

Calder townhouse
waterproofing installation

Job

J-DEMO-CALDER-001

Scheduled

Internal field packet

Job Address

42 Bank Street, New
York, NY, 10014

Scheduled Dates

Jul 9, 2026, 1:30
PM to Jul 10, 2026,
8:00 PM

Crew

Crew A

Photos

3 attached

Customer And Property

Customer: Calder Design Studio
Phone: +1 646 555 0142
Email: studio@calderdesign.example
Address: 42 Bank Street, New York, NY, 10014
City/County: New York / New York County

Schedule And Crew

Schedule: Jul 9, 2026, 1:30 PM to Jul 10,
2026, 8:00 PM
Crew: Crew A
Status: Scheduled
Generated: Sep 18, 2026, 6:31 PM

Scope Of Work

Install an interior drainage system along the rear and side walls, add a primary sump package,
correct discharge routing, add vapor barrier at affected wall sections, and seal one active crack.

Access Notes

Contractor has lockbox access during weekday work hours.
Access confirmed Jul 8, 2026, 8:00 PM.

Safety Notes

Field-friendly demo job. Confirm access, protect finished floors, and document before/during/after photos.

Confirm utilities, wet areas, dust controls, PPE, stairs, pets, parking, and electrical hazards before work starts.

Material Checklist

☐ Load and confirm: Interior drain pipe, washed stone, sump package, discharge line materials, vapor barrier, and crack repair kit.

☐ Permit note: No permits expected for interior waterproofing phase.

☐ Confirm tools, PPE, dust control, floor protection, and disposal/haul-off supplies.

☐ Confirm pump, discharge, drain, vapor barrier, concrete, crack repair, or structural materials that match the scope.

☐ Materials needed? (Done)

☐ Materials, permits, and special equipment are reviewed (Open)

☐ Sawcut and remove concrete safely (Open)

☐ Install drainage channel and stone (Open)

☐ Replace concrete and clean work area (Open)

☐ Install pump, check valve, and discharge piping (Open)

Crew Checklist

Day 1 Site Prep

- ☐ Confirm access - Open - Required
- ☐ Protect finished surfaces - Open - Required
- ☐ Capture before photos - Open - Required

Pre-job office checklist

- ☐ Signed proposal is in the job file - Open - Required
- ☐ Deposit/payment requirement is confirmed - Open - Required
- ☐ Crew assignment and schedule are confirmed - Open - Required
- ☐ Materials, permits, and special equipment are reviewed - Open - Required
- ☐ Customer access notes are confirmed - Open - Required

Basement prep checklist

- ☐ Confirm work area is clear or document obstructions - Open - Required
- ☐ Protect finished surfaces and customer belongings - Open - Required
- ☐ Identify utilities, panels, drains, and shutoffs - Open - Required
- ☐ Set dust control and debris path - Open - Required
- ☐ Take before photos - Open - Required

Interior drainage checklist

- ☐ Confirm drain layout and linear feet - Open - Required
- ☐ Sawcut and remove concrete safely - Open - Required
- ☐ Install drainage channel and stone - Open - Required
- ☐ Tie drain into sump or discharge path - Open - Required
- ☐ Replace concrete and clean work area - Open - Required

Sump pump checklist

- ☐ Confirm sump location and basin condition - Open - Required
- ☐ Install pump, check valve, and discharge piping - Open - Required
- ☐ Confirm power source and backup requirements - Open - Required
- ☐ Test pump operation with water - Open - Required
- ☐ Explain pump basics to customer if present - Open - Required

Vapor barrier checklist

- ☐ Confirm vapor barrier area and attachment method - Open - Required
- ☐ Prepare wall or crawlspace surface - Open - Required
- ☐ Install barrier with seams and terminations secured - Open - Required
- ☐ Seal penetrations as required - Open - Required
- ☐ Take after photos of completed barrier - Open - Required

Foundation wall repair checklist

- ☐ Confirm repair locations and counts - Open - Required
- ☐ Prepare cracks or reinforcement surfaces - Open - Required
- ☐ Install repair system per selected method - Open - Required
- ☐ Document completed repair with photos - Open - Required
- ☐ Flag any movement or structural concern for office review - Open - Required

Completion/cleanup checklist

- ☐ Remove debris and unused materials - Open - Required
- ☐ Sweep work and traffic areas - Open - Required
- ☐ Take after photos - Open - Required
- ☐ Confirm tools and equipment are loaded - Open - Required
- ☐ Report punch-list items to office - Open - Required

Photos

- ☐ Photo 1: After photo for demo completion requirement. (After photo) - Calder after cleanout.jpg - <https://placeholder.co/1200x900/f8f4ec/121720.jpg?text=After+Photo>
- ☐ Photo 2: During work photo showing drain layout and protected traffic path. (During work) - Calder during drain layout.jpg - <https://placeholder.co/1200x900/151d2a/e5c77a.jpg?text=During+Work>
- ☐ Photo 3: Before photo of rear basement wall and floor edge. (Before photo) - Calder before basement wall.jpg - <https://placeholder.co/1200x900/121720/e5c77a.jpg?text=Before+Photo>

Office/Admin Only - Payment And Deposit Status

Deposit status: Deposit Needed
Deposit amount: \$5,655.90
Deposit percent: 30.00%
Proposal total: \$18,853.00
INV-DEMO-CALDER-001-DEP: \$5,655.90 total, \$0.00 paid, \$5,655.90 due (Draft)

Signature And Walkthrough

- ☐ Review completed work with customer when available.
- ☐ Point out sump/discharge basics if applicable.
- ☐ Confirm access areas are clean and tools are removed.
- ☐ Capture customer concerns, punch-list items, or final notes.

Walkthrough Sign-Off

- ☐ Crew lead confirms completed scope and site cleanup.
- ☐ Customer walkthrough completed or office notified if customer unavailable.
- ☐ Final photos and walkthrough notes captured before leaving.

Customer / Authorized Contact

Date