

A DOCUMENTED FIVE-STAGE DELIVERY SYSTEM

THE DCMG CLEARBUILD METHOD TM

Built for clarity. Managed with purpose.

01 CLARIFY

02 PLAN

03 CONTROL

04 COMMUNICATE

05 CLOSE

A clearer way to deliver every project.

The DCMG ClearBuild Method is our documented five-stage delivery system. It creates a consistent path from the first conversation to final follow-up, giving owners, consultants, trades and insurance partners a shared understanding of what happens next, who must decide, and how cost, quality, risk and schedule are controlled.

THE PROMISE

Every DCMG project is organized around five visible commitments: clarify the work, plan the path, control delivery, communicate the truth, and close with confidence.

STAGE	OWNER OUTCOME	DCMG CONTROL POINTS
01 CLARIFY	The right problem, priorities and decision-makers are defined before commitments are made.	Objectives; scope; budget; site and project risks; insurance requirements; stakeholders; authority matrix.
02 PLAN	The project has a coordinated, realistic route to mobilization and completion.	Drawings; permits; selections; procurement; baseline schedule; responsibilities; communication protocols.
03 CONTROL	Performance is measured and exceptions are acted on before they become surprises.	Costs; commitments; changes; safety; quality; documentation; schedule; risk log.
04 COMMUNICATE	Owners always understand status, decisions, exposure and the next step.	Consistent reports; photographs; decisions required; risks; look-ahead; escalation and meeting records.
05 CLOSE	The project is completed, documented and supported after handover.	Deficiencies; turnover documents; warranties; training; final accounts; post-project follow-up.

01 CLARIFY

Confirm what success means before the team starts solving.

- + Confirm owner objectives, operational needs and desired outcomes.
- + Define scope inclusions, exclusions, assumptions and constraints.
- + Establish the working budget, funding limits and contingency approach.
- + Identify site, design, procurement, schedule, safety and stakeholder risks.
- + Confirm insurance requirements, loss information and reporting obligations when applicable.
- + Name decision-makers, approval authority and required response times.

REQUIRED OUTPUT

ClearBuild Project Brief + initial risk and decision register

02 PLAN

Turn the agreed objective into a coordinated delivery roadmap.

- + Coordinate drawings, consultants, surveys and existing-condition information.
- + Map permits, approvals, inspections and authority requirements.
- + Create the selection schedule and document owner decisions.
- + Build the procurement plan around long-lead and critical-path items.
- + Establish the baseline schedule, milestones and site logistics.
- + Confirm reporting frequency, meeting rhythm, contact list and escalation protocol.

REQUIRED OUTPUT

ClearBuild Execution Plan + baseline schedule and procurement log

03 CONTROL

Measure the project, protect the plan and manage exceptions.

- + Track budget, commitments, forecast cost and contingency.
- + Document potential changes before approval and separate them from base scope.
- + Maintain site safety, quality inspections and deficiency prevention.
- + Update the schedule, critical path and recovery actions.
- + Control drawings, RFIs, submittals, field records and approvals.
- + Escalate risks with an owner, due date and recommended action.

REQUIRED OUTPUT

ClearBuild Project Controls Report + live logs

04 COMMUNICATE

Make project status understandable, current and actionable.

- + Provide a consistent owner report at the agreed frequency.
- + Show progress photographs with location and context.
- + State decisions required, responsible party and decision date.
- + Explain budget, change, schedule and quality status in plain language.
- + Identify active risks and the steps being taken to control them.
- + Finish every update with the next two-week priorities.

REQUIRED OUTPUT

ClearBuild Owner Update + meeting and decision records

05 CLOSE

Finish the work, transfer knowledge and remain accountable.

- + Complete and verify deficiencies before final turnover.
- + Assemble permits, inspections, as-builts, manuals and certificates.
- + Deliver warranties, training and maintenance requirements.
- + Reconcile changes, allowances, invoices and final accounts.
- + Confirm occupancy, handover and owner acceptance requirements.
- + Complete 30-day follow-up and scheduled warranty reviews.

REQUIRED OUTPUT

ClearBuild Turnover Package + post-project review

Applied to construction and renovations

For construction, design-build, fit-out and renovation projects, ClearBuild connects early definition to disciplined cost, schedule and quality controls. It is especially valuable where existing conditions, live operations, owner selections or long-lead materials can affect delivery.

