

**SUFFOLK REDEVELOPMENT and HOUSING AUTHORITY  
EMERGENCY HOME REPAIR PROGRAM**

**SCOPE OF WORK-WORK WRITE-UP-SPECIFICATIONS-PLANS**

**Date:** August 11, 2021  
**ADDRESS** 322 Bullock Street  
Suffolk, Virginia **Base SF:** 772 SF  
**PHONE NUMBER:** 757-647-8512 **Page:** 1 of 4  
**FUNDING SOURCE:** CDBG Program **IDIS #** 768

Contractor shall furnish and install the following items per attached plans, "Contractors Handbook and Master Specification Manual", Manufacturers' Instructions, applicable 2015 IRC (Virginia Construction CODE), zoning regulations and industry standards:

**GENERAL CONDITIONS: (For information only)**

- 1) Owner choice of all stock colors and fixtures.
- 2) Dwelling is currently occupied; owner will voluntarily relocate during the work and remove contents of the home where required for foundation work.
- 3) Electricity and water are available.
- 4) All site dimensions are quote/proposals and Contractor is responsible for all actual field measurements prior to bidding, ordering materials, cabinets or fixtures.
- 5) Any change in these specifications and resultant schedule shall be approved by the Owner, Contractor, Housing Consultant and SRHA prior to installation and credit.
- 6) All bid items are subject to final clarification and negotiation by SRHA. Contractor bid prices, deemed reasonable and in the best interest of SRHA, shall be the benchmark for all changes in the extent and type of work to be performed.
- 7) Lead-based paint notice:  
This dwelling was constructed prior to 1978. Contractor shall utilize EPA RRP work practices unless a formal lead risk assessment is performed by SRHA prior to Contractor start. Therefore, Contractor *shall presume lead-based paint is present*, use safe work practices by trained employees and be responsible for HUD lead clearance activities immediately prior to completion of work.
- 8) Contractor shall contact "Miss Utility" buried utility locating service at least 72 hours prior to scheduling excavation work on any project site. Contractor may proceed after receipt of clearance ticket.

322 Bullock Street  
Page: 2 of 4

01. **PERMITS:**

\$ \_\_\_\_\_ a. Obtain and post all applicable building, plumbing, electrical and mechanical permits from City Building official at least five (5) days prior to contract start date. Permits shall be posted and made visible from the street. Obtain all interim and final "Code" inspections prior to concealment of installed work. Submit copies of inspection records to Housing Consultant as source documentation of request for payment.

02. **ROOF:**

\$ \_\_\_\_\_ a. Gutter system:  
Install approximately 54 LF of 5" white-color aluminum seamless gutters, secured to fascia with clips @ 36" on center to include (6) 2X3" matching aluminum downspouts connected and screwed to 10' plastic extensions at elbow.

03. **FOUNDATION / CRAWL FRAMING:**

\$ \_\_\_\_\_ a. Remove (and salvage) 2 lowest courses of vinyl siding from rear wall. Replace 28 LF of existing sill using pressure-treated lumber – sized to existing dimensions. Reinstall siding after Code inspection.

Build 12" by 32" 1/2" pressure treated CDX plywood crawl space door on pressure treated 2X6" frame at rear of home.

{Using cut-out access via 3 interior access points along center girder (see flooring section below) Install (3) additional girder piers using 12"X12"X8" buried concrete pier block and pressure treated 6"X6" vertical post- ledger locked on each side into underside of girder – these piers shall be equally in between existing piers at Kitchen and Bathroom.

Ensure all remaining piers are structurally sound – repair as required.

\$ \_\_\_\_\_ b. Using licensed pest control company, professionally treat foundation and piers against termites. Provide owner with 1-year (renewable) bond.

\$ \_\_\_\_\_ c. Install 770 SF of 6 mil plastic vapor barrier to crawl space – staple at entrance opening, every 12' along perimeter and every 50 SF in field.

\$ \_\_\_\_\_ d. Install (16) replacement pressure treated 2"X8"X12' floor joists – spaced 12" on center for bath area and 16" on center in other areas. Use approved joist hangers.

322 Bullock Street  
Page: 3 of 4

\$ \_\_\_\_\_ e. Insulation: Remove remaining floor insulation and install KF R-19 (or equivalent) floor insulation to entire 770 SF area. Use wire clips @ 16" on center.

