

**THE CITY OF PALM COAST
CDBG HOUSING REHABILITATION PROGRAM
WORK WRITE-UP/BID FORM**

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|-----------------|---|
| OWNER: | <u>Karl Kohl</u> |
| ADDRESS: | <u>54 Bellaire Dr. Palm Coast, FL 32137</u> |
| PHONE #: | <u>386-693-6259</u> |
| DATE: | <u>February 2, 2015</u> |

Home Built in 1984.

- Lead Base Paint Actions **Do Not** Apply:
- ACM Actions **Do Not** Apply:
- Mold Actions **Do Not** Apply

Take Notice of any attachment pertaining to any Regulated Asbestos Containing Material (RACM), Lead Based Paint (LBP) or Mold and follow all recommended actions for remediation, prevention and/or Disposal. If there are not attachments pertaining to RACM, LBP, or Mold it is reasonable to assume that no actions are required.

| Note | System | Description of Work | Location | Price | Contractor Initials |
|------|----------------|--|----------|----------------------------|---------------------|
| A. | REHABILITATION | Special attention should be directed to the attached reports regarding Lead Base Paint , Asbestos, and/or Mold. Any recommendations included in the reports regarding such material shall become part of the Work. | Unit | N/A | |
| B. | SITWORK | Rehabilitation of unit shall include: 1. Re- connects all existing TV, Satellite connections, & Phone Jacks. Install 911 addressing as required. 2. Disconnect and re-connect to community water/sewer systems if required by code or specification within this document. 3. Demolition and safe, legal, disposal of all materials, removal of all construction and replacement debris. 4. Disconnect and re-connect existing system or to community water/sewer systems (where applicable). | All | INCLUDED IN BID | |

THIS PAGE MUST BE INCLUDED WITH THE BID FOR IT TO BE VALID

All work to be performed in a workmanlike manner, in accordance with the CDBG Program Specifications as listed in this Scope of Work, Florida Building Code, and manufacturer's specifications. The contractor shall be responsible for the repairs and/or reinstallation of materials/equipment/fixtures damaged or removed due to any work item contained herein. Contractors shall properly dispose of all fixtures, materials and other items removed from the dwelling unless otherwise specified herein. Bid will be accepted on the **TOTAL BID** submitted, and all items must be cost itemized in the space provided or the bid will be rejected.

This house may or may not require the homeowner to vacate the premises during the construction period. In the case of the CDBG program unit will be vacant and shall remain so for the duration of the rehabilitation and construction process.

This document may not be altered in any manner. The scope of work set forth in this document may not be changed without the written consent of Guardian CRM, Inc. under direct authorization from the City of Palm Coast and/or its official representatives.

I hereby certify that I am licensed by the State of Florida, Department of Business and Professional Regulation, and that I am eligible to participate in the CDBG Housing rehab Program. I also agree that change orders above the original contract amount shall only be paid for with CDBG funds to correct documented code violations or to meet Section 8 Housing Quality Standards. Change orders must be approved by the homeowner or his/her representative, the contractor, and local government prior to any initiation of work based on that change order.

Contractor's Name (Print Name): _____ Contractor's Signature: _____

Contractor's Address: _____

Contractor's Phone Number: _____ Contractor's Email: _____

EXHIBIT "A" - SCOPE OF WORK

(Work Listed Below)

NOTICE TO BIDDING GENERAL CONTRACTORS

- 1) All bids to include the repair/repaint to match existing, all damaged (plaster, stucco, Tile, or any other material), walls, ceilings, ECT... affected by construction.
 - 2) All bids are subject to "or equal" in quality and/or value line item substitutions. Or equal substitutions where the line item is not being changed can be approved by the Inspector or housing coordinator verbally. Where line items are being altered the "or equal" substitution must be documented in writing.
 - 3) No work shall begin until all permits are pulled and submitted to the County. Starting work prior to obtaining permits will result in a 1 round suspension, and second violation will result in a full year program suspension, and third violation will lead to suspension not to exceed 3 years.
 - 4) A list of all subcontractors must be submitted with this bid. The subcontractor list must be amended if or when it changes during the progress on of any housing rehab activities.
- Failure to provide any required notifications will result in a violation of the terms and conditions of the SOW and Work Rehabilitation Contract and a loss of payment on the substituted product if it is not replaced with the SOW specified product. Approval will NOT be granted under any circumstance on or after the fact basis.

NOTE: Signature required for acknowledgment of Notice to Bidding General Contractors.

Printed Name

Signature

Date

1. General Construction and Operational:

1a. General Construction and Operational:

- o To include all applicable Plans, Fees, and Permitting _____ \$ _____

1b. Mold Inspection and report:

INTRO: The mold inspection shall be completed by a legal and appropriately licensed environmental firm. At the conclusion of any work the investigating company must provide an affidavit stating that the work was completed and provide a report including abatement recommendations with detailed remediation plan/scope of work and cost estimate. The Contractor understands that failure to provide this report may result in nonpayment of this item and agrees that the owner, the City, and any of its agents will not be held liable due to contractor negligence in providing all required documentation needed for payment.

