

# WORK WRITE UP

**CDBG Project Description: Laurel Street Neighborhood Revitalization Project - Phase I**

**Location: 566 Laurel Street, Franklin VA  
Rehabilitate - 3 Bedroom Home  
Date: 11/10/2023**



**PROJECT REHAB SPECIALIST: SERCAP**

## **GENERAL CONSTRUCTION SPECIFICATIONS**

The contractor will provide all materials and labor to rehab the existing 3 bedroom, 1400sf home. The rehab will include, roof repairs, window replacement, vinyl siding repair, and bathroom renovations, floor repairs, and other repairs around the home.

**ADDENDUMS ADDED 1/26/2024**

## **GENERAL CONSTRUCTION NOTES**

- A** The work description, SERCAP master specifications and drawings provided will be used together as one document. Disclosure on one will be as being disclosed on all. The Work Write-Up constitutes the basis for each job. Items in the write-up are cross-referenced to the Master Specifications which details methods of application and standards for materials. The drawings or floor plans are diagrammatic only. They serve to illustrate the general location of rooms and the intention of the scope of work. They do not always show all of the work required; exact dimensions or construction details. These documents can be revised first by addenda before construction and then by change orders once construction has commenced. The contractor should review the Work Write-up, master specification, and plans for the total project scope and alert the rehab specialist of any discrepancies between those documents. The contractor will be supplied with a copy of the master specification.
- B** Remove all construction debris from the work site to an approved off-site disposal area. It is the contractor's responsibility to maintain a safe construction site during the building process. The contractor will post an AUTHORIZED ENTRY ONLY-CONSTRUCTION HAZARDS or similar signage during all phases of construction.
- C** As pursuant to the Lead-Based Paint Poisoning Act. No lead-based paint will be used on this project and the contractor will eliminate lead-based paint hazards if encountered using approved practices. **Lead-based paint was not identified on this site. The lead report is attached and made a part of this work write-up.**
- D** The contractor is responsible for identifying any site conditions that affect the completion of the project in accordance with plans and specifications. Change orders are required for schedule delays or structural changes. Submit to the Rehab Specialist a written request for approval prior to any work being done. The contractor must have a fully executed change order with all signatures in place before starting work.



- E All work shall be of professional quality and workmanship using only new materials. Any questions pertaining to quality or procedure will be directed to the Rehab Specialist. All labor and materials shall be guaranteed for one (1) year with the exception of where a manufacturer's warranty applies. All items will be installed in accordance with the manufacturer's installation specifications.
- F **Submit to the homeowner choices for floor vinyl, roof color, siding color, appliance color, fixtures and paint colors.**
- G An asbestos Inspection Report is attached and made a part of this work write-up. The contractor is responsible for compliance with all state and federal regulations relating to asbestos. **Asbestos Containing Material (ACM) was identified on this project site. The contractor shall consult the ACM report for locations identified on the report. Only licensed ACM contractors shall abate or disturb any ACM items.**
- H Any warranties which come with a specified component or appliance must be given to the Grant Manager and not the homeowner so they can be copied by the Grant Manager prior to distribution to the homeowner. If the warranty is shown on the package (i.e. shingles), the contractor must either submit the packaging or a photograph of the warranty.
- I **Final Cleaning: The contractor shall thoroughly clean and disinfect the entire interior of the home and the exterior entrance doors where work has been done.**
- J **Provision and Use of Person Protection Equipment Note: Contractor, Subcontractor, and all workers working inside the home for this project shall provide and wear CDC-approved breathing masks and/or shields or other required PPE. These items will not be provided by the homeowner or SERCAP.**
- K **Construction work can cause the walls to vibrate. The homeowner is responsible for removing all items hanging on the walls and any fragile or breakable items from the home before construction begins.**

**ITEM # 1 BASE**

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**1 PERMITS**

- a The contractor is responsible for all permits, fees, and inspections required by the project and shall be in compliance with all federal, state, and local codes governing the work.
- b Building permit fee will be waived for these CDBG projects, but the contractor is still responsible for obtaining a permit. Landfill fees will not be waived.

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**2 SITE WORK**

- a The contractor shall verify property boundaries, existing utilities, and easements prior to the commencement of work.
- b Maintain a safety first construction site during all phases of construction.
- c Contractor shall comply with all Erosion and Sediment Control Regulations.
- d A copy of the survey or county GIS map is attached and made a part of the work write-up.
- e Provide equipment, labor, and material to fine grade, seed, and straw all disturbed lawn areas prior to completion. Once the lawn is established the homeowner should be able to mow grass at 3" without hitting any objects. Maintain a positive slope so water runs away from the foundation.



