#### Exhibit C – WORK WRITE-UP

**CONTRACT# CDS/220808** 

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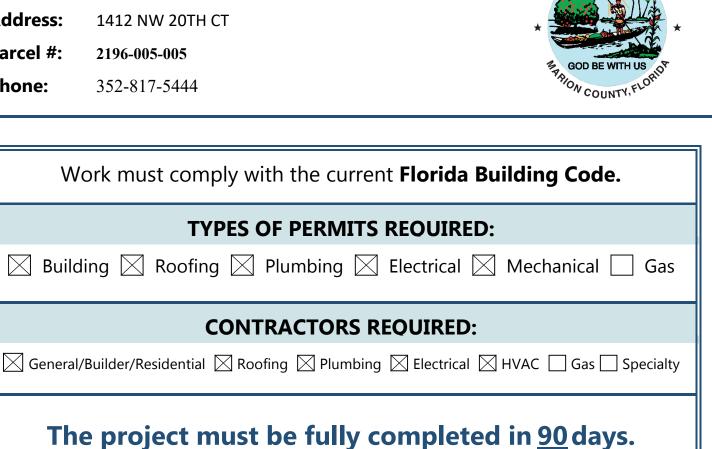
# **Rehabilitation Specification: GRNT 22-0013**

CRA: no

- **Applicant:** BOONE, EARNESTINE
- Address: 1412 NW 20TH CT

Parcel #: 2196-005-005

Phone: 352-817-5444



# **GENERAL CONDITIONS**

- 1. It is the responsibility of the contractor and/or sub-contractors to obtain all required permits necessary to perform the work described above and to properly post/display them clearly at the job site.
- 2. It is also the responsibility of the contractors and sub-contractors to ensure all required inspections are requested and passed, up to and including the final inspections from the City of Ocala Building Department and the Community Development Services Department.
- 3. Due to this being an owner-occupied residence, the contractor MUST coordinate with the Owner and City of Ocala Building Department/Inspectors when requesting the necessary inspections for this project. (The owner may move out during construction.)
- 4. All references to equivalent imply the substituted goods/materials must meet or exceed the specifications of the brand requested.

### Item 1- Roof

- 1) This work Will Require a Re-Roof Permit.
- 2) Tear off all roof surfaces to deck sheathing and repair any/all damaged or rotted areas as required.
- 3) Remove and dispose of old skylights if installed.
- 4) Contractor will provide and install, if necessary, up to 800 sq. ft. of deck material (sheathing) and will provide a per foot cost of material and labor on any unforeseen sheathing damage over 800 sq. ft., determined as a change order.
- 5) Contractor will provide and install, if necessary, up to 300 lf. of fascia or rafter/truss and will provide a per foot cost of material and labor on any unforeseen sheathing damage over 300 lt. of fascia or rafter/truss., determined as a change order.
- 6) Check all truss to bond beam/top plate connections, and ensure that truss straps have a minimum of 3 nails. Use #10D nail or SDS screw. The nail should be bent over on the opposite side. Install Simpson H2.5 Galvanized Hurricane Tie to each truss top plate (where tie downs are missing or visually inspectable) with manufacturer-suggested fasteners. This must be inspected by the Rehab Inspector before closure.
- 7) Ensure all roof sheathing/decking is re-nailed per code requirements and passes required inspections. Roof coverings shall be applied to solidly sheathed roofs (install dead wood as necessary) or spaced sheathing where code approves, except where the roof covering is specifically designed to be applied to spaced supports.
- 8) Inspect all structural roof components, rafter tails, and fascia boards visible during re-roof. Provide and install materials needed to "scab" or reinforce areas of rot or minor damage on roof framing members.
- 9) If major (requires an Engineer) structural damage is discovered, it must immediately be brought to the attention of the Rehab Inspector to determine how to proceed.
- 10) Provide and install ALL new roof components, 2" Aluminum Drip-edge, concealed "shingle over" ridge vent (install the maximum amount of ridge vent), electrical mast collar, lead boots for plumbing vent pipes and risers for vents, colored to match the roof. (Include new Range Hood Vent (8" or 10" w/ integrated damper) if vent currently exists, Bathroom Exhaust Vents (2 at 4" 6" each, w/ dampers) are mandatory, and new vents for gas water heater and furnace (if needed) (New Boot and Riser Vent colors to complement/match roof covering/house colors).
- 11) Provide and install completely new metal flashing around chimneys (where necessary) and fasten and seal in place fully. Chimneys shall be provided with crickets where the dimension parallel to the ridgeline is greater than 30 inches (762 mm) and does not intersect the ridgeline. Confirm all areas are sealed and do not leak.
- 12) Provide and install new materials for any other vent penetration not listed above. Ensure all new and existing ductwork is properly and securely connected to new roof vents.
- 13) Dry-in with a code approved, secondary water barrier over a sloped roof.
- 14) Provide and install, a code-compliant, metal roofing system including panels, ridge vent, drip edge, caps, trim, etc. to protect the entire roof and eliminate moisture intrusion, minimum 130 MPH wind rating, and minimum 30-year warranty. Metal roof system shall at minimum be of a style comparable to existing. If the 5V tin on the south side of the home is undamaged, it can remain, otherwise replace it as necessary. Flat roofs use a RUBEROID® torch system equal or better. The owner will choose the

