

## *WorkWrite-Up and Bid Document*

**Melvin Hider**  
 603 N Buchanan  
 Kansas, OK  
 74347-  
 (918) 525-2221

*Contractor Name* \_\_\_\_\_

*Contractor Signature* \_\_\_\_\_

**Bid Due Date:** \_\_\_\_\_

<i>Trade</i>	<i>Area</i>	<i>Description</i>	<i>Comments</i>	<i>Manual Spec</i>	<i>Quantity</i>	<i>Enter Bid</i>
<i>Appliances</i>						
	<b>INTERIOR</b>					
1		Range Oven/30"/Free Standing. Install new 30" range/oven.	replace range	10.F	1 EA	<input type="text"/>
2		Refrigerator/18.2 CF/ Install new Fridge	replace fridge	10.F	1 EA	<input type="text"/>
3		Vent/Install/Dryer. Install new louvered dryer vent with ducting.	replace dryer vent	10.D.2.D.	1 EA	<input type="text"/>
4		Vent-A-Hood/30"/Ext. Vented/Install new kitchen vent-a-hood (ext.vent)/30"	replace rangehood	10.D.3.D	1 EA	<input type="text"/>

*Carpentry*

**EXTERIOR**

<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>						
<b>EXTERIOR</b>						
5		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.	4 EA	<input type="text"/>
6		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.	remove and replace storm doors	8.B	4 EA	<input type="text"/>
<b>GARAGE</b>						
7		Garage Vehicle Door/9' x 7'/Install new overhead garage vehicle door--9' X 7'.	replace garage door	8.C	1 EA	<input type="text"/>
<b>INTERIOR</b>						
8		Base Cabinets/Replace/Oak. Replace base cabinets with new cabinets, pre-finished oak. Use Mill's Pride "York" or written approved equal.	install base cabinets	6.O.2	12 LF	<input type="text"/>
9		Base Trim/Pine Colonial 2-1/4" Fingerjoint/Replace. Replace base trim, colonial, fingerjoint,2-1/4" pine.	replace all interior trim, paint white.	6.N	400 LF	<input type="text"/>

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<i>Carpentry</i>						
<b>INTERIOR</b>						
10		Countertop/Replace. Remove existing countertop and replace with new countertop and backsplash.	install countertops	6.O.4	10 LF	<input type="text"/>
11		Medicine Cabinet/Steel. Install new medicine cabinet/steel frame w/mirror-16"x 22".	remove both med cabinets, replace with mirrors in both bathrooms	11.2.Z	2 EA	<input type="text"/>
12		Passage Door/Pre-Hung/6-Panel/Replace passage door & lockset with new pre-hung 6-Panel. Work shall include paint both sides.	install interior doors	8.A	11 EA	<input type="text"/>
13		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.	install wall hung cabinets	6.O.2	17 LF	<input type="text"/>
<b>KITCHEN</b>						
14		Closet Door/Bi-Fold/Replace door with new bi-fold closet door/complete with trim. Work shall include paint both sides.	replace bifold doors	8.A.	1 EA	<input type="text"/>

*Drywall & 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>Drywall &amp; Finish</i>						
	<b>INTERIOR</b>					
15		Drywall/Wall/Install new 1/2" drywall on wall/Finish completely. Work shall include tape, bed and texture to match existing surfaces.	install sheetrock as needed, to include mud, tape and paint. Remove flue in living room	9.D	300 SF	<input type="text"/>
<i>Electrical</i>						
	<b>EXTERIOR</b>					
16		Light Fixture/Porch/Replace exterior porch light.	remove and replace porch lights	13.D.9	2 EA	<input type="text"/>
	<b>INTERIOR</b>					
17		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 ceiling fans	13.D.9.B	4 EA	<input type="text"/>
18		Cover Plate/Outlet/Install new outlet cover plate	replace all switches, outlets, gcfi, cover plates	13.D.6.	20 EA	<input type="text"/>
19		Light Fixture & Switch/Wet Area/Replace. Replace existing light fixture and switch with new wet-area approved light fixture and switch.	replace barlights in both bathrooms	13.D.	2 EA	<input type="text"/>



<i>Trade</i>	<i>Area</i>	<i>Description</i>	<i>Comments</i>	<i>Manual Spec</i>	<i>Quantity</i>	<i>Enter Bid</i>
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*Electrical*

**INTERIOR**

<b>20</b>		Light Fixture, Switch & Circuit/Room/Install new semi-flush mount ceiling light fixture, switch, cover plate and circuit. Use Angelo model 66201.	replace all interior lights	13.D.9	12 EA	<input type="text"/>
<b>21</b>		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 heat vent lights in both bathrooms	13.D.16	2 EA	<input type="text"/>
<b>22</b>		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"/>

*Flooring*

**INTERIOR**

<b>23</b>		Carpet & Pad/Level Loop/26 oz./Install new carpet (26 oz., level loop)and pad (15 oz.).	install capret, living room, hallway, all bedrooms	9.M	90 SY	<input type="text"/>
<b>24</b>		Vinyl Floor Tile/Install new vinyl floor tile/12" x 12" x 1/8".	install tile, kitchen both bathrooms.	9.L	310 SF	<input type="text"/>

