

WorkWrite-Up and Bid Document

Linda Hannis
2108 Sunset Ridge
Muskogee, OK
74403-
(918) 525-2221

Contractor Name _____

Contractor Signature _____

Bid Due Date: _____

Trade	Area	Description	Comments	Manual Spec	Quantity	Enter Bid
<i>Appliances</i>						
INTERIOR						
1		Dishwasher. Install new dishwasher	replace dishwasher	10.F.	1 EA	<input type="text"/>
2		Range Oven/30"/Free Standing. Install new 30" range/oven.	replace stove	10.F	1 EA	<input type="text"/>
3		Refrigerator/12 C.F./Install new refrigerator/12 C.F.	replace fridge	10.F	1 EA	<input type="text"/>
4		Vent-A-Hood/30"/Recirc./Install new kitchen vent-a-hood (recirc.)/30"	replace venthood	10.D.3.D	1 EA	<input type="text"/>

Carpentry

BATHROOM #1

<i>Trade</i>	<i>Area</i>	<i>Description</i>	<i>Comments</i>	<i>Manual Spec</i>	<i>Quantity</i>	<i>Enter Bid</i>
<i>Carpentry</i>						
	BATHROOM #1					
5		Medicine Cabinet/Oak with Tri-View Mirror. Install new medicine cabinet/Tri-View Mirror/Oak frame-30" x 32".	replace medicine cabinets in both bathrooms	11.2.Z	2 EA	<input type="text"/>
6		Paper Holder/Replace paper holder	replace paper holders in both bathrooms	10.E.2.	2 EA	<input type="text"/>
7		Towel Bar/Install new towel bar/24".	replace towel bars in both bathrooms	10.E.2.	4 EA	<input type="text"/>
8		Wall Hung Cabinets/Replace/Oak. Replace all wall hung cabinets with new cabinets/ pre-finished oak/use Mill's Pride "York" or written approved equal.	replace wall hung cabinet in bathroom #1	6.O.2	2 LF	<input type="text"/>
	EXTERIOR					
9		Door/Exterior/6-Panel Steel/Pre-Hung/Replace. Replace exterior entrance door with new pre-hung-steel six panel. Use Stanley #13757 or written approved equal. Work shall include paint-both sides.	replace exterior doors	8.A.	3 EA	<input type="text"/>
10		Storm Door/Vinyl Clad/Replace storm/screen door with new self storing storm door/Vinyl Clad/Use Larson model 298-SS or written approved equal.	replace storm doors	8.B	3 EA	<input type="text"/>

Trade	Area	Description	Comments	Manual Spec	Quantity	Enter Bid
<i>Carpentry</i>						
EXTERIOR						
11		Window/Replace/Vinyl. Replace window with new Solid Vinyl window/single hung/Use American Craftsman Series 2160-Vinyl or written approved equal. Include frame, sill, sash, trim, hardware, screen, repair & paint of interior and exterior surfaces.	replace all windows and screens	8.G	6 EA	<input type="text"/>
GARAGE						
12		Attic Stair/Pull Down/8' height. Install new pull down attic stair/8' ceiling. Use Cosco "Windsor" or written approved equal.	replace attic stairway	8.Y.	1 EA	<input type="text"/>
13		Garage Vehicle Door/16' x 7'/Install new overhead garage vehicle door--16' X 7'.	replace garage door	8.C	1 EA	<input type="text"/>
INTERIOR						
14		Base Trim/Pine Colonial 2-1/4" Fingerjoint/Replace. Replace base trim, colonial, fingerjoint,2-1/4" pine.	remove and replace all interior trim, paint off white	6.N	450 LF	<input type="text"/>
15		Closet Shelf/Wood. Install new closet shelf/ 1" x 12".	replace wood shelves and clothes rod	6.Z.	36 LF	<input type="text"/>

