

## *Work Write-Up and Bid Document*

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 74464-  
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*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>KITCHEN</b>    |             |  |                            |                    |                 |                         |
| 1                 |             | Fire Protection/Install fire extinguisher(1-A:B:C) with wall mount bracket.                                  | Install fire extinguisher. | 2f                 | 1               | EA <input type="text"/> |
| 2                 |             | Range Oven/30"/Free Standing/Replace. Replace existing free standing range oven with new 30" range oven.     | Replace range oven.        | 10.F               | 1               | EA <input type="text"/> |
| 3                 |             | Refrigerator/18.3 C.F./Replace. Replace existing refrigerator with new refrigerator/18.3 C.F.                | Replace refrigerator.      | 10.F               | 1               | EA <input type="text"/> |
| 4                 |             | Vent-A-Hood/30"/Ext.Vented/Replace. Replace existing vent-a-hood with new kitchen vent-a-hood (ext.vent)/30" | Replace vent-a-hood.       | 10.D.3.D           | 1               | EA <input type="text"/> |

**UTILITY ROOM #1**

| <i>Trade</i> | <i>Area</i> | <i>Description</i> | <i>Comments</i> | <i>Manual Spec</i> | <i>Quantity</i> | <i>Enter Bid</i> |
|--------------|-------------|--------------------|-----------------|--------------------|-----------------|------------------|
|--------------|-------------|--------------------|-----------------|--------------------|-----------------|------------------|

*Appliances*

**UTILITY ROOM #1**

|          |  |   |                     |           |   |                         |
|----------|--|---|---------------------|-----------|---|-------------------------|
| <b>5</b> |  | Dryer Vent/Replace. Replace existing dryer vent with new louvered dryer vent and ducting. | Replace dryer vent. | 10.D.2.D. | 1 | EA <input type="text"/> |
|----------|--|---|---------------------|-----------|---|-------------------------|

*Carpentry*

**BATHROOM #1**

|          |  |  |   |       |   |                         |
|----------|--|--|---|-------|---|-------------------------|
| <b>6</b> |  | Countertop/Replace. Remove existing countertop and replace with new countertop and backsplash. | Replace both bath vanity tops & end splashes. | 6.O.4 | 7 | LF <input type="text"/> |
|----------|--|--|---|-------|---|-------------------------|

|          |  |  |                       |        |   |                         |
|----------|--|--|-----------------------|--------|---|-------------------------|
| <b>7</b> |  | Mirror/Wall Hung. Install new wall hung mirror with beveled edges. | Install bath mirrors. | 11.2.z | 2 | ea <input type="text"/> |
|----------|--|--|-----------------------|--------|---|-------------------------|

|          |  |                                   |                        |         |   |                         |
|----------|--|-----------------------------------|------------------------|---------|---|-------------------------|
| <b>8</b> |  | Paper Holder/Replace paper holder | Replace paper holders. | 10.E.2. | 2 | EA <input type="text"/> |
|----------|--|-----------------------------------|------------------------|---------|---|-------------------------|

|          |  |                                      |                     |         |   |                         |
|----------|--|--------------------------------------|---------------------|---------|---|-------------------------|
| <b>9</b> |  | Towel Bar/Install new towel bar/24". | Replace towel bars. | 10.E.2. | 4 | EA <input type="text"/> |
|----------|--|--------------------------------------|---------------------|---------|---|-------------------------|

|           |  |   |                        |     |   |                         |
|-----------|--|---|------------------------|-----|---|-------------------------|
| <b>10</b> |  | Vanity Base Cabinet/Replace existing vanity with new vanity. Match existing size. | Replace bath vanities. | 6.O | 2 | EA <input type="text"/> |
|-----------|--|---|------------------------|-----|---|-------------------------|

**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>  |             |   |   |                    |                 |                      |
| 11               |             | Brickmold/Replace. Replace brickmold. Match existing.   | Replace 2"x8" on both sides of garage door. Treated.            | 7.P                | 14 LF           | <input type="text"/> |
| 12               |             | 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 lockset keyed alike & paint-both sides.                              | Replace all exterior doors. Match existing size & swing.        | 8.A.               | 4 EA            | <input type="text"/> |
| 13               |             | 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 all storm doors.  | 8.B                | 4 EA            | <input type="text"/> |
| 14               |             | 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. Save existing windows for HACN to pick up. | 8.G                | 8 EA            | <input type="text"/> |