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**3 PRETREATMENT**

- a Treat dwelling for termites or other wood-boring insects with borate-based termiticides. Submit a 1-year warranty and damage guarantee to the Grant Manager, the report should conform to say no infestation.

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**4 EXTERIOR WALL and FOUNDATION**

- a Provide labor and Materials to repair the existing crawl space access door in 2 locations. Use pressure-treated 2x and pressure-treated plywood material. Include hinges and hasps to secure the door. Each door is approx. 2'x3'. The contractor to verify the actual size needed to close the crawl space opening.
- b **ADDENDUM - Provide labor and materials to repair two holes in the siding on the left side of the home and the area around both sides of the front door. There are miscellaneous areas that also need repairs, approx. 100 sf of siding to repair. The contractor to verify actual quantity.**
- c Provide labor and materials to replace foundation vents with new automatic vents approx. 8 foundation vents are to be removed and replaced. The contractor to verify.
- d **ADDENDUM - Provide labor and materials to pressure wash the entire home to stop the growth of mold and mildew on the siding approx. 7500sf of siding needs to be cleaned. The contractor to verify actual quantity.**

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**5 WINDOWS**

- a Provide labor and materials to remove and replace the existing window in the Bathroom with a new tempered glass window to meet code requirements.

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**6 PORCH AND DECK**

- a **ADDENDUM - Provide labor and materials to install graspable, secure handrails on each side of a run of steps, with returns for the front and rear porches. Prep, scrap and paint all exterior wood railings at the front and rear of the home. Remove and replace front wood steps with pressure treated wood steps. Stair installation should meet all current code requirements.**

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**7 ROOF, GUTTERS and SOFFITT**

- a Provide labor and materials to install aluminum seamless gutters, downspouts with splash blocks, or if needed 10ft. plastic drain pipe attached to each downspout, buried and directing water from the house. Approx. 80lf of gutters needed 70lf of downspouts. The contractor to verify material quantity.
- b Provide labor and materials to repair a section of the roof on the left side of the home around electrical mast. Approx. 2sf area of the roof needing repair. The contractor to verify.
- c Provide labor and materials to remove gable vents around the home and replace them with new gable vents. Three gable vents need to be replaced. The contractor to verify.
- d Provide labor and materials to repair a 4sf. Section of the roof where the roof meets adjoining addition with new drip edge and fascia board. The contractor to verify the actual quantity needed.
- e **ADDENDUM - Remove and replace the entire asphalt shingle roof. Install 30lb roof felt with 30 year asphalt and fiberglass composition shingles using 2" galvanized roofing nails. Install low-profile shingle over ridge vents, if possible. Install metal drip edge around perimeter. Approx. 2200 sf of roof area to replace. Contractor to verify actual quantity.**



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**8 DOORS**

- a Provide labor and materials to install a new 36" wide interior pre-hung, hollow core, five-panel door to allow for ADA access at bathroom entrance. Door should closely match existing doors. Doors shall be ADA-compliant with locking lever sets and new hinges.
- b **ADDEDNDUM - Remove and replace louvered hallway door. Provide labor and material to repair wall, and jamb material in this area and to install new door that closely matches the exiting opening size.**

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**9 INTERIOR WALLS AND CEILINGS**

- a **Bathroom:** Provide material and labor to remove and replace the existing drywall and replace it with new 1/2" moisture-resistant drywall. Finish the drywall with the standard 3-coat joint compound finish process. Patch, prep and prepare seam joints in the drywall, and then paint the room with one coat of primer and two coats of paint over the existing wall and ceiling material. Prep and paint room. Room is approx. 8'x10'.
- b **Bathroom:** Provide labor and materials to remove the ceiling of the bathroom using asbestos abatement procedures as **ACM where found to be present in the ceiling tile**. Replace the removed ceiling with a 1/2" moisture-resistant drywall. Finish the drywall with the standard 3-coat joint compound finish process. Patch, prep and prepare seam joints in the drywall, and then paint the room with one coat of primer and two coats of paint over the existing wall and ceiling material. Prep and paint room. Room is approx. 8'x10'.
- c **Asbestos Abatement:** The contractor should include the cost of asbestos abatement in their estimate. Abatement of walls, ceiling and floor of bathroom.
- d **Attic Access:** Provide labor and materials to remove the existing attic access door and replace it with a new attic access door complete with ladder and pull cord.
- e **ADDENDUM - Provide wall repair and trim for walls and ceiling in the living room and hallway area. Paint and finish walls and ceiling in these areas. Approx. 250 lf of trim to install and approx. 800 sf of wall to prep and paint. Prime and apply two coats of finish paint to all walls, ceilings and trim.**

