



J. Francis Company LLC

GENERAL CONTRACTING AND REMODELING

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newsletter

In this issue...

[Company Update](#)

[Team Update](#)

[Feature Project](#)

[What's New in '07](#)

[Super Trivia Challenge](#)

[Thanks for the Kind Words](#)

[Remodeling Tips](#)

[Core Values](#)

[What Kind of Work Does](#)

[J.Francis Company Do?](#)

[Referral Rewards Program](#)

[Contact Us](#)

[Links](#)

[Super Trivia Challenge](#)

Here's your Chance at a \$20 Gift Card!

Trivia is a fun feature of the newsletter. Each & every month brings a new question & opportunity for **you** to win! The first correct answer emailed to jean@jfcollc.com will be the proud winner of a \$20 Gift Card of your choice.

Question: What is the average cost of a major kitchen remodel in the Middle Atlantic Region, according to Remodeling's Cost vs Value Report for 2006?

Answer:

- a) \$42,578
- b) \$50,795
- c) \$34,945
- d) \$56,298

[Thanks for the Kind Words](#)

"The University Librarian was concerned with the dust created by the demolition would damage sensitive book collections in

October 2007

Happy autumn! As the nights cool down and we inch towards the holidays, it is time to get your home ready. Under "Remodeling Tips", we identify quick fixes for getting your home ready for the holidays. Read on to learn about the latest news at J. Francis Company, LLC. We look forward to hearing from you!

[Company Update](#)



From September 15-19, 2007, J. Francis Company, LLC hosted a national conference for Remodelers Advantage Roundtable (RAR) in Pittsburgh. It included our group of contractors/remodeling professionals named "The Infinity Group," which contains twelve companies from around the country and Canada. People attended from Toronto, Seattle, Ohio, Massachusetts, Maryland, Virginia, Connecticut, West Virginia & Washington DC. J. Francis Company, LLC was reviewed in areas including: Safety, Quality Control, Human Resources, Financial & Accounting Systems, Accurate Project Estimating Guidelines, Building Supplies & Resources, and recommendations for improvement were made.

Linda Case, Founder of Remodelers Advantage Roundtable stated, "There is nothing quite as exciting and daunting as having a knowledgeable group of your peer remodelers visit your company and look into every nook and cranny of your business, interview your personnel in private and question your business plan. What our group found was a company with integrity, creativity and tremendous talent. It was a pleasure visiting J. Francis Company, LLC."

The goal of participation in RAR is to raise the standard of professionalism. J. Francis Company, LLC has been a member RAR for 6 years. RAR has been in existence for over 20 years & has a membership of over 250 contractors from around the country.

[Feature Project](#)

adjacent departments. J. Francis Company (the General Contractor) totally sealed off the construction area and use HEPA Filtered fan units to clean the air. The adjacent areas were dust free! The Renovation Project was well coordinated, completed on time and the entire Gumberg Library staff was thrilled with the results." Mark A. Minoski, Project Manager, Facilities Management

"I sincerely want to thank everyone on the staff at J. Francis Company on a job well done. The project turned out better than I had ever expected and the response from our patrons has been amazing. The result of your hard work is much appreciated.

I would like to specifically comment on the professionalism of your staff. They were courteous and willing to go above and beyond to complete the project. One of our initial concerns was the dust that would be created from both the demolition and the construction. We were thrilled to not see a spec of dust! The staff took extra precautions to protect the surrounding collections and structure.

John Hoover was a delight to work with and was always just a phone call away. We were able to work through the few issues that came up along the way, resulting in a finished project that was well beyond our expectations. The project was completed in a timely fashion and allowed us to get everything put back together for the start of the semester. We look forward to working with you again." Danielle Buck, Curriculum Center Coordinator - Gumberg Library

