

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

OWNER: Rosalie Youngworth

ADDRESS: 130 Beechwood Ln. Palm Coast, FL 32137

PHONE #: 386-503-5803

DATE: February 27, 2015

Home Built in 1979.

- 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.	SITework	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.

Company Name (Print Name): _____ **Contractor Name (Print Name):** _____

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 City. 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. Plumbing Network:

- inspect and test all of the housing unit's external/internal plumbing lines, valves (taking care to locate the master shut off valve) and system to ensure that they are free of leaks and are in optimal operating order and are able to service the housing unit in the most efficient manner in accordance with the current UPC & Florida Building Code. Inspection to be performed by a certified licensed and or registered plumbing firm and the plumbing report must be submitted to Hernando County and the Guardian NSP 3 Project Manager.. *A 3rd party report showing the findings at the time of inspection will be provided to project manager before any payment is made or change orders will be granted.*

- o Plumbing System (Inspection only) _____ \$ _____

2. Exterior Rehabilitation:

2a. Roof Covering

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.

- Removing all existing roofing shingles and covering **(primary unit/garage)** including all deteriorated material: Install two (2) layers of ASTM 30lb felt paper, and new, 30 year asphalt, dimensional, architectural, fungi resistant, self sealing shingles. Replace sheathing and/or decking, and rafter/trusses top chords (15%) or as required, any percentage above fifteen (15) will require an approved additional material change order. Replace all vents with code compliant products and material per the shingle manufacturer's specifications over all roof ridge(s).

Connect roof sheathing to the roof framing with eight-penny weight ring shank nails in accordance with 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)

Note 1: This SOW does not include any work for the rear flat deck or any fascia and/or Soffit. Any work required for these components shall be documented with an inspection report and list any repairs/replacement material, and labor costs required to repair/replace the deteriorated or improper items; If approved the items will be addressed via change order.

Note 2 : Owner shall have choice of shingle color

- Roof Repairs (As listed) _____ \$ _____

2b. Gutters:

- Remove all existing and Install new, seamless, white aluminum gutters, including gutter guards, and extended downspouts: Installation footprint to match that of all removed units : Installation to include any and all required hardware to ensure correct and proper operation and to allow proper water flow away from unit; in such a manner to disburse water flow outward to yard grass and foliage as to limit erosion and water pooling at the base of the walls. (Recommended Product: Amerimax Home Products or equal in value and quality)

- Gutters- (Existing footprint) _____ \$ _____

2c. Exterior 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.

Note 2: Where existing screens required to be removed to allow for =door 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.

- 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. Smoke detectors:

- Remove (where existing) and install new, hardwired with battery back-up smoke/C02 detectors in the areas listed; (1 unit each in the Living Room, Bedroom #1, Bedroom #2, and hallway): Installation to include all required circuitry and hardware to meet the most current required applicable fire and electric codes. (Recommended Product: First Alert or equal in value and quality)

- Listed Areas (4 units) _____ \$ _____

3b. Interior Ceilings:

- Remove all existing damaged ceiling covering throughout the unit: Scrape/peel any remaining popcorn ceiling that remains. Repair any cracks gaps, or other deficiencies found in the ceiling material, finish to a smooth continuous surface , "Kilz", prime, and repaint all the interior ceilings from corner to corner.

Interior finish should be knockdown in 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 (where not replaced by this SOW and 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 (All Areas) _____ \$ _____

3c. Interior Lighting:

- Remove existing and install new energy star rated, white high efficiency 42" ceiling fan with light kit (to include green efficient bulbs) in existing areas listed below; Installation should be to manufacturer's specifications and include all required components, circuitry and hardware to ensure complete and operational order, including proper switch operation. (Where a operation switch does not exist, one must be provided and installed to code on the wall nearest the entry/exit door) *Exact unit dimensions to be determined by the contracting firm.* (Recommended Product Hampton Bay or equal in value and quality)

- Living Room (1-unit) _____ \$ _____
- Living Room (Master BR) _____ \$ _____
- Living Room (BR #2) _____ \$ _____

3d. Bathroom Lighting:

- Remove the existing light box and lighting fixtures in the Master bath and bath #2: (ceiling repair associated with this work shall be included in line item 3b).

Relocate wiring to area above vanity mirrors and Install new energy star rated, brushed nickel, 3 lamp vanity light bar at a center set location above the vanity mirror: the new fixtures shall be connected to the existing fixture operational switch and include all trim (wood, or best determined by the contracting firm) to cover any damaged or exposed areas around the perimeter not covered by the new lighting bar fixtures: (Recommended Product Hampton Bay or equal in value and quality)

- Master bath (1-unit) _____ \$ _____
- Bath #2 (1 unit) _____ \$ _____

4. HVAC/Electrical

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.

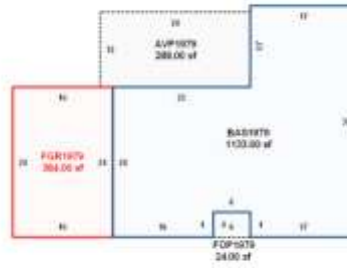
The system is to include relocation of air handler (currently in attic) to the most efficient location in the garage (as not to impede parking) and service to all habitable rooms, including cleaning all existing ducts/plenums: the complete system shall include : compressor air handler, piping ,Electrical service connects/disconnects, programmable thermostat and all other components necessary for a complete working system; Exterior compressor must be installed (where none exists) 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) _____ \$ _____

-END SOW-

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



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

TOTAL bid for 130 Beechwood-----> \$ _____

****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: February 2015