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<i>Carpentry</i>						
	INTERIOR					
16		Passage Door/Pre-Hung/6-Panel/Replace passage door & lockset with new pre-hung 6-Panel. Work shall include paint both sides.	replace interior doors	8.A	9 EA	<input type="text"/>
	KITCHEN					
17		Base Cabinets/Replace/Oak. Replace base cabinets with new cabinets, pre-finished oak. Use Mill's Pride "York" or written approved equal.	replace base cabinets	6.O.2	12 LF	<input type="text"/>
18		Countertop/Replace. Remove existing countertop and replace with new countertop and backsplash.	replace countertops	6.O.4	10 LF	<input type="text"/>
19		Wall Hung Cabinets/Replace/Oak. Replace all wall hung cabinets with new cabinets/ pre-finished oak/use Mill's Pride "York" or written approved equal.	replace wall hung cabinets	6.O.2	13 LF	<input type="text"/>
<i>Electrical</i>						
	BATHROOM #1					
20		Light Fixture & Switch/Wet Area/Replace. Replace existing light fixture and switch with new wet-area approved light fixture and switch.	replace bar lights in both bathrooms	13.D.	2 EA	<input type="text"/>

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<i>Electrical</i>						
	BATHROOM #1					
21		Light Fixture/Heat-Vent-Light/Install new bathroom light (100 watt), heater (1450 watt), vent fan (70 CFM) and switch. Use Broan model 655 or written approved equal.	replace in both bathrooms	13.D.16	2 EA	<input type="text"/>
	EXTERIOR					
22		Light Fixture/Porch/Replace exterior porch light.	replace porch lights	13.D.9	4 EA	<input type="text"/>
	INTERIOR					
23		Ceiling Fan & Light Kit/52"/Install ceiling fan (52") with light kit, switch, cover plate and wiring/Use Hunter "Greenwich" or written approved equal (lifetime warranty).	replace all ceiling fans	13.D.9.B	5 EA	<input type="text"/>
24		Cover Plate/Outlet/Install new outlet cover plate	replace all outlets, switches, cover plates	13.D.6.	20 EA	<input type="text"/>
25		Light Fixture, Switch & Circuit/Room/Install new semi-flush mount ceiling light fixture, switch, cover plate and circuit. Use Angelo model 66201.	replace interior lights	13.D.9	8 EA	<input type="text"/>

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Electrical

INTERIOR

26		Smoke Detector/Battery Operated/Install new smoke detector, battery operated (10 year lithium battery). All bedrooms and hallways adjacent to bedrooms. Use Firex #4015 or written approved equal.	replace smoke alarms	13.D.11	5 EA	<input type="text"/>
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Flooring

INTERIOR

27		Carpet & Pad/Level Loop/26 oz./Install new carpet (26 oz., level loop)and pad (15 oz.).	replace carpet and pad in designated areas	9.M	60 SY	<input type="text"/>
28		Vinyl Floor Tile/Install new vinyl floor tile/12" x 12" x 1/8".	remove and replace tile in bathrooms and kitchen	9.L	200 SF	<input type="text"/>

HVAC

INTERIOR

29		Central Air (13 SEER) & Heat/1,001 to 1,600sf/Install central air (13 SEER) and heat (gas-80% AFUE)/Complete system/Building sizes between 1,001 and 1,600sf.	replace with 3 ton unit, to include lineset, filter, filter grill, registers, and stat	12	1200 SF	<input type="text"/>
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Paint & Finish

INTERIOR

<i>Trade</i>	<i>Area</i>	<i>Description</i>	<i>Comments</i>	<i>Manual Spec</i>	<i>Quantity</i>	<i>Enter Bid</i>
<i>Paint & Finish</i>						
	INTERIOR					
30		Interior Surfaces/Paint all interior surfaces of structure - Two Coats. Entire interior excluding kitchen and bath cabinets. Work shall include minor repairs to all surfaces. SF=FLOOR AREA OF ENTIRE STRUCTURE.	paint interior, to include all closets use off white	9.N.	1200 SF	<input type="text"/>
<i>Plumbing</i>						
	BATHROOM #1					
31		Bathtub-Shower Combination/Pre-Fab/2 Piece/Install new 2 piece tub/shower unit. Use Lasco 2603-2PRHW or written approved equal.	replace tub, shower head, diverter, and drain in both bathrooms	11.A	2 EA	<input type="text"/>
32		Commode & Seat/Install new commode, seat, supply line, shutoff and wax seal. Use American Standard Cadet or written approved equal.	replace stool in both bathrooms	11.A	2 EA	<input type="text"/>
	INTERIOR					
33		Faucet/Vanity/Install new vanity faucet, supply lines & shutoffs. Use Moen one handle # P84521 or written approved equal.	replace vanity, faucet and sink in both bathrooms	11.A	2 EA	<input type="text"/>
34		replace dryer vent	replace dryer vent	5	1	<input type="text"/>