STAGE	OWNER OUTCOME	DCMG CONTROL POINTS
CLARIFY	A defined business case and scope boundary.	Existing conditions; owner priorities; occupancy needs; budget; phasing; consultants; approvals.
PLAN	A buildable, procured and permitted path.	Design coordination; permit matrix; selection dates; logistics; subcontractor buyout; baseline schedule.
CONTROL	A current view of cost, time, quality and exposure.	Forecast; commitments; change log; RFIs; submittals; inspections; safety; three-week look-ahead.
COMMUNICATE	Decisions are made with timely, accurate information.	Weekly or biweekly report; photos; progress; financial status; decisions; risks; next steps.
CLOSE	A complete, usable asset and clean transfer of responsibility.	Deficiency verification; occupancy; commissioning; manuals; training; warranties; final account.

Recommended client reporting rhythm

Weekly during active construction; every two weeks for lower-intensity pre-construction; immediate escalation for safety, major cost, critical-path delay or material scope risk.

Applied to insurance restoration

For emergency response, remediation and restoration, ClearBuild adds urgency without sacrificing documentation. The method creates a traceable file from first notice of loss through stabilization, scope agreement, reconstruction and warranty follow-up.

STAGE	OWNER OUTCOME	DCMG CONTROL POINTS
CLARIFY	The loss, authority, safety needs and reporting obligations are understood.	Cause and date of loss; emergency status; parties; coverage information; access; hazards; immediate controls.
PLAN	Stabilization, remediation and reconstruction are sequenced around approvals.	Emergency work plan; testing; containment; estimating; adjuster/owner approvals; contents; permits; trades.
CONTROL	The file supports safe delivery and defensible claim documentation.	Daily logs; moisture readings; photographs; equipment; labour; materials; scope revisions; health and safety.
COMMUNICATE	Owner and insurance stakeholders see the same current facts.	Initial status; regular updates; decision requests; estimate changes; progress photos; schedule; next actions.
CLOSE	The property and claim file are complete and supportable.	Clearance/verification; reconstruction deficiencies; certificates; invoices; warranties; sign-off; follow-up.

Recommended response rhythm

Initial status after attendance; daily updates during active emergency or drying work; weekly updates during reconstruction; immediate escalation when conditions, scope, safety, coverage or occupancy assumptions change.

ClearBuild communications standard

Every formal project update should answer six questions in the same order. This keeps reporting short, comparable and useful.

01	What was completed?	Measured progress and photographs.
02	Where do cost and schedule stand?	Current position, change and forecast.
03	What decisions are required?	Owner, deadline and consequence of delay.
04	What risks are active?	Probability, impact, owner and response.
05	What happens next?	Two-week look-ahead and dependencies.
06	What needs escalation?	Only items outside agreed tolerance.

Minimum document set

- + Project brief and stakeholder/authority matrix
- + Baseline budget and schedule
- + Procurement, decision, risk and change logs
- + Site records, safety and quality documentation
- + Owner progress report with dated photographs
- + Deficiency, turnover and warranty records

Ready-to-use brand references

Use the registered brand wording consistently. Keep the method name intact and follow it with a plain description of the benefit.

PROPOSAL

This project will be delivered through The DCMG ClearBuild Method - our documented five-stage system for Clarify, Plan, Control, Communicate and Close. The method gives the owner a clear view of scope, decisions, cost, schedule, risk and closeout from the first plan to final handover.

PROJECT REPORT

ClearBuild Project Update | Reporting period: [date] | Current stage: [Clarify / Plan / Control / Communicate / Close] | Overall status: [on track / attention required / decision required]

SITE SIGN

THE DCMG CLEARBUILD METHOD BUILT FOR CLARITY. MANAGED WITH PURPOSE. PLAN | BUILD | RESTORE

EMAIL SIGNATURE

Dream Construction Management Group The DCMG ClearBuild Method | Built for clarity. Managed with purpose.
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COMPANY PROFILE

DCMG delivers every engagement through The DCMG ClearBuild Method, a documented five-stage system that aligns scope, planning, project controls, owner communication and closeout. It gives clients one accountable process across construction, design-build, renovation, insurance remediation and restoration.

SOCIAL POST

A better project starts with clarity. The DCMG ClearBuild Method brings every project through five visible stages: Clarify. Plan. Control. Communicate. Close. It is how we protect the plan, keep owners informed and close every project with confidence. #ClearBuildMethod #DCMG #ConstructionManagement

Implementation checklist

Use this checklist to make ClearBuild a real operating system rather than marketing language.

- + Assign a ClearBuild stage to every active opportunity and project.
- + Include the five-stage summary in every proposal and pre-construction presentation.
- + Use one project brief, one baseline, and one controlled log set for each project.
- + Issue owner updates using the six-question communication standard.
- + Train project leads on escalation thresholds and decision documentation.
- + Include ClearBuild wording on project reports, site signage and email signatures.
- + Review stage-gate completion before mobilization, major scope transition and turnover.
- + Complete a post-project review and carry lessons into the next project.

**BUILT FOR CLARITY.
MANAGED WITH
PURPOSE.**

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