**GARAGE**

| <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>GARAGE</b>   |   |   |                    |                 |                      |
| 15               |                 | Garage Vehicle Door/9' x 7'/Install new overhead garage vehicle door--9' X 7'.  | Replace garage door. Seals & keyed lock.                              | 8.C                | 1 EA            | <input type="text"/> |
|                  | <b>INTERIOR</b> |   |   |                    |                 |                      |
| 16               |                 | Base Cabinets/Replace/Oak. Replace base cabinets with new cabinets. Use Mill's Pride "York" or written approved equal.                    | Replace all lower cabinets.   | 6.O.2              | 12 LF           | <input type="text"/> |
| 17               |                 | Base Trim/Pine Colonial 2-1/4" Fingerjoint/Replace. Replace base trim, colonial, fingerjoint,2-1/4" pine.                                 | Replace all trim. Paint white.  | 6.N                | 500 LF          | <input type="text"/> |
| 18               |                 | Closet Shelf/Wood. Install new closet shelf/ 1" x 12". Work shall include braces & paint both sides.                                      | Replace all closet shelves & braces.                                  | 6.Z.               | 75 LF           | <input type="text"/> |
| 19               |                 | Clothes Rod/Install. Install new closet clothes rod & hardware.   | Replace all closet rods.  | 6.Z.               | 40 LF           | <input type="text"/> |
| 20               |                 | Passage Door/Pre-Hung/6-Panel/Replace passage door & lockset with new pre-hung 6-Panel. Work shall include paint both sides & door stops. | Replace all interior doors. Match existing size & swing. Paint white. | 8.A                | 13 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>     |
|-----------------------------|-----------------|--|--|--------------------|-----------------|----------------------|
| <i>Carpentry</i>            |                 |  |  |                    |                 |                      |
|                             | <b>INTERIOR</b> |  |  |                    |                 |                      |
| 21                          |                 | Window Stool/Replace window stool.   | Replace all window stools & aprons. Paint white.             | 8.R                | 30 LF           | <input type="text"/> |
|                             | <b>KITCHEN</b>  |  |  |                    |                 |                      |
| 22                          |                 | Countertop/Replace. Remove existing countertop and replace with new countertop and backsplash.   | Replace all countertops, backsplash, greaseguard & end caps. | 6.O.4              | 12 LF           | <input type="text"/> |
| 23                          |                 | Wall Hung Cabinets/Replace/Oak. Replace all wall hung cabinets with new cabinets. Use Mill's Pride "York" or written approved equal.           | Replace all upper cabinets.                                  | 6.O.2              | 18 LF           | <input type="text"/> |
| <i>Drywall &amp; Finish</i> |                 |  |  |                    |                 |                      |
|                             | <b>INTERIOR</b> |  |  |                    |                 |                      |
| 24                          |                 | Drywall/Ceiling/Replace 5/8" drywall on ceiling/Finish completely. Work shall include tape, bed, texture and paint to match existing surfaces. | Remove & replace all ceiling sheetrock.                      | 9.D                | 1550 SF         | <input type="text"/> |
| 25                          |                 | Drywall/Wall/Replace 1/2" drywall on wall/Finish completely. Work shall include tape, bed, texture and paint to match existing surfaces.       | Remove & replace all wall sheetrock.                         | 9.D                | 1550 SF         | <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>        |
|-------------------|-------------|--|-------------------------------------|--------------------|-----------------|-------------------------|
| <i>Electrical</i> |             |  |                                     |                    |                 |                         |
| <b>ELECTRICAL</b> |             |  |                                     |                    |                 |                         |
| 26                |             | Ceiling Fan & Light Kit/44"/Install new ceiling fan (44") with light kit, switch, cover plate and wiring/Use Hunter "Coastal Breeze Plus" or written approved equal (lifetime warranty). | Install ceiling fans in bedrooms.   | 13.D.9.B           | 3               | EA <input type="text"/> |
| 27                |             | 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).               | Install ceiling fan in living room. | 13.D.9.B           | 1               | EA <input type="text"/> |
| 28                |             | Door Bell Sytem/Install new door bell system with bell chime, transformer, one button and bellwire.  | Install new doorbell system.        | 13.D.              | 1               | EA <input type="text"/> |
| 29                |             | Dryer Outlet/220v. Replace 220 dryer outlet & cover.   | Replace dryer outlet.               | 13.D.              | 1               | EA <input type="text"/> |
| 30                |             | 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.                    | Install heat-vent-lights.           | 13.D.16            | 2               | EA <input type="text"/> |
| 31                |             | Light Fixture/Porch/Replace exterior porch light.  | Replace porch lights.               | 13.D.9             | 3               | 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>     |
|-------------------|-------------------|--|--|--------------------|-----------------|----------------------|
| <i>Electrical</i> |                   |  |  |                    |                 |                      |
|                   | <b>ELECTRICAL</b> |  |  |                    |                 |                      |
| 32                |                   | Light Fixture/Room/Replace. Replace existing light fixture with new semi-flush mount ceiling style light fixture. Use Angelo model 66201.  | Replace all light fixtures.                    | 13.D.9             | 15 EA           | <input type="text"/> |
| 33                |                   | Outlet/110v Duplex/20 Amp/Grounded/Replace 110 duplex outlet and cover/20 amp., grounded.  | Replace all outlets & covers. GFCI'S included. | 13.D.              | 30 EA           | <input type="text"/> |
| 34                |                   | Smoke Detector/Hard Wired with Battery Back-Up/Install new smoke detector, hard wired with battery backup. All bedrooms and hallways adjacent to bedrooms. Use Firex #045186 or written approved equal.  | Replace all smoke alarms.                      | 13.D.11            | 4 EA            | <input type="text"/> |
| 35                |                   | Switch & Cover Plate/20 Amp/Replace switch and cover/20 amp.   | Replace all switches & covers.                 | 13.D.              | 20 EA           | <input type="text"/> |
| <i>Flooring</i>   |                   |  |  |                    |                 |                      |
|                   | <b>INTERIOR</b>   |  |  |                    |                 |                      |
| 36                |                   | Carpet & Pad/Nylon/25 oz./Install new carpet (25 oz. face weight/nylon with 5 year wear and stain warranty) and pad (7/16"- 6 lb.). Use Beaulieu "Prairie" 25 oz. Face weight or written approved equal. | Replace all carpet & pad.                      | 9.M                | 105 SY          | <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> |
|--------------|-------------|--------------------|-----------------|--------------------|-----------------|------------------|
|--------------|-------------|--------------------|-----------------|--------------------|-----------------|------------------|