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<i>Plumbing</i>						
	INTERIOR					
35		Washer Box, Valves & Drain. Install new washer box, valves and drain line.	replace washer box	11.A	1 EA	<input type="text"/>
36		Water Heater/Gas/40 Gallon/Install new 40 gal. gas water heater. Work shall include elevating to 18" (if in garage), replacement of TPR, all combustion air and gas & electrical hook-ups for code legal installation.	replace water heater	11.A	1 EA	<input type="text"/>
	KITCHEN					
37		Sink & Faucet/Kitchen. Install new kitchen sink (33" x 22") & Faucet (Use Delta single-handle model 100-WF or written approved equal). Work shall include new drain lines and trap.	replace sink and faucet	11.A	1 EA	<input type="text"/>
<i>Roofing</i>						
	EXTERIOR					
38		Roof/shingles/Install. Install new 30 year architectural shingles as per manufacturer's recommendations.	remove and replace all shingles, drip edge, roof jacks, felt and flashing	7.A.	24 S	<input type="text"/>

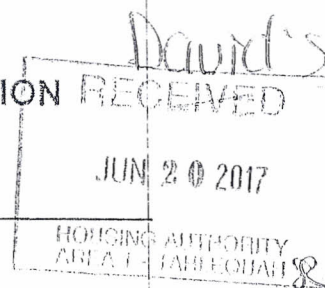
Site Work

EXTERIOR

Trade	Area	Description	Comments	Manual Spec	Quantity	Enter Bid
Site Work						
39	EXTERIOR	Cleanup/Final. Final cleanup of entire Project.	remove all trash and debris interior and exterior, remove small tree around house. Fix both gates, mow yard.		1 SF	<input type="text"/>
					TOTAL	<input type="text"/>

HOUSING AUTHORITY OF THE CHEROKEE NATION RECEIVED

VACANT UNIT INFORMATION SHEET



Name of Homebuyer: Linda Hannis

Forwarding Address: _____
 City, State, Zip Code: _____

MH-810

County:	Muskogee	Move-In Date:	2/5/2004
Project #:	2003	Move-out Date:	5/19/2017
Account #:	HA-4907	Bedroom Size:	3
Unit #:	44907	Reason Vacated:	Reposessed by HACN

Previous Homebuyer: Abandonment

Move-In Date: _____

Physical Address of Vacant Unit: _____

City, State, Zip Code: 2018 Sunset Ridge Muskogee OK 74403

Directions to Unit: In Muskogee go south to Muskogee turnpike right on Peak blvd left on York St., to Smith Ferry Road, turn right to 2nd St, to Poplin then 2108 Sunset Ridge

	UTILITY COMPANY	ACCOUNT #
Gas:	_____	_____
Electric:	<u>East Central Electric</u>	_____
Water:	<u>City of Muskogee</u>	<u>58103-124748</u>

Condition of Unit: Unclean/Trash in Unit Change Locks: Yes

List any changes and/or additions made to unit: _____

Date: 6/20/17 HACN Staff: Sonya Hall

CC: Tenant File

Jerri A. Killer

Housing Management Director
 Manager, Housing Management
 Supervisor, Housing Management

David Linch

Maintenance Manager

Shirley Hubbard

Administrative Officer - Maintenance

Stephanie Carroll

Administrative Assistant - Maintenance