



Corporate Office: 41800 Executive Drive, Harrison Township, MI 48045
 Toll Free: 866-4-JARVIS • (586) 954-4700 • Fax: (586) 954-4707

Checklist for Choosing a Qualified Structure / Repair/ Restoration Contractor

Employee Profiles	Jarvis	2	3
● Large full time staff of professionally trained carpenters, tradesmen & technicians	√	—	—
● Full complement of project managers, supervisors & foremen	√	—	—
● Staff Engineer	√	—	—
● Trained crews to respond to any emergency project	√	—	—
● Previous multiple home building experience	√	—	—
● Previous 30 plus year of fire, water, wind mold projects	√	—	—
Responsiveness			
● 24 hour Emergency response	√	—	—
● 1 hour site response for emergencies	√	—	—
● Over 100 emergency response vehicles	√	—	—
● Immediate ability to field any size project	√	—	—
● Electronic invoicing available	√	—	—
● Direct access to cell phones & email addresses. Calls & emails returned promptly.	√	—	—
Safety			
● Documented OSHA compliant safety plans	√	—	—
● On-site safety coordinator	√	—	—
● Safety & health evaluation on emergency projects	√	—	—
● Fall protection procedures	√	—	—
Employee Testing Protocol			
● Periodic drug testing	√	—	—
● Respirator fit testing	√	—	—
● Driving record checks	√	—	—
● Individual background checks	√	—	—
Management & Support			
● Complete office support staff	√	—	—
● In-house estimating department, project managers & sales rep	√	—	—
● Over 30 years of reliable service	√	—	—
● Detailed proposals available in hard copy & electronic format	√	—	—
● Full job schedules with timelines	√	—	—
● Thermal imaging reports	√	—	—
● Consulting service	√	—	—
● Project management service	√	—	—
● Remedial service	√	—	—



Risk Management & Insurance

- | | | | |
|---|---|---|---|
| ● General Liability Insurance coverage with limits of 1 Million or greater | √ | — | — |
| ● Commercial Automobile Insurance coverage with Limits of 1 Million or greater | √ | — | — |
| ● Mandatory Statutory Worker’s Compensation coverage | √ | — | — |
| ● Pollution Liability Insurance Coverage with limits of 1 Million or greater | √ | — | — |
| ● Excess or Umbrella Insurance Coverage of 1 Million or greater | √ | — | — |
| ● Bailment coverage for Customer Goods in contractors care, custody and control | √ | — | — |

Technology

- | | | | |
|--|---|---|---|
| ● Computer Aided Scheduling | √ | — | — |
| ● Outlook collaboration and scheduling | √ | — | — |
| ● MD Project Management scheduling | √ | — | — |
| ● Equipment placement and tracking through bar-coding | √ | — | — |
| ● Advanced communication for employees through Email, Blackberry, Cellular phones, VPN/Remote Access | √ | — | — |
| ● Xactimate estimating software with direct upload to insurance carriers/adjusters | √ | — | — |
| ● Advanced state of the art drying equipment | √ | — | — |

Associations and Affiliations

- | | | | |
|---|---|---|---|
| ● Member of the Better Business Bureau | √ | — | — |
| ● Restoration Industry Association | √ | — | — |
| ● Crawford Contractor Connection | √ | — | — |
| ● Code Blue | √ | — | — |
| ● IICRC Institute of Inspection, Cleaning & Restoration | √ | — | — |
| ● Painting & Decorating Contractors of America | √ | — | — |
| ● Eagle Contractor Overlook | √ | — | — |
| ● Innovation Property Repair | √ | — | — |
| ● Total Facility Management | √ | — | — |
| ● SSPC Structural Steel Painting Contractors | √ | — | — |
| ● IREM – Institute for Real Estate Management | √ | — | — |
| ● BOMA – Business Owners and Managers Association | √ | — | — |

Facilities and Industry Resources

- | | | | |
|--|---|---|---|
| ● Operating facilities include corporate headquarters, warehouse, equipment storage and indoor storage | √ | — | — |
| ● 3 National locations strategically located to service the Midwest & Southern state regions | √ | — | — |
| ● Preferred relationships with all major equipment suppliers and material manufacturers | √ | — | — |
| ● Over 10 million dollars in equipment | √ | — | — |
| ● On-staff mechanic to service Jarvis equipment to minimize down time | √ | — | — |