\$ \_\_\_\_\_ f. Vents: Replace all (8) existing foundation vents and install (1) Tjernlund Underaire 110 CFM Model V1D (\$110 product allowance) or approved equal, behind a screwed open vent and plug into dedicated UL Listed grounded receptacle with cover and wired to 15 amp GFCI-protected circuit breaker. Set humidity level per manufacturer recommendation. Screw vent on opposite wall to be fully open so that power vent may draw air through crawl space area.

04. **INTERIOR FLOORING:**

\$ \_\_\_\_\_ a. Remove and dispose of existing floor coverings throughout home and replace with vinyl sheet flooring; removing and replacing all damaged subfloor where needed using CDX plywood of equal thickness to existing. Cut-out 30 SF areas of flooring to expose crawl space in 3 locations along center girder. After installing the piers, install 3/4" CDX plywood subflooring and underlayment to equal elevation of remaining floors.

\$ \_\_\_\_\_ b. Install 1/4" lauan underlayment and cover with approved 15-year warranty glue down vinyl sheet goods complete with perimeter painted shoe molding and transition strips. (\$ 18/yard – vinyl flooring material allowance)

05. **INTERIOR WALLS :**

\$ \_\_\_\_\_ a. Repair cracks in walls after leveling structure using tape and joint compound, sanded until smooth.

\$ \_\_\_\_\_ b. Prepare, prime, fill divots and paint walls and ceiling of Living Room and Hall and walls of both Bedrooms using approved latex paint applied 3 mil. wet – 1.5 mil. dry.

06. **PLUMBING and FIXTURES:**

\$ \_\_\_\_\_ a. Replace toilet with an ADA compliant toilet at least 17" in height to include seat, flange, and wax seal.

\$ \_\_\_\_\_ b. Remove and reconnect vanity after floor installation.

322 Bullock Street  
Page: 4 of 4

07. **ELECTRICAL:**

- \$ \_\_\_\_\_ a. Contact Utility to upgrade service entrance conductor (2/0) to accommodate 150 Amp panel box.
- \$ \_\_\_\_\_ b. Wire (12AWG) and install 20 amp receptacle to service the refrigerator.
- \$ \_\_\_\_\_ c. Replace GFCI receptacle in bathroom.

08. **LEAD CLEARANCE:**

- \$ \_\_\_\_\_ a. Contractor shall use plastic drop clothes, wet cleaning and HEPA vacuum all work areas daily and as part of final clean-up prior to lead dust wipe sampling by third-party lead inspector/risk assessor hired by SRHA.

If lab tests denote presence of lead in excess of HUD minimum levels, then contractor shall re-clean "failed" areas and be responsible for all subsequent re-testing and lab fees to be paid to SRHA at the rate of \$200 service charge plus \$10 per lab sample per occurrence until project meets HUD clearance levels.

**END.**

**BID ITEMIZATION SCHEDULE**

Address: 322 Bullock Street  
Suffolk, Virginia

Date of specifications: August 11, 2021 (Revised 8-11-2021)

The following denotes my summary breakdown of bid prices for the above-mentioned project. These prices shall remain valid for 90 days after bid opening date.

	<b><u>ITEM</u></b>	<b><u>BID PRICE</u></b>
01.	<u>Permits:</u>	\$ _____
02.	<u>Roof:</u> (a) Gutters	\$ _____
03.	<u>Foundation / Crawl Framing:</u>	\$ _____
04.	<u>Interior flooring:</u>	\$ _____
05.	<u>Interior Walls:</u>	\$ _____
06.	<u>Plumbing and Fixtures:</u>	\$ _____
07.	<u>Electrical:</u>	\$ _____
08.	<u>Lead clearance:</u>	\$ _____

**TOTAL: ALL ABOVE ITEMS \$ \_\_\_\_\_**

Contractor has completed and attached the Work Write-up to this bid itemization schedule. Note: Due to the level of work required, some portions may be negotiated by SRHA for any budget restraints.

Submitted by: \_\_\_\_\_ (General Contractor Name)

Authorized by: \_\_\_\_\_ (SEAL)

Title: \_\_\_\_\_

Date: \_\_\_\_\_