color following the contract signing, and the rehab specialist must approve it. (Lighter, Energy Star colors suggested). If code is required, install code-compliant metal roofing.

- 15) Provide and install code-approved "Peel and Stick" self-adhering membrane as a secondary water barrier over 100% of any shallow roof area and insure all required or needed flashing is completely/properly installed.
- 16) Remove and properly dispose of all debris and nails around the home, and ensure no nails are left, especially in driving/parking/walking areas.
- 17) Provide homeowner and Rehab Specialist with written copy of roof warranty from contractor and manufacturer, including the shingle color and brand name and model line of shingles and underlayment used, immediately following Roof final inspection.
- 18) NOTE: It is the contractor's responsibility to schedule and successfully pass all required inspections.
- 19) Install new soffit/fascia and porch ceilings (aluminum/vinyl soffit and aluminum fascia, vinyl porch ceilings). Provide owner color choices. Remove frieze blocks if installed for proper airflow.
- 20) If installed, Replace gutters/downspouts with new seamless 6" gutters to original condition. Adjust for proper water flow. Include splash blocks, splash guards, etc. Seal all joints to eliminate/reduce leaks. Provide owner color choices.

## Item 2 – Carport

- 1) Rebuild the carport as per the supplied plans.
- 2) Color choices as listed in other areas of the write-up.

## Item 3 – HVAC

1) Service the HVAC system completely, which shall include but not be limited to refrigerant charge, visual signs of refrigerant leaks, electrical connections, voltage and amperage, electrical wiring, contactors and relays, thermostat operation, blower assembly cleaning, lubricating motors, and bearings if required, checking filters, temperature differences across the coils, condenser cleaning, condensate drain line cleaning and priming, electric heating elements, heat exchanger, pilot and thermocouple, limit controls, gas valves, sequencers, and relays, burners, and runners, adjust safety controls, install new filter MERV-5 (or better).

2) Clean, line and seal the return air box with duct board.

3) Change the return air grille to the return air filter grille. Make it as large as possible up to 20"x20".

### Item 4 – Water heater

- 1) Drain, remove, and properly dispose of the old water heater.
- 2) Remove and dispose of old cold-water valves and associated piping.
- 3) Provide and install all materials needed to properly reconstruct hot and cold water supplies to and from the new water heater to all necessary connections (Laundry, bathroom, kitchen, etc.)
- 4) Provide and install new ¼-turn, brass ball valve at hot and cold-water lines, per code. Provide all other pipes, fittings, and materials needed to properly complete the installation of the new

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water heater to all hot and cold water supplies to and from the new water heater to all necessary connections (Laundry, bathroom, kitchen, etc.)

- 5) Provide and install a new 50-gallon, dual element 5500/5500-watt, standard electric water heater, with a minimum 9-year warranty, per code. Suggested model Rheem Model #XE50M09CG55U0, Equal/Better. (To include thermal expansion tank, water heater blanket, and insulation for hot/cold water lines.)
- 6) Provide and install a new pan and drain.
- 7) Secure water heater per code.
- 8) Contractor shall provide any electrical connections if required to the water heater as/per code with a properly sized circuit breaker, to ensure the safe operation of the water heater.
- 9) Ensure all equipment has been properly registered and that all warranty registrations, paperwork, or documents have been filled out and provided to the owner. Provide a copy of the same information (Not including full operator's manual(s)) to the owner at Final.
- 10) Contractor shall follow best practices when working with asbestos and/or lead on Rehab projects.