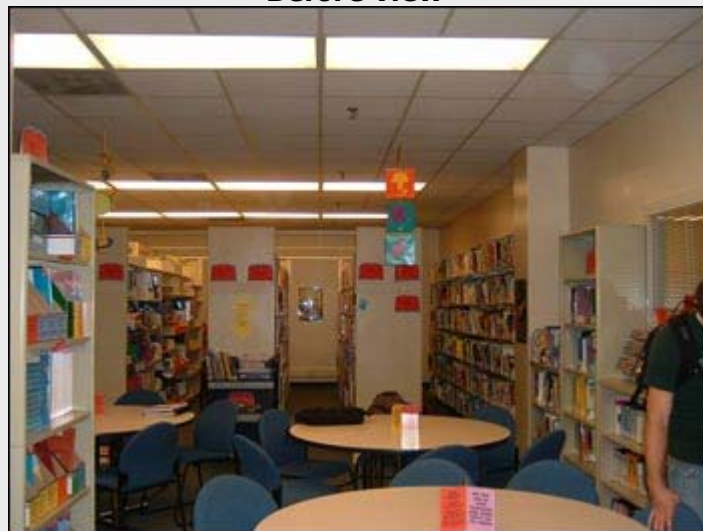
"I have to share that I just gave

Feature Project: Gumberg Library The project involved remodeling the Maureen P. Sullivan Curriculum Center of the Gumberg Library at Duquesne University. The goal was to significantly expand the size of the Curriculum Center. Scope of work included: demolition of walls to expand existing space, installing new windows & doors, multi-media closet, SMART Board, new parabolic light fixtures, new flooring, ceiling tile & painting. The space received an overall update & looks warm & inviting for the education students.

Outside of Library



Before view



Finished view

a tour of the Curriculum Center to visiting librarians from Turks and Caicos Islands, and they were awestruck. This project is a real success story and we thank you for all that you did to make it turn out so well."
University Librarian

Remodeling Tips

The holiday season is around the corner. Here are quick fixes to prepare your home for visitors.

- **Tighten loose chair legs:** To prevent an unexpected collapse, scrape off any old glue & apply wood glue or an epoxy. Wrap the legs with a bungee cord & wipe up any glue spills. Remove the cord 24 hrs later.
- **Light Up the Outdoor Walkway:** Install solar-powered lights. They come in a variety of styles & use photovoltaic cells to soak up the sun's energy. If the location is shaded, a battery powered landscape light set can also provide enough light for a safe trip up the walkway. They utilize D batteries.
- **Cover up Woodwork Scratches:** Hide scratches with Minwax Stain Marker. Match the color as close as possible. For extensive scratch damage, apply a coat of Liquid Gold.
- **Cover Musty or Animal Odors:** While candles temporarily cover odors, another solution is to put several drops of vanilla extract on the furnace filter & enjoy the smell throughout the house. The furnace fan can also send this to every room.
- **Stop a Toilet from**



Before view of the space



Finished view of the center



Before view of space to be remodeled

Rocking: Check the closet bolts holding the toilet to the floor. If they are loose, use a wrench to tighten them. If they are already tight, use plastic shims as wedges into the area that is uneven to stop the rocking. They can be found in the plumbing aisles at home center stores.

- **Forget the Stainless Steel Cleaner:** Over the counter stainless steel products may result in leaving an oily film that attracts dust & smears. Try a glass cleaner by Restore or Method that contains no ammonia or alcohol.
- **Clean out the Pantry:** Throw out any old or unused food items. Wipe off shelves and make room for those items we like to stock for holiday baking and drop-in guests.
- **Shine the Chandeliers:** Clean all the ceiling mounted light fixtures throughout your home and get your home ready for guests.



Finished view of remodeled space



Finished view of remodeled center including SMART Board & media closet



Finished view of new windows & doors

Our Core Values

- Caring
- Competence
- Integrity
- Respect
- Timeliness

J. Francis Company, LLC approaches business with our core values as a guide.

What Kind of Work Does J. Francis Company Do?

Our Typical Remodeling/Renovation Work Includes:

- Additions
- Bathrooms
- Basement Remodeling
- Classroom Improvements
- Demolition
- Drywall and Plasterwork
- Electrical
- Finished Carpentry
- Flooring
- Gut and Rehab
- Kitchens
- Mechanicals
- Office Build-Outs
- Painting
- Plumbing
- Roofing
- Rough and Trim
Carpentry
- Siding
- Space Reconfigurations
- Tenant Build-Outs
- Windows
- Wood and Metal Framing
- and Much More !!

Referral Rewards Program

Could You Use \$100.00??

- For every referral you send our way that becomes a customer, you will receive your choice of: a \$100 gift certificate to the store or restaurant of your choice or a \$100 donation to the charity of your choice in your name.
- By referring your friends, clients & co-workers to us for remodeling & renovation projects, you've helped our business grow. Offering these special rewards is our way of saying thanks. To take advantage of our Referral Reward Program, just email to jean@jfcollc.com or fax to 412.322.6425 the following contact information: your name &



***Finished view of custom door
created for media closet***



Before view of exterior hallway

phone number, the name, address & phone number of the person you are referring. We will follow up on every referral.

Contact Us

Our Mission Statement...

"J. Francis Company, LLC exists to provide our customers with competent general contracting services. We emphasize integrity, respect and timeliness in all our relationships. Our goal is sustained growth and profitability by continually exceeding expectations."