*Flooring*

|           |   |  |     |        |                      |  |
|-----------|---|--|-----|--------|----------------------|--|
|           | <b>INTERIOR</b>   |  |     |        |                      |  |
| <b>37</b> | Vinyl Floor Tile/Install new vinyl floor tile/12" x 12" x 1/8". | Remove & replace all vct. Wax when complete. | 9.L | 450 SF | <input type="text"/> |  |

*HVAC*

|           |  |  |    |         |                      |  |
|-----------|--|--|----|---------|----------------------|--|
|           | <b>HVAC</b>  |  |    |         |                      |  |
| <b>38</b> | Central Air (13 SEER) & Heat/1,001 to 1,600sf/Install central air (13 SEER) and heat (gas-80% AFUE)/Complete system including ductwork/Building sizes between 1,001 and 1,600sf. | Replace entire system. 3 ton. Rigid pipe ductwork. Rebuild return air frame. | 12 | 1250 SF | <input type="text"/> |  |

*Paint & Finish*

|           |  |                             |       |        |                      |  |
|-----------|--|-----------------------------|-------|--------|----------------------|--|
|           | <b>EXTERIOR</b>  |                             |       |        |                      |  |
| <b>39</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. | Caulk & paint all exterior. | 9.N.4 | 900 SF | <input type="text"/> |  |

**INTERIOR**



| <i>Trade</i> | <i>Area</i> | <i>Description</i> | <i>Comments</i> | <i>Manual Spec</i> | <i>Quantity</i> | <i>Enter Bid</i> |
|--------------|-------------|--------------------|-----------------|--------------------|-----------------|------------------|
|--------------|-------------|--------------------|-----------------|--------------------|-----------------|------------------|

*Paint & Finish*

**INTERIOR**

|           |  |   |  |      |         |                      |
|-----------|--|---|--|------|---------|----------------------|
| <b>40</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 of home off white. | 9.N. | 1550 SF | <input type="text"/> |
|-----------|--|---|--|------|---------|----------------------|

*Plumbing*

**BATHROOM #1**

|           |  |   |  |      |      |                      |
|-----------|--|---|--|------|------|----------------------|
| <b>41</b> |  | Sink & Faucet-Install new vanity sink & faucet, supply lines & shutoffs. Use Delta. | Replace bath sinks & faucets. Use Delta. | 11.A | 2 EA | <input type="text"/> |
|-----------|--|---|--|------|------|----------------------|

**BATHROOM #2**

|           |  |   |  |      |      |                      |
|-----------|--|---|--|------|------|----------------------|
| <b>42</b> |  | Shower Unit/Pre-Fab/One Piece/36" x 36". Install one piece fiberglass shower. 36" x 36". All related plumbing & fixtures included. Use Delta. | Replace shower. Include all related plumbing. Use Delta. | 11.A | 1 EA | <input type="text"/> |
|-----------|--|---|--|------|------|----------------------|