## Item 5 – Attic insulation

- 1) Provide and install additional blown-in insulation into 100% of the attic cavity, to bring "R-value" to R-30 or higher.
- 2) Provide and install new depth gauges as required by code, that are visible from the closest attic access point(s)
- 3) Provide new code-compliant insulation in walls as needed.
- 4) Provide and install new gasket seals around all attic access openings. If new openings are created to complete other work at home, ensure those new access points are either closed in and replaced to "like-new" condition or that they are properly sealed with new gasket material and secured in place with new trim materials.
- 5) Provide the owner and Grants Specialist with copies of certificate(s) for Insulation installation and any other paperwork that might be required for the owner to obtain Ocala Electric Utility or other rebates they may qualify for.

### Item 6 – Exterior paint

- 1) Carefully pressure wash/clean 100% of the exterior of the home, including, the front entryway and sidewalk, walls, soffits, fascia, gables, etc.
- 2) Repair/replace missing exterior wall coatings.
- 3) Remove all non-essential cable/phone wiring on the exterior. Consult the owner before removing. All useable cable/phone wiring shall be reinstalled using coaxial staples or better.
- 4) Caulk and fill or repair all cracks, gaps, holes, or other damage around the perimeter of the home with a paintable, water-based elastomeric, acrylic caulk before applying any primer or paint. Suggested "Big Stretch" High Performance, water-based sealant by Sashco or

Equal/better.

- 5) Prime all exterior doors, trim, front entry ceiling, etc. with Sherwin-Williams Multi-Purpose Interior/Exterior Latex Primer/Sealer, (or equal, per Data Sheet) unless product is not specified for use on a specific building material/surface.
- 6) Provide and apply at least one "Full-Coverage Coat" of Sherwin Williams "PrimeRx Peel Bonding Primer" OR "Loxon Conditioner (White)" OR Equal/Better (Provide MSDS Sheets for any requested alternate – MUST be pre-approved by Rehab Inspector) to all exterior CMU walls, gables, and other surfaces as appropriate.
- 7) Paint all exterior surfaces using Sherwin-Williams "SuperPaint Exterior Acrylic Latex" (or equal/better per data sheet). Owner to select wall color (1), trim color (1), and front entry door color (1), following contract signing, however, color selections MUST BE PRE-APPROVED by the Rehabilitation / Inspection Specialist before application of paint materials.
- 8) Replace house numbers with code-approved numbers. **DO NOT USE STICK ONS** At Rehab Final Inspection, provide a list of the manufacturer, type, sheen/finish, and color of all coatings used and the respective locations where they were applied, to the owner and Rehab Specialist.

# Item 7 –Interior painting

- 1) Provide and apply "Kilz" (equal or better) stain-resistant primer to all walls/ceilings and new and/or unpainted drywall as needed throughout.
- 2) Paint the entire interior of the home.
- 3) Provide and apply 2 or more (if necessary), full-coverage coats of Sherwin-Williams ProMar 200 Zero VOC Interior Latex, equal or better.
- 4) Ceilings to be painted flat, walls/doors/trim to be painted semi-gloss.

# Item 8 – Hall bath

- 1) Complete interior demolition of existing Hall bathroom, down to studs and slab.
- 2) Remove and dispose of all debris.
- 3) Repair or add sub-framing in walls if/as needed.
- 4) Make all necessary repairs and modifications to rough plumbing while walls are open and accessible, and schedule and "Pass" required inspections. Test waste and supply lines for leaks.
- 5) Enlarge the existing door open as large as possible.
- 6) Ensure that the new shower stall is reconstructed according to current building codes and passes all required rough-in and final inspections during rehab.
- 7) Provide and install solid wood backing to accommodate three (3) new ADA Grab Bars for the shower. 36" to 42" on the large back wall of the shower area and a vertical 16" to 18" on each end of the shower enclosure (A total of 3 bars to be installed in the shower stall at the owner direction)
- 8) Provide and install solid wood backing for the installation of "hard mounted" shower curtain rod to be mounted at/or about 78" (owner direction) Above the Finished Floor to Centerline.
- 9) Provide and install solid wood backing behind and beside the toilet to accommodate 2 new ADA Grab Bars, approximately 24 and 30-36".

