GRADING / 01

DEFINE THE FINISHED RESULT

Describe what you want to use the area for. Reference professional documents without inventing specifications or deciding how the work should be done.

A helpful preparation resource from PickYourPro.ai. Fill in digitally or print. Keep your completed copy private.

Area A / B: intended use of the finished area

What should be different at handoff? Use ordinary words

Plan or scope document label and current revision

Professional responsible for defining the finished result

Retained surfaces or adjacent work to discuss - neutral labels only

Missing or conflicting information that needs professional clarification

Preparation only. Not design, engineering, surveying, drainage, soil, work, safety, technical acceptance, code, permit, property, environmental, contract or legal advice.

GRADING / 02

SEPARATE FINISH FROM OTHER WORK

Ask the provider to identify the written scope for each stage. Record a document reference or an open question, not technical instructions.

Rough grading: included work and scope-document reference

Finished surface: included work and defining document reference

Stabilization or establishment: included / excluded / needs discussion

Retained-surface interfaces: coordinator and written scope reference

Work by others: handoff owner and unresolved scope boundaries

Plan revisions: who confirms everyone is using the same version?

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GRADING / 03

CHECK THE HANDOFF GAPS

Tick after clarification. A checked box records a conversation, not technical acceptance, suitability or permission to begin work.

- [ ] The proposal identifies the same plan or scope revision
- [ ] Rough and finished-surface work are distinguished
- [ ] Retained-surface interfaces have a named coordinator
- [ ] Professional verification and record delivery are discussed
- [ ] Stabilization or establishment scope is explicit
- [ ] Later care instructions and responsibilities are addressed
- [ ] Changes and unresolved items have a written process
- [ ] Completion and later visits are not assumed to be the same service

Finish or interface still not defined in the written scope

Verification record or responsible professional still to be agreed

Post-handoff task or later visit still unclear

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GRADING / 04

QUESTIONS FOR THE GRADING PROVIDER

Write the answer and the supporting proposal or document reference. Leave technical assessments and acceptance decisions to the responsible professionals.

Documents: which revision controls and who resolves conflicts?

Finish: what distinguishes rough, finished and stabilization scope?

Interfaces: who coordinates retained surfaces and other providers?

Verification: who performs it and which records are delivered?

Handoff: which later tasks and instructions are included or excluded?

Changes: how are revisions, open items and later visits agreed?

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GRADING / 05

COMPARE THE SAME FINISHED SCOPE

Use A and B in each box. Different finish stages or verification deliverables are different scopes, even when both proposals say grading.

Provider A / B: same document revision and finished-result scope?

Finish, stabilization, retained interfaces and exclusions - A / B

Verification records, handoff owner and later responsibilities - A / B

Open items, change process, written terms and total proposal - A / B

READY TO HEAR FROM PROS?

Create an account on PickYourPro.ai if you choose, then start a Grading request. Share a non-sensitive finished-result brief so participating pros can compete with proposals. Compare the same document revision, included finish, verification records, handoff responsibilities and written terms.

One request. Every pro's best offer.

Start a request

Participation varies. A site review and professional definition of the finished scope may be needed before a final proposal.

Planning guide: https://www.pickyourpro.ai/services/grading

FTC: Home Improvement Contractor Selection (official reference)

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