- Procure and provide mold site/property inspection. The inspection shall yield a comprehensive results report which shall contain all required abatement recommendations: The Inspection and recommendations to be provided by a licensed/certified environmental firm. *A 3rd party report showing the findings at the time of inspection will be provided to the Housing Program Inspector before any change orders will be granted or payment granted for this item.*

- o Mold Inspection and Report _____ \$ _____

2. Exterior Rehabilitation:

INTRO: All roofing work shall be completed by a legal and appropriately licensed roofing firm. At the conclusion of any work the roofing company must provide an affidavit stating that the work was completed to all specification and/or code requirements and provide notice that the units roofing system is in safe and code compliant working order. The Contractor understands that failure to provide this affidavit may result in nonpayment of this item and agrees that the owner, the City, and any of its agents will not be held liable due to contractor negligence in providing all required documentation needed for payment.

2a. Roof Covering

- Removing existing roofing shingles including all deteriorated material and replace with new, 30 year asphalt, dimensional, architectural shingles. Replace sheathing and/or decking, and rafter/trusses top chords up to and not to exceed (20%), any replacement above 20% will be addressed via change order with documented back up. Replace all vents with like code compliant products and material. Connect roof sheathing to the roof framing with the required code compliant spacing.. Use wood adhesive underneath the sheathing along the connecting joint with the roof trusses where applicable. Installation to include new 2"x 2" metal drip edge (with 1/4inch offset from fascia) and flashing shall be installed throughout the entire roof system.

One 36" layer of self adhering modified underlayment shall be placed above flashing in all valleys. The entire new roof system shall conform to building code of jurisdiction Homeowner must be given a minimum of three color/style selection choices; **No fasteners shall penetrate into the fascia or 1x2 wood drip edge nailer** ;(5 year warranty required). (Recommended Product: Tamko Algae resistant or equal in value and quality)

- Sloped Roofing- (Shingles, structures) _____ \$ _____

- Remove all existing (where applicable) and install new white vinyl wrapped fungal decay and termite resistant fascia, and hardy soffit material for the entire rear roof span of the dwelling unit. A minimum 6 feet must be maintained between seams, joints, or corners. Installation should include all required components and hardware to ensure proper and correct fit and seal. (Recommended Product: LP SmartSide Trim and Siding)

- Sloped Roofing- (Fascia/Soffit) _____ \$ _____

Note 1: Where existing gutters are required to be removed to allow for roofing replacement, the condition of each section to be removed and reinstalled shall be documented IN WRITING with the homeowner. Reinstallation should meet or exceed the documented operational order as applicable, unless otherwise noted by the owner IN WRITING.

Note 2: Owner shall have choice of shingle color

Note 3: Existing solar panel(s) and connection shall be removed and properly disposed of. They shall not be reconnected.

2b. Exterior Door:

- Remove the existing front primary/entry/exit door and jambs, prepare a sufficient door buck, and install pre-hung metal clad energy star rated door in the footprint of the previously removed door (including glazed panel)-to match existing swing (Recommended Entry/Exit Doors Product NOA#-PGT Windows and Doors or equal in value and quality).

Install new interior wood casing and exterior covering as required: Prepare new door assembly for painting by washing with TSP and light sanding then apply one (1) coat of acrylic primer/sealer and two (2) coats of acrylic semi-gloss paint to match existing finishes: Homeowner must be given a minimum of three color/style selection choices

Door installation shall include keyed (alike) entry lockset with lever handle (both sides): "Schlage", Flair F51 and matching deadbolt or approved equal, deadbolt keyed one side to the lock set peephole, vinyl bubble weather-stripping, wind crash chain stop, and aluminum threshold.

Note 1: Door paint color choice shall be by owner in accordance with HOA/deed restrictions, homeowners association, and building code of jurisdiction. Contractor shall comply with manufacturer recommend time intervals between coats of paint and shall deliver smooth full paint coverage. Roller and brush marks, runs, orange peels, and other defective paint application shall not be accepted.

Note 2: Any repairs and touch up paint required to areas affected by construction are to be included in this line item.

- Front Entry/Exit Door (1- six panel unit including left side glass panel) _____ \$ _____

2b. Garage Door/Opener:

- Remove existing and install (in existing footprint) new Vinyl (1) single car garage door, weather stripping, trim, and all required components to manufacturer's specifications. Door shall contain exterior key lock set and be keyed to like. Exact door dimensions to be determined by contracting firm. **Recommended Garage Door Product NOA#-Wayne Dalton or equal in value and quality) ;(Schlage lock set Product: or equal in value and quality)**

- Front 1 Car Garage Door (1 complete unit) _____ \$ _____

Note 1: Any repairs, up to including replacement (if required) to the existing garage door framing shall be included in this line item.