- 10) Provide and install new insulation in ALL exterior open wall cavities, using batt, r-foil, or other insulation, as appropriate.
- 11) Provide and install, with approved fasteners, Cement board backing on all walls and around window opening in shower/tub area. (tile backer or dura-rock, or equivalent)
- 12) Provide and install new moisture-resistant gypsum-type wallboard on all other walls and ceilings, where needed, in the bathroom and finish with smooth or very light texture.
- 13) Rebuild Shower Stall, Large (12x18 or larger) Porcelain Wall Tile may be used (tile floor to ceiling), with all other appurtenances still included. (Large Niche (stainless is acceptable), Soap shelves, and towel bar in shower stall) roll-in Shower is still required. The bathroom floor area shall be ceramic tile with a shower portion sloped to drain. This may require removing and replacing concrete under the shower area. (Prepare for roll-in shower)
- 14) Provide and install one large, recessed shampoo/soap niche where the client chooses on the shower wall and two (2) Surface-mounted corner shelves for shampoo and soap storage in the back corner.
- 15) Provide and install new Delta, single lever, "Classic" shower valve, and trim.
- 16) Provide and Install a new Delta "ACTi Touch" shower head/hand shower combo, *Model 51900 OR Equivalent* with slide bar.
- 17) Provide and install new ADA height, elongated white 2-piece toilet, WaterSense Certified, 1.28gpf, w/chrome flush lever and soft-close seat/lid. The toilet flange will need to be reset from the north wall.
- 18) Provide and install a new ¼ -turn supply stop and supply line, new wax ring, and new flange or stainlesssteel flange repair ring (If broken or damaged) and nylon flange bolts (suggested). Ensure the new toilet is level and secured properly and does not leak, use matching grout or caulk around the base of the new toilet at the floor.
- 19) Provide and install new LED bathroom general lighting.
- 20)Install Broan Economy Series 2.5-Sone 80-CFM White Lighted Bluetooth Bathroom Fan Model #SPK80L equal or better.
- 21) Install new flooring (refer to flooring section)
- 22) Provide and install a new mirrored, recessed medicine cabinet, similar in size to the old cabinet that was removed.
- 23) Provide and install two (2) new towel bars, one (1) new toilet paper holder, and one (1) hand towel hook/ring, in locations that permit the greatest amount of space and mobility within the bathroom space. Color to match.
- 24) Provide and install a new "hard-mounted" (at owner discretion) Chrome Shower Curtain Rod to fit the shower opening, centered at/about 78" to 80" Above the Finished Floor. Ensure proper fit with owner-provided new shower curtain.
- 25) Install new vanity/lavatory 18"-20" D x 24"- 36" Long. With Delta Foundations Single-Handle Low-Arc Bathroom Faucet Model # B510LF-PPU-12
- 26) NOTE: ALL Metal Bathroom Finish Colors to match and shall be Chrome, or Brushed Nickel finish. (e.g., Lavatory faucet, shower trim, and shower head, flush lever, towel bars, shower curtain rod, etc.)
- 27) Interior paint as necessary.

### **Item 9 – Interior Repairs**

1) Replace all interior door/closet doors with 6-panel Prehung doors and bi-fold closet doors.

- 2) The bathroom door shall be reframed to receive a door as large as possible. Replace standard door hinges with offset/expandable door hinges.
- 3) Repair/ replace damaged ceilings throughout. Match surrounding texture.
- 4) Install standard stucco texture to the interior walls of the laundry room. Reinstall shelves/wall hangers.

### **Item 10 – Exterior Doors**

- 1) Replace 2 exterior doors and associated, jambs, casings, and trims.
- 2) Provide, Install, and properly seal new pre-hung, steel or fiberglass 6-panel door on rot-proof jambs, double-bored for entry locks and deadbolts. Confirm hinge and threshold colors will match lock sets. Ensure proper swing before ordering and that doors open and close smoothly and are fully sealed from exterior elements, light, water, air, etc. Ensure that new thresholds meet interior flooring in a neat and finished way or that an appropriate transition is installed to give a completed and "like new" appearance.
- 3) Provide and install new, rot-resistant, exterior trim and new interior casing on all doors. Prime and paint doors and trim, casing, interior and exterior, colors to match house trim or new color to be pre-approved by owner AND Rehab Specialist. Confirm dimensions, design, and door swing during the Pre-bid Inspection for each door unit.
- 4) Provide and install Door Viewer, Model DS238, OR Equivalent, into each new Entry Door, <u>at a height agreed to by the owner.</u> Color to match door hardware.
- 5) Provide and install matching Lever-Style, Kwikset "SmartKey" Entry Locksets with deadbolts, keyed alike, (key to owner keys). Provide "re-keying tool" and instructions to the owner at Final. (Finish color of lock hardware, hinges, and thresholds to be selected by the owner following contract signing).
- 6) Replace the security door (Unique Home Designs Model#5SH202BLACK36) with a similar door and locks.

