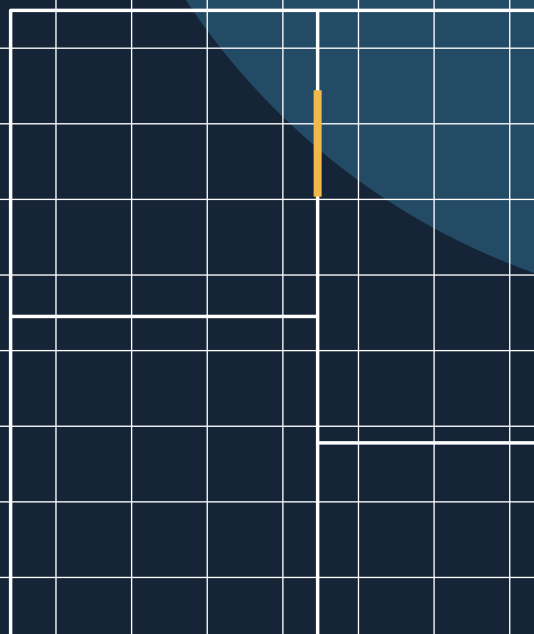


BLUE HARBOR EDITIONS

RENOVATION CONTROL BOOK

Budget, quotes, SALs, variants, and delivery
without losing control



31 TEMPLATE | 12 PLAYBOOK | 60 MESSAGGI | WORKBOOK EXCEL



BUDGET

Estimated cost



VARIANTS

before
performing



QUALITY

Before you pay

A CONTROL SYSTEM. NOT A COURSE TO IMPROVISE TECHNICIANS.

Decisions traced. Up-to-date costs. Ordered documents. No guarantee of results.

2026 EDITION | CODE BH-017 | UPDATED JULY 28, 2026



BLUE HARBOR
STUDIO

Renovation Control Book

Budget, quotes, SALs, variants, and delivery without losing control

Blue Harbor Editions · BH-017 · Italian edition 2026

OBJECTIVE

Give the owner a system to track decisions, costs, documents, times and quality, without replacing the designer, construction manager, safety coordinator, company, accountant or legal consultant.

Limits and responsibilities

This manual is an organizational tool. It does not establish which building permit is needed, does not certify the conformity of works or systems, does not approve SAL, does not authorize access to the construction site and does not replace technical, fiscal, legal or safety checks. The figures in charge maintain roles and responsibilities provided for by contract and law.

SAFETY STOP

Do not enter unauthorized areas, do not remove protections, do not give operating instructions to workers and do not accept hidden work that the professional in charge has not been able to verify. In case of danger, stop and contact the responsible person immediately.

Rules and benefits change

Qualifications, regional and municipal regulations, constraints, construction site obligations, deductions, rates, payments and communications may change. Always verify the concrete case with qualified professionals and up-to-date official sources.

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Quick Start: 90-minute operational control

Don't start with Excel. Start from the borders: what's included, who decides, how much you can spend, and what document needs to exist before each payment.

Time	Action	Output
0-15 min	Create the project folder	Contract, technician, company, quotes, photos, variants, payments, delivery.
15-30 min	Set the baseline	Scopes, exclusions, budget, reserve, target date and constraints.
30-45 min	Register Roles	Client, designer, DL, security, company, installers, administrator.
45-60 min	Normalize quotes	Same quantities, inclusions, VAT, disposals, times, materials and payments.
60-75 min	Open logs	Decisions, requests, variants, photos, criticalities, SALs and documents.
75-90 min	Set the pace	Weekly meeting, written report, cost-to-complete, and next review.

ZERO RULE

No change comes into the works without description, cost, impact on time, manager and tracked approval, except for safety emergencies managed by the competent parties.

The C.A.S.A. method

Letter	Action	Question
C	Borders	What is included, excluded, and verifiable?
A	Agreements	Who decides, who executes and what test remains?
S	Deviations	What changes in terms of cost, time, quality or risk?
A	Acceptance	What checks and documents do I need before closing?

La dashboard minima

Indicator	Practical formula	Red signal
Budget approvato	Contract + approved variants	Exceed baseline + authorized reserve
Cost-to-complete	Paid + committed + remaining estimate	Increment with no variant identified
Time	Updated Expected Finish	Milestone critica senza recovery plan
Decisions	Open Requests by Deadline	Decision after the necessary date
Quality	Defects open by gravity	Coverage or payment before verification
Documents	Received / requested	Delivery without applicable certifications

30-minute weekly rhythm

- 5 minutes: security and blockages reported by those in charge.
- 5 minutes: Tasks completed against schedule.
- 5 minutes: activity for the next two weeks.
- 5 minutes: variants, purchases and decisions with deadlines.
- 5 minutes: SAL, payments, documents, and cost-to-complete.
- 5 minutes: report with owner, date and required proof.

ONE TRUTH

The workbook contains the audit status; Contract, documents, titles, minutes and signed documents remain the sources of authorization. If the data differs, don't correct the reality in Excel: open a check