- Install new, minimum ½ HP, chain drive garage door opening mechanism/system; Installation to include all components and hardware to ensure complete operational order, as well as all sensors, 2 openers, locks, tracks, and overhead lighting, ECT.... Exact garage door opening system dimensions to be determined by contracting firm. **(Recommended Product: Chamberlin Products or equal in value and quality)**

- Garage Door Opening System (1 complete unit connected to new door)_ \$ _____

3. General Interior Rehabilitation

3a. Interior Ceiling: ((LR, Dining Room, Kitchen, MBR, Master Bath))

- Remove all existing damaged ceiling covering in the following areas: Living Room, Dining Room, Kitchen, Master Bedroom, Master Bathroom (Damaged areas only): Replace the removed covering/material with like material (drywall), including any top trim.

Scrape all remaining popcorn or peeling paint from the aforementioned ceilings, repair any cracks gaps, or other deficiencies found in the ceiling material, finish to a smooth continuous surface , "Kilz", prime, and repaint the interior dining room ceiling from corner to corner.

Where painting is required the Interior finish should be flat/smooth texture. Apply one (1) coat of acrylic primer/sealer to the affected areas and paint corner to corner with two (2) coat of acrylic finish paint to match existing using zero-low VOC interior paint. **Homeowner must be given a minimum of three color choices. (Recommended Paint Product type: Eco Protective Products: Eco Accents 5000 flat or product of equal quality and value)**

Note 1: Contractor shall comply with manufacturer recommend time intervals between coats of paint and shall deliver smooth full paint coverage. Roller and brush marks, runs, orange peels, and other defective paint application shall not be accepted.

Note 2: The existing light fixtures (if found to be in working order) shall be removed and reinstalled in its original condition: , the condition the removed fixture shall be documented IN WRITING with the homeowner. Reinstallation should meet or exceed the documented operational order as applicable.

- Interior Ceiling Repair (Listed Rooms) _____ \$ _____

4. HVAC

4a. HVAC:

- Remove existing and install new minimum 2.5 ton (or as required per energy calcs) 14 SEER split central heating and air conditioning system with electric heat pump (strip sized to accommodate the housing unit's living space). **Rheem Prestige Series or approved equal in value and quality.**

The system is to include service to all habitable rooms, including replacing all existing ducts/plenums: **Owens Corning or approved equal**), compressor air handler, piping ,Electrical service connects/disconnects, programmable thermostat and all other components necessary for a complete working system; Exterior compressor must be installed on a minimum 3X3 concrete pad and bolted to the pad.

Note 1: Contractor shall provide drawings, energy calculations, and documents as required to perform the scope of work.

- HVAC All habitable rooms (Approx 1 complete unit) _____ \$ _____

5. MISC:

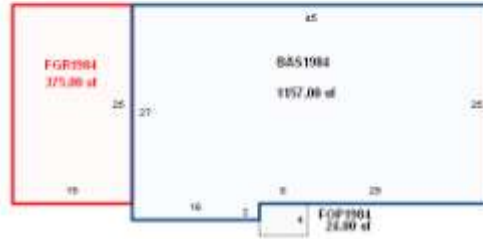
5a. Pool Screens:

- Remove all damaged or remnants of missing screen from the rear pool enclosure and install new screen (approximately 8 large sections) in the open panels. Installation should include all required hardware and components to ensure proper and secure installation.

○ Rear screen enclosure (existing) _____ \$ _____

-END SOW-

----- EXISTING DWELLING FOOTPRINT -----



----- EXISTING DWELLING FOOTPRINT -----

TOTAL bid for 54 Bellaire -----> \$ _____

****Special Notes****

Any and all products or services included in this scope of work shall be installed to the manufactures specifications and in compliance with all applicable Health Department, NEC, UPC, and/or Florida Building Codes.

All NOA product numbers can be found at www.miamidade.gov/buildingcode/pc-search_app.asp.

All products with no NOA # number can be found at www.homedepot.com, www.lowes.com, or other retail outlets where such products are sold.

HOMEOWNER SIGNATURE: _____ DATE: _____

CO-OWNER SIGNATURE: _____ DATE: _____

My signature above reflects my understanding and acceptance of the aforementioned scope of work with a total project cost of \$ _____. I also understand and accept the possibility that this initial total project cost can change (increase or decrease) if unanticipated labor or materials changes are required for compliance with any applicable building codes or deemed necessary by the Housing Program Manager. Any additional charges (increase or decrease) must be requested by the contractor in writing, submitted to the housing team for review, and must receive written approval from the Housing Program Manager BEFORE the services are to be performed.

CONTRACTOR Printed Name: _____ PHONE: _____

CONTRACTOR Signature: _____ DATE: _____

OFFICIAL USE ONLY

DATE SUBMITTED: _____ DATE ACCEPTED: _____

BID OPENED BY: _____ WITNESSED BY: _____

DATE OPENED: _____ TIME: _____

WORK WRITE-UP PREPARED BY: Antonio Jenkins Date: January 2015