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**10 FLOORS**

- a **Structural Floor repairs:** Provide labor and material to replace, all damaged and deteriorated portions of the living room and bathroom floor structural members with pressure-treated 2x10 members to support the existing joist with 4"x4" pressure-treated pillars resting on drystacked block or concrete porch post holders. Approx. 8' span in the bathroom and 12' span at the front of the home under the living room floor. The contractor to verify actual quantity of materials needed.
- b **Bathroom:** Provide labor and materials to remove floor sheathing in the bathroom and replace it with new sheathing approx. 80sf of sheathing to be removed and replaced. The contractor to verify.
- c **Finish floor:** Provide and install vinyl floor covering for the bathroom of the home. Provide underlayment as needed and according to the manufacturer's installation instructions. Approx. 80sf of floor to be installed.
- d Provide material and labor to enlarge framing opening at bathroom entrance door to 36" door size or largest size for the site conditions.
- e **ADDEDNDUM - Provide and install laminate flooring in the living room, and hallway once structural repairs are complete. Approx. 30 sf of flooring to install. Installation will be according to manufacturer recommendation and specifications.**

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**11 CABINETS**

- a Provide labor and Materials to install a new 24" vanity in Bathroom.



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**12 PLUMBING**

- a Provide labor and materials to remove and install ADA Tub/Shower, installed in accordance with manufacturer's specifications. Submit all owner/warranty documents to the rehab specialist. Use ADA Moen Contractor grade or equal, bath sink, and shower faucet set.
- b Provide labor and materials to remove the existing toilet and replace it with a new ADA toilet.
- c Provide labor and materials to install a new 24" vanity with ADA levered faucets.
- d Provide labor and materials to install a drain pan under the water heater piped to the exterior of the home.

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**13 ELECTRICAL**

- a Provide and install labor and material to replace all two-pronged ungrounded receptacles located throughout the home. Replace existing 2-pronged receptacles with 3-pronged devices using approved code techniques. Approx. 24 receptacles to be replaced. The contractor is to verify the exact number of receptacles to be repaired and that there are a minimum of four receptacles in each room excluding the bathroom. Provide and install a GFCI receptacle in the bathroom according to the code.
- b Provide and install both visual and audible combination carbon monoxide/smoke detectors wired to the panel box with battery backup according to code requirements.
- c Provide and install electrical switches, wiring, and exhaust fan in the bathroom.
- d Provide and install new L.E.D. light fixtures and switches for all devices inside and outside the home. 10 devices to be wired and installed. The contractor to verify the actual fixtures needed.

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**14 HEATING, VENTILATION, & COOLING**

- a Provide labor and materials to install a ventilation fan in bathroom complete with a ceiling register and ducted to the outside.

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**15 INSULATION**

- a Provide and install the following. Install 6-mil. black vapor barrier in crawl space grade after the ground has been raked smooth and all construction debris has been removed, in accordance with local code.
- b Provide and install insulation on water supply lines in unheated areas.
- c **ADDENDUM - Provide and install R-38 batt or blown insulation in the attic space. Provide and install baffles at eaves according to industry standards. Current code requires R-49 attic insulation. Contractor shall review site conditions with local building code official to determine if R-49 insulation value can be installed in the home or if the R-38 value is sufficient due to site conditions.**
- d Provide and install R-19 insulation in the crawl space area lacking insulation according to code requirements. Approx. 100 sf to provide insulation. Contractor to verify actual amount.

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**16 HARDWARE**

- a The contractor is to provide all hardware needed to complete the project according to this WWU such as nails, screws, nuts, bolts, door stops, towel bars, grab bars, medicine cabinet, and hinges.

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**TOTAL LUMP SUM BID (Base + Exceptions)**



**I/WE HAVE REVIEWED ALL PROPOSED WORK NOTED IN THIS WORK WRITE UP. I/WE ACCEPT THIS PROPOSED WORK AND AGREE FOR THE COUNTY/TOWN TO INITIATE THEIR FORMAL BID PROCESS. I/WE UNDERSTAND THIS PROPOSED WORK (and resultant bid value) MAY BE NEGOTIATED IN ORDER TO COMPLY WITH PROGRAM REGULATIONS AND BUDGET CONSTRAINTS.**

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Homeowner(s) Signature

Date

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Rehab Specialist Signature

Date

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County/Town Representative Signature

Date