF INSURANCE ON ALL CONSTRUCTION COMPANIES AND SUBCONTRACTORS. (Note: IF A CONTRACTOR IS NOT PROPERLY INSURED THE HOMEOWNER ASSUMES ALL LIABILITY).** <https://www2.wa.gov/lni/bbip/contractor.asp>

Source: R. S. Means Company, Inc. Construction Publishers and Consultants, Kingston, MA, 2002