



Materials Coordination Worksheet

Material Coordination Worksheet		Sample Client			
April 10, 2015		Lexington, MA			
Items	Supplied	Product/Style information	Ordered/	On site	
	By		Approved	Lead time	Date
Doors/Windows/Exterior					
Door and window list approval	HTR	Marvin order Add on Phantom screen	4/17	4 weeks	5/22
Cabinets					
Kitchen cabinets ordered	SL		4/10		6/22
Bathroom cabinets ordered	SL		4/10		6/8
Millwork Approvals					
Cherry desk		Details approved	5/18		
Entertainment cabinet		Final measurements	6/22		
Custom mirror		Installation			7/13
Plumbing fixtures					
Rough shower valve	HTR	Marrienne Fox, GraniteGroup			22-May
Diverter valve	HTR	Handshower was not included in the allowance			
Bathroom faucet	HTR				22-Jun
Bathroom sink	HTR				22-Jun
Toilet	HTR				22-Jun
All bathroom accessories	HTR				22-Jun
Miscellaneous trim and fittings	HTR				22-Jun
Kitchen sink	SL	Reuse			
Kitchen faucet	SL				
Appliances					
Range hood	SL				
Refridgerator	SL	Yale Appliance			7/6
Dual fuel range	SL				7/6

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Dishwasher	SL				7/6
Disposal	SL				7/6
Wine Fridge	SL				7/6
Tile					
Shower wall tile	HTR				6/8
Shower floor tile	HTR				6/8
Bathroom floor tile	HTR				6/8
Bathroom backsplash tile	HTR				6/8
Kitchen backsplash tile	HTR				6/8
Grout	HTR				6/8
Stone					
Kitchen counters	SL	Template date	7/3		
		Install date			7/13
Bathroom counter	SL	Order by sketch in advance to skip templating and install with the vanity cabinet and tile			6/8
Shower curbing, seat and niche bo	SL	Order in advance			6/8
Hardware and accessories					
Interior door hardware	HTR	Baldwin or Emtek			7/6
Interior Paint					
Wall colors by room	HTR				5/27
Glass					
Frameless glass shower door		Template date	6/29	4 weeks	7/24
Surface mounted electrical fixture					
Pendant lights over the peninsula	SL				7/6
Ceiling mounted lights in the mudroom area					7/6
Vanity light					7/6
Exterior light					7/6
					7/6