

March 31, 2014

STEVEN C. FLUM, INC.
architecture • urban planning



Scope of Work

12012 St. Aubin

The house had been substantially completed except for previously created punch list which was not completed. 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. Home shall achieve a Home Energy Rating System index of 85. All energy audits and certifications will be conducted by a third party reviewer.
4. The house and crawl space to be cleaned out before work is started.
5. Check condition and operation of all windows. Clean all window glass, sash and sash track.
6. All wood flooring to be sanded, stained and refinished.
7. Clean all ductwork.
8. After installing furnace and bringing house up to 70 degrees evaluate house for drywall cracks and cracks in caulking. Repair and paint.
9. Repair and paint all walls and ceilings that are damaged.
10. Check all GFI electrical outlets many are not working properly

INTERIOR GENERAL ITEMS

1. Install missing hot water tank
2. Install missing furnace and ac condenser per specifications.
3. Electrical wiring at circuit panel has been cut. Replace all missing wiring and correct all electrical to meet code.
4. Check all GFI electrical outlets many are not working properly.
5. Provide and install all appliances
6. Existing carpet to be steam cleaned and any stains removed.

FIRST FLOOR BATH

1. Secure loose vanity door.
2. Seal grout in floor and around tub

SECOND FLOOR

1. Light missing cover- hallway
2. Fasten trim on attic access door
3. Repair chip in wood trim

BATHROOM

1. Replace/repair large chip at tub edge

BASEMENT

1. Replace cracked stair tread and paint
2. Seal hole in wall around water pipe
3. Install hinge door stop at basement door and rear house door
4. Cut concrete floor and install sewer back flow preventer

HOUSE EXTERIOR

1. Clean vinyl siding
2. Replace rear metal door, frame and threshold.
3. Repair and or replace rear screen door
4. North and south side fasten bottom edge of vinyl siding
5. North side install cage cover on PVC exhaust
6. Fasten strap on downspout northwest corner
7. Redirect both downspouts on north side of house out of side yard
8. Remove old telephone box and wire from north side of house
9. Refasten loose siding on north and south side of house
10. Replace damaged vinyl siding skirting
11. Repair porch soffit
12. Install missing mailbox
13. Stain front porch posts, railing and guards
14. Finish all pressure treated lumber at front and rear porches by cleaning, power washing and staining the lumber
15. Install AC pad, condenser and line sets
16. Remove roofing brackets for boards left behind by roofer, repair roof if needed

GARAGE (during last inspection garage was not accessible)

1. Install address plate on alley side
2. Cut excess blue wall sill sealer
3. Paint trim at garage man door
4. Replace alley light
5. Provide two remotes for garage door operator and make sure unit operates properly

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. Install top soil along concrete edges and grass seed
3. Alley gate remove lock and adjust gate latch

END OF SCOPE OF WORK