Contact us:

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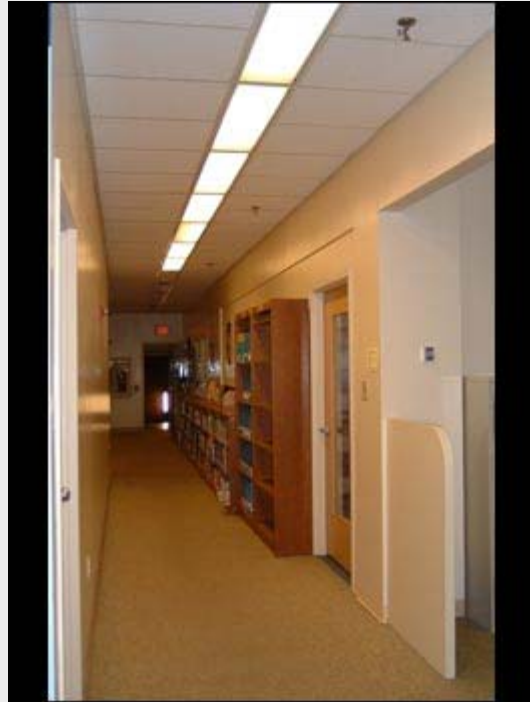
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Links



Finished view of exterior hallway



Team Update

Greg Caputo is a Lead Carpenter for J. Francis Company, LLC. Greg has over 26 years of carpentry/construction experience. He spent six years doing hurricane repair/remodeling working in the U.S. & Virgin Islands. Greg's favorite aspect of construction is doing rough framing & finish carpentry. "Since joining J. Francis Company, LLC as a Lead Carpenter, I enjoy the challenge of running the crews & ordering materials. I like working with our customers with



integrity, respect, & timeliness," says Greg. He is married to Karen and has three daughters; Magen, Ashley & Nicole.

What's New in '07

Navigating the Permitting Process. Most people will never venture to the local municipal building department or submit themselves and their blueprints to the bureaucratic process of obtaining a building permit. This includes scheduling periodic inspections such as building, plumbing, electrical & HVAC for a project and complying with building codes and other regulatory red tape required for construction. There are different compliance requirements for residential vs. commercial construction based on the International Building Code (IBC) and the Uniform Building Code (UBC).

Working through the red tape to navigate the approvals and inspection process takes experience and patience. The regulatory issues that contractors/remodeler's must map out and manage can be significant. The contractor/remodelers job is to make sure their projects are in full compliance and to achieve an acceptable level of health and safety for their clients.

Plan Check. Before a set of blueprints or house plans can be used to remodel a house, the municipal building department must review them to make sure the drawings comply with applicable building codes. The plan checker looks at structural design and loads, plumbing, heating, and electrical layouts and specifications, and other details in the plans. The plans are reviewed to make sure that they reflect new codes, such as for smoke alarms and adequate emergency exits (called "egress") that may have changed since the house was initially built. If everything is in order, the drawings are approved for construction.

Prior to plan check, however, the professional contractor/remodeler will review the drawings, as well, and make any adjustments to speed up the process. They may contact subcontractors or building materials suppliers for their input, as well, before submitting the plans. Such refinements and attention to detail help avoid red-lining or the return of the plans unapproved and marked up by the plan checker (in red pen) for necessary changes ... delaying the remodeling process.

Permitting. A *building permit* is a required document in most cities or municipalities for almost any construction project. It is the document that a building inspector will review and refer to when they visit the job site as the project progresses toward completion. The building department will only issue a permit for an approved set of blueprints or plans, and the inspector will rely on the permit and plans on the job site to compare what's drawn (and approved) to what's actually being built. It is important to submit a complete and comprehensive set of plans for approval and permitting and then follow those plans exactly

to avoid confusion, questions, and potentially costly compliance issues that can stop the job progress until they are resolved.

Inspections. Inspections at key points of a project's construction are necessary to make sure the approved plans are being built as drawn. Professional contractors/remodelers have a talent for managing their own work crews as well as the many subcontractors and suppliers hired to do the work and keep the project on schedule. A call to the inspector, with plenty of time to schedule their visit and review the job & approve it to continue is required.

More Red Tape. Increasingly, all types of construction projects are required to submit reports regarding their environmental impact, ADA compliance, energy use, zoning or land-use variances, and other regulatory compliance issues. Professional contractors/remodelers are familiar with what's current, and can direct homeowners and commercial agents and their remodeling projects through the red tape to help move the project forward to completion.



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