*HVAC*

**INTERIOR**

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*HVAC*

	<b>INTERIOR</b>					
<b>25</b>		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, stat, and registers	12	1100 SF	<input type="text"/>

*Paint & Finish*

	<b>EXTERIOR</b>					
<b>26</b>		Exterior Surfaces/Paint entire exterior/siding, trim, soffit and fascia/Two Coats. Include minor repairs to all surfaces. NOTE:SF=FLOOR AREA/BID TO PAINT ALL EXTERIOR SURFACES.	paint exterior, caulk all joints and cracks.	9.N.4	1 SF	<input type="text"/>

	<b>INTERIOR</b>					
<b>27</b>		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 entire interior, to include all closets. Paint off white	9.N.	1 SF	<input type="text"/>

*Plumbing*

**INTERIOR**

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<i>Plumbing</i>						
<b>INTERIOR</b>						
28		Bathtub-Shower Combination/Pre-Fab/2 Piece/Install new 2 piece tub/shower unit. Use Lasco 2603-2PRHW or written approved equal.	replace tub, to include drain, faucet, shower head and diverter	11.A	1 EA	<input type="text"/>
29		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"/>
30		Faucet/Vanity/Install new vanity faucet, supply lines & shutoffs. Use Moen one handle # P84521 or written approved equal.	install new vanity, to include sink and faucet in both bathrooms	11.A	2 EA	<input type="text"/>
31		Shower Unit/Pre-Fab/One Piece/32" x 32". Install one piece fiberglass shower. 32" x 32"	replace standup shower, to include shower head, drain, diverter	11.A	1 EA	<input type="text"/>
32		Sink & Faucet/Kitchen. Install new kitchen sink (33" x 22") & Faucet (Use Delta single-handle model100-WF or written approved equal). Work shall include new drain lines and trap.	install sink and faucet	11.A	1 EA	<input type="text"/>
33		Washer Box, Valves & Drain. Install new washer box, valves and drain line.	replace washer box	11.A	1 EA	<input type="text"/>

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<i>Plumbing</i>						
	<b>INTERIOR</b>					
<b>34</b>		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"/>
<i>Site Work</i>						
	<b>EXTERIOR</b>					
<b>35</b>		Cleanup/Final. Final cleanup of entire Project.	Remove all trash and debris, mow yard, install 100 gallons of propane in tank.		1 SF	<input type="text"/>
<b>TOTAL</b>						<input type="text"/>



**HOUSING AUTHORITY OF THE CHEROKEE NATION  
VACANT UNIT INFORMATION SHEET**

*David's*

**Name of Homebuyer:** Melvin L. Hider

**Forwarding Address:** \_\_\_\_\_  
City, State, Zip Co

<b>MN 800</b>	<b>County:</b>	Delaware	<b>Move-In Date:</b>	1/14/2011
	<b>Project #:</b>	45-80	<b>Move-out Date:</b>	5/11/2017
	<b>Account #:</b>	HI-3200	<b>Bedroom Size:</b>	3
	<b>Unit #:</b>	83200	<b>Reason Vacated:</b>	Assigned to HACN

Previous Homebuyer: \_\_\_\_\_

Move-In Date: \_\_\_\_\_ *003*

**Physical Address of Vacant Unit:** ~~803~~ N. Buchanan  
City, State, Zip Code: Kansas, OK 74347

Directions to Unit: In Kansas, OK go East on Main Street past the Post Office.  
Turn left on Buchanan, 1st brick house on left.

	UTILITY COMPANY	ACCOUNT #
Gas:	<u>Propane - Stevenson's Propane</u>	<u>N/A</u>
Electric:	<u>REC</u>	<u>874497</u>
Water:	<u>Kansas Public Works</u>	<u>1501</u>

**Condition of Unit:** Bad/Unsanitary Change Locks: Yes

List any changes and/or additions made to unit: there is mold and water damage in this home due to a water leak. Per the Tenant there is a lot of mice in the house as well.

Date: 5/25/17 HACN Staff: Luanna Hastings

- CC: Tenant File
- Dwight Tyner      Housing Management Director  
                                 Manager of Housing
  - Alice Hamby      Special Assistant - Housing Management
  - Shirley Blackfox    Supervisor - Housing Management
  - David Linch        Maintenance Manager
  - Shirley Hubbard    Administrative Officer - Maintenance
  - Stephanie Carroll   Administrative Assistant - Maintenance  
                                 Applications Staff  
                                 Applications Supervisor
  - Cindy Scrapper     Housing Manager For RAP & Applications

**Attachments Required For Environmental:**

\_\_\_\_\_ Copy of Plat if in Addition  
 \_\_\_\_\_ Copy of Survey  
 \_\_\_\_\_ Utility Transfer (Required if Assigned Back)

**Attachments Required for Housing Mgmt Staff:**

\_\_\_\_\_ Tenant Information Sheet  
 \_\_\_\_\_ Unit Information & Tenant Report  
 \_\_\_\_\_ Tenant Transaction  
 \_\_\_\_\_ Payoff Statement  
 \_\_\_\_\_ Request Appraisal