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**STEVEN C. FLUM, INC.**  
architecture • urban planning



## Scope of Work

### 11423 St. Aubin

The house had been substantially completed except for exterior work on the front porch and site. Since that time theft and damage to the house has occurred.

#### **ARCHITECTURAL DOCUMENTATION**

1. The documentation should be used only as a reference. The layout may have changed.
2. Ceiling fans shown on documentation should be replaced with ceiling mounted light fixture.

#### **GENERAL ITEMS**

1. Submit for all building permits and obtain inspections on all items that are completed and not completed.
2. Lead inspections have been completed and certificate obtained.
3. The house has been Energy Star certified and documentation has been obtained. No further audit or inspections are required.
4. Entire house to be cleaned including cleaning window glass, sash track, floor and walls.
5. Remove dust covers to all smoke detectors
6. All wood flooring to be sanded, stained and refinished.
7. After installing furnace and bringing house up to 70 degrees evaluate house for drywall cracks and cracks in caulking. Repair and paint.
8. Repair and paint all walls and ceilings that are damaged.
9. Check all GFI electrical outlets many are not working properly.
10. Clean ductwork

#### **INTERIOR GENERAL ITEMS**

1. Install missing hot water tank
2. Install missing furnace and ac condenser per specifications.
3. Provide and install all appliances. Except dishwasher which is present. Check if operational, replace if it is not.
4. Existing carpet to be steam cleaned and any stains removed.
5. Install wood transition strip at all ceramic tile transitions
6. Caulk both bathroom tubs at surrounds
7. Install missing door stops thought out house
8. At the southwest corner of house there is a water leak that may be coming from a damaged portion of the roof. Remove drywall from second floor rear bedroom closet and investigate. Remediate if necessary any mold that is present. Repair drywall and paint.

9. At first floor bedroom water damage and mold is present on wall and ceiling. Remove ceiling and investigate. Remediate if necessary any mold that is present. Repair drywall and paint.

### **LIVING ROOM**

1. Repair hole in wall check for open wires
2. Paint handrail to upstairs
3. Remove door at bottom of stairs to second level
4. Caulk and paint wood stair stringer and trim
5. Install threshold at front door
6. Install wood floor transition to kitchen ceramic tile flooring
7. Storage closet under stairs patch wall, install trim and paint
8. Install missing wood base and shoe moulding in closet

### **KITCHEN**

1. Rear door opening conflicts with location of refrigerator. There is no option moving refrigerator. Install new metal door and frame approximately 18" away from refrigerator location. Replace vinyl siding and trim
2. Install new door to basement
3. Provide and install range hood
4. Caulk backsplash
5. Complete ceiling drop over cabinets
6. Repaint kitchen walls and wood trim

### **FIRST FLOOR BEDROOM**

1. In closet trim out stair enclosure and paint entire closet
2. Caulk door trim
3. Clean or replace blind

### **FIRST FLOOR BATHROOM**

1. Caulk base trim and paint
2. Install shoe molding on base trim
3. Install missing wood door trim, paint

### **SECOND FLOOR REAR BEDROOM**

1. Paint access panel in closet

### **SECOND FLOOR BATHROOM**

1. Install wood shoe molding at base trim, paint
2. Missing light globe over vanity
3. Install GFI

## **BASEMENT**

1. Remove abandoned chimney bricks and patch floor
2. Fill in hole near stairs
3. Build wall around light switch next to stairs
4. Scrape loose paint on walls and repaint
5. Reinstall gas piping to dryer location
6. Reconnect water meter
7. Cut concrete floor and install sewer back flow preventer

## **HOUSE EXTERIOR**

1. Repair roof at southwest corner of house. Replace missing shingles to match
2. Clean siding
3. Install concrete splash blocks
4. Installed bricks do not match (or come close) to existing. Complete masonry repairs and installation of bricks and paint brick piers. Install stone cap on pier
5. Install front steps, guards and hand rail. Enclose opening under stringers.
6. Install cedar porch guard, stair posts and railings. Stain
7. Install roof flashing at exhaust fan
8. Repair damaged metal siding
9. Caulk all thru-wall penetrations
10. Install handrail rear porch steps
11. Rear porch deck board loose at stair nosing`
12. Finish all pressure treated lumber at rear porch by cleaning, power washing and staining the lumber
13. Install AC pad, condenser and line sets
14. Seal gutter conductor boots
15. Provide and install mailbox on porch guard

## **GARAGE (no access was given to interior)**

1. Trim loose above overhead door
2. Provide two remotes for garage door operator and make sure unit operates properly

## **SITE**

1. Concrete walk minimum 36" at bottom of rear porch stair
2. Replace concrete side walks
3. Install concrete service walk between sidewalk and curb
4. Remove existing concrete pad and foundation at front steps. Install new concrete walk from sidewalk to front steps
5. Replace concrete walkway on side of house

## **LANDSCAPING**

1. Install shrub landscaping in front yard
2. Remove weeds, cut and rake all grass areas. Spread weed and feed fertilizer on grass areas. Install top soil and new grass seed where necessary.
3. Install fabric and mulch along narrow south side of garage
4. Install landscape fabric and mulch under deck. Install landscape edging.

**END OF SCOPE OF WORK**