## Item 11 – Electrical

- 1. Remove and properly dispose of the existing Electrical Meter Enclosure. Reinstall in the most suitable location.
- 2. Remove and properly dispose of existing, Main Feeder Wire from the meter to the interior breaker panel(s).
- 3. Provide and install new Meter Enclosure, mast, and weather head with separate or integrated 200-Amp Main Panel. Must meet all current NEC requirements as well as be compliant with the most current version of the Ocala Electric Utility's "Metering Enclosure and Equipment Standards".
- 4. Install new Main Disconnect, and new Main Breaker(s) for Interior Sub-Distribution Panels (if required) The new Panel must have multiple open slots for exterior/added circuits (minimum 6) and any other current NEC-compliant circuits required for the home, unless provided for in existing Interior Distribution Panels.

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- 5. Provide and properly install new correctly sized loads, Main Feeder Wire from exterior disconnect/breaker, through the attic cavity, properly secured/protected per codes, to feed existing interior breaker panels.
- 6. If any other circuits need to be added/corrected to meet the code or for proper function for the owner, provide, and install all necessary components to bring into compliance.
- 7. Replace all receptacles switches and covers.
- 8. Replace any aluminum wiring.
- 9. NOTE: The General Contractor shall relocate the water heater to meet code compliance.

### **10.Interior:**

11. If the Bathroom, Kitchen, or laundry receptacle are not currently GFCI-protected receptacle/switches, provide, and install all needed materials to change to GFCI, receptacles or breakers per code.

### 12. Exterior:

- 13. Install new HVAC disconnect and exterior GFCI outlet at condenser location, front and rear (if not installed).
- 14. Provide and install all LED (60-100-watt equivalent), dimmable bulbs as needed in new or remaining fixtures throughout the exterior of the home.
- 15. Install general LED lighting/switch in the laundry area.
- 16. Install general LED lighting in the carport area.

### 17.Smoke/CO Alarms:

- 18. Remove and properly dispose of all old smoke alarms and mounting plates throughout the home.
- 19. Provide and install new CO/Smoke Combo Alarms, throughout the home. Minimum, one Smoke Alarm in each sleeping space and one Combo CO/Smoke Alarm in each common area immediately adjacent to sleeping space(s), must have a 10-year non-serviceable battery.
- 20. Existing locations where smoke alarms were previously located should be used, if possible, otherwise the old locations must be repaired and painted to "best match" of surrounding walls, texture, and color.
- 21. Any devices requiring new wiring circuits/switches shall be included in the total price.
- 22. Any sub-panels not needed can be removed.
- 23. Install necessary electrical circuits for the current electric heat pump HVAC system.
- 24. Contractor may be required to coordinate with other contractors during repairs.

# Item 12 – Flooring

- 1) Remove flooring in areas not covered by tile.
- 2) Use water-resistant LVP flooring with a minimum cost of \$3/sf.
- 3) A new LVP floor shall be installed in all areas not covered by tile.
- 4) Replace damaged baseboard as necessary.

5) Install shoe mold around LVP flooring.

### **Item P – Permits**

This amount of \_\_200.00\_\_\_\_\_ is the estimated permit cost/allowance for this project.

At project closeout and before final payment, the Contractor shall submit to the homeowner, a 3-ring binder to include:

Prime Contractors information w/warranty

Sub-contractor information

Registered roof warranty and claim information

All owner manuals/instructions

Provide a list of the manufacturer, type, sheen/finish, and color of all coatings used and the respective locations where they were applied, to the owner.

Color choices (all color/product choices and/or changes to previously agreed upon choices shall be done in writing)

Also, to the project manager:

Final Payment Affidavit

Owner's final acceptance of the work

Material and/or contractor lien releases