

March 31, 2014

STEVEN C. FLUM, INC.
architecture • urban planning



Scope of Work

11399 St. Aubin

The house had been substantially completed except for exterior work on the front porches 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. Provide lead inspection and "lead clearance letter" dated after HVAC duct has been cleaned.
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.

INTERIOR GENERAL ITEMS

1. Install missing hot water tank and laundry tub and faucet.
2. Install missing furnace and ac condenser per specifications.
3. Install all appliances
4. Install missing thermostat
5. Install missing light fixtures though out
6. Install missing interior doors and hardware
7. Repair all drywall, paint
8. Existing carpet to be steam cleaned and any stains removed.
9. Install wood transition strip at all ceramic tile transitions
10. Electrical wiring at circuit panel has been cut. Replace all missing wiring and correct all electrical to meet code. Check all GFI electrical outlets many are not working properly.

11. Exterior overhead electrical service has been cut and removed.

KITCHEN

1. Install cabinet doors
2. Install missing range hood

FIRST AND SECOND FLOOR BATHROOMS

1. Replace shower head, control, sprout and overflow
2. Repair steel tub finish if damaged
3. Repair or replace fiberglass surround
4. Install all bathroom accessories

SECOND FLOOR BEDROOM

1. Replace wood door trim to balcony door

ATTIC

1. Install wood cap on guard
2. Repair drywall

BASEMENT

1. Replace all damaged sanitary piping and connections
2. Fill in all holes in concrete slab, scrape and repaint floor
3. Clean out space under front porch. Insulated access hatch
4. Cut concrete floor and install sewer back flow preventer

HOUSE EXTERIOR

1. Replace rear metal door, frame and threshold
2. Repair and or replace rear screen door
3. Install missing trim and repair front dormer eave
4. Fill in gap between porch deck and brick
5. Clean siding
6. North side replace exhaust in basement wall
7. Caulk gap at alum. window trim
8. Extend downspout out from under rear deck away from house
9. Provide screening for all thru-wall penetrations
10. Caulk all thru-wall penetrations
11. Repair downspouts
12. Install missing light fixture at rear door
13. Stain cedar front porch posts, guards and railings
14. Finish all pressure treated lumber at front and rear porches by cleaning, power washing and staining the lumber
15. Replace broken brick and repoint mortar joints on wall adjacent to front steps. Fill in brick joint between columns and brick wall base
16. Install cedar board covering gap between lower front porch and brick wall

17. Install AC pad, condenser and line sets

GARAGE(no access was given to interior)

1. Paint man door and trim
2. Provide two remotes for garage door operator and make sure unit operates properly

SITE

1. Install service walk from sidewalk to street curb
2. Extend concrete pad minimum 36" out from rear porch steps
3. Install concrete splash blocks

LANDSCAPING

1. 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.
2. Replace all dead plants in front yard and install new shrubs
3. Install fabric and mulch along narrow strip garage north side
4. Raise grade under rear deck and install fabric and mulch
5. Adjust alley gate

END SCOPE OF WORK