**PAINT**

|           |  |   |                   |      |      |                      |
|-----------|--|---|-------------------|------|------|----------------------|
| <b>43</b> |  | Septic Tank/Clean. Clean out septic tank. | Pump septic tank. | 11.A | 1 EA | <input type="text"/> |
|-----------|--|---|-------------------|------|------|----------------------|

**PLUMBING**

| <i>Trade</i>    | <i>Area</i> | <i>Description</i>   | <i>Comments</i>                   | <i>Manual Spec</i> | <i>Quantity</i> | <i>Enter Bid</i>        |
|-----------------|-------------|--|-----------------------------------|--------------------|-----------------|-------------------------|
| <i>Plumbing</i> |             |  |                                   |                    |                 |                         |
| <b>PLUMBING</b> |             |  |                                   |                    |                 |                         |
| 44              |             | Commode & Seat/Install new commode, seat, supply line, shutoff and wax seal. Use American Standard Cadet or written approved equal.  | Replace toilets.                  | 11.A               | 2               | EA <input type="text"/> |
| 45              |             | Sillcock. Install exterior sillcock.   | Replace sillcocks.                | 11.A               | 2               | EA <input type="text"/> |
| 46              |             | 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 supply lines, shut offs and trap.                        | Replace sink & faucet. Use Delta. | 11.A               | 1               | EA <input type="text"/> |
| 47              |             | Washer Box, Valves & Drain. Install new washer box, valves and drain line.   | Replace washer box.               | 11.A               | 1               | EA <input type="text"/> |
| 48              |             | 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 HWT.                      | 11.A               | 1               | EA <input type="text"/> |

*Professional Services*

**PROFESSIONAL SERVICES**

| <i>Trade</i> | <i>Area</i> | <i>Description</i> | <i>Comments</i> | <i>Manual Spec</i> | <i>Quantity</i> | <i>Enter Bid</i> |
|--------------|-------------|--------------------|-----------------|--------------------|-----------------|------------------|
|--------------|-------------|--------------------|-----------------|--------------------|-----------------|------------------|

*Professional Services*

**PROFESSIONAL SERVICES**

|           |  |  |  |    |      |                      |
|-----------|--|--|--|----|------|----------------------|
| <b>49</b> |  | Permits/Inspections. Contractor is responsible for all permits/inspections required by local code. | Contractor is responsible for all permits & inspections. Home must pass meth test for final. | P4 | 1 EA | <input type="text"/> |
|-----------|--|--|--|----|------|----------------------|

*Roofing*

**ROOF**

|           |  |  |  |    |       |                      |
|-----------|--|--|--|----|-------|----------------------|
| <b>50</b> |  | Replace shingles/felt/ drip edge/roof jacks/valley flashing. 30 year architectural shingles. | Remove & replace all shingles, felt, pipe jacks, flashing & drip edge. Remove flue. Install 16 soffit vents. | r1 | 26 sq | <input type="text"/> |
|-----------|--|--|--|----|-------|----------------------|

*Site Work*

**EXTERIOR**

|           |  |   |  |  |      |                      |
|-----------|--|---|--|--|------|----------------------|
| <b>51</b> |  | Cleanup/Final. Final cleanup of entire Project. | Remove all trash & debris. Mow & weedeat yard, remove small trees. |  | 1 SF | <input type="text"/> |
|-----------|--|---|--|--|------|----------------------|

|           |  |  |                             |     |        |                      |
|-----------|--|--|-----------------------------|-----|--------|----------------------|
| <b>52</b> |  | Driveway/Bituminous/2" Thick. Install bituminous driveway/ 2" thick. | Install gravel on driveway. | 2.J | 400 SF | <input type="text"/> |
|-----------|--|--|-----------------------------|-----|--------|----------------------|

**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>Site Work</i>          |                 |   |  |                    |                 |                                   |
|                           | <b>INTERIOR</b> |   |  |                    |                 |                                   |
| <b>53</b>                 |                 | Cleanup/Final. Final cleanup of entire Project.   | Clean all floors, tubs, windows, countertops, etc.             |                    | 1 SF            | <input type="text"/>              |
| <i>Thermal Protection</i> |                 |   |  |                    |                 |                                   |
|                           | <b>ATTIC</b>    |   |  |                    |                 |                                   |
| <b>54</b>                 |                 | Insulation/Add/Attic/R-30. Add R-30 insulation in attic. Entire attic over air conditioned & heated spaces. | Install fiberglass blown in insulation over entire attic area. | 14                 | 1500 SF         | <input type="text"/>              |
|                           |                 |   |  |                    |                 | <b>TOTAL</b> <input type="text"/> |