

Scope of Work
Replacement Home
Revised October 2025

1. Davis-Bacon Wage Rates are applicable to this project and are included.
2. **This will be a turnkey job and must be completed in 120 working days.** The contractor shall bid to furnish all necessary labor, quality control, licenses, material, equipment, tools, supplies, permits and insurance and supervision to perform the work required thereof within the time specified after the receipt of "Notice to proceed.
3. Please refer to (ADA) Housing Accessibility Sheet in Bid Packet for any special instructions on materials for ADA compatibility. Example: Hearing impaired will need strobes on fire alarms...wheelchair bound patients will need ADA flush roll-in showers with fold down seats. All units will receive 2 handicap rails at the toilet and 2 at the shower locations.
4. The Contractor shall verify, on the job site, all quantities, measurements or dimensions, conditions, plans, scope of work and write up before submitting this bid. There will be no Change Order to prices based on mistaken quantity count, measurements, or dimensions. It is the contractor's responsibility to inspect the sites and familiarize themselves with any existing conditions.
5. The contractor will be responsible for building permits, inspection fees, sewer taps, and meeting all city/state building codes and covenants if applicable. The contractor will be responsible for temporary utilities and connecting all utilities to the home upon completion of all work, including hooking to electric (HACN requires underground from home to meter), water, and sewer. All utility connections and equipment will be checked and service available, except for those services customarily provided by utility companies after occupancy. The contractor will be responsible for hooking home to all utilities.
6. All City utilities available.
7. Payments will be in three phases as follows: **First phase**, thirty (30%) upon completion of the slab, submission of Original TERMITE CERTIFICATE for footing and pad and inspection report indicating that the work site is free and clear of any trash and debris. A copy of the 7-day break on the footing will be required. **Second**

phase, thirty (30%) upon completion and acceptance dry-in (windows, entry doors, plumbing, and electrical roughed in, (shingles installed) siding, and an inspection report indicating that the work site is free and clear of any trash and debris. A copy of the 7-day break on the slab will be required. The **Final phase**, forty percent (40%) upon completion of new home (100%) (Final grade, driveways, 1' perimeter treated around home) and an amended Termite Certificate to indicate that the perimeter surrounding the home has been treated. Payments will be paid upon completion and acceptance of work and approved by the Housing Authority of the Cherokee Nation inspector. Draws will be per unit. The contractor shall, **at all times keep** the work area clean, including storage areas free from accumulations of waste materials. Contractors must set dumpsters at all sites. The contractor shall place a Portable/Johnny at each site and post all proper documents for this project. After completing the work and before final inspection the contractor shall remove all equipment, tools, materials, the work area shall be left in a clean, neat, and orderly condition satisfactory to the HACN Inspector.

8. All work must be performed in a workmanlike manner.
9. It will be the contractor's responsibility to contact the HACN inspector assigned to their job or the inspector's direct supervisor for each required inspection. Work performed without inspection or prior approval will be subject to demo.
10. Exterior Walls. Total R-Value must be R-13 or better. Contractor shall install ½" OSB and house wrap. House wrap needs to cover all exterior walls and gables. The attic over heated space shall have an R-38 value. Soffit baffles will be utilized between all roof joists for ventilation.
11. All wiring penetrations in wall plates must be foamed and sealed.
12. Doors: Contractor shall install 6-panel interior primed Masonite doors throughout the home. Exterior doors will be 6-panel metal clad with silicone sealer under the thresholds to create water/moisture barrier, and a Storm door will be installed on all exterior doors, storm door will be white Larson Vinyl Clad or approved "equal to". Safety Chains on front and back storm doors to prevent wind damage.
13. All door hardware shall be Oiled Bronze finish or approved equal and be ADA Compliant lever knobs.
14. HVAC and hot water tank will be electric. All equipment and appliances will have an Energy Star Rating, and to the greatest extent possible be "made in the USA." Install expansion tanks at the Hot water tank location.

15. The contractor shall furnish and install all appliances. (Matching Color)
16. Appliances: Refrigerator minimum of **21 cubic feet** with an Energy Star Rating. Electric Range will be 30" free standing and a 4 ft., 4 wire range cord with low knobs on the front of the unit below burner elevation for ADA compliance. All Appliances **must match in color** with an Energy Star Rating, and to the greatest extent possible be "made in the USA.
17. Contractor to install water hookup for the refrigerator.
18. Washer and dryer hookups will be located according to blueprints or if needed identified in the field. Dryer vented to exterior wall and the interior ducting should extend a minimum of 3" into the home to allow for easy connection to exhaust hose.
19. Contractor shall install a kitchen 30" vent-a-hood; vent-a-hood will be vented through the roof. Match to other appliances color. Wood box shall be constructed above upper cabinets to hide the vent-a-hood ducting. The box should match the cabinet material and stain finishes.
20. Bathroom Exhaust Fan: duct work will be installed from the exhaust fan to the outside soffit with vent grill. There shall be one per bathroom.
21. Drywall: all ceilings shall be 5/8"-sheet rock and walls will be 1/2" sheet rock. All Sheet rock must be screwed installed and not nailed, no more than four (4) nails per sheet. ALL wet areas will be green rock from the ceiling to the floor. Wet areas include the Utility area, Bathroom, and the Kitchen.
22. Roof: Contractor shall install shingles with a 30-year warranty including roof ridge vent. Decking material shall be minimum 5/8" thick. The contractor shall install Tamko Heritage Shingles, NO STAPLES, Weathered wood (or approved equal) with a 30-year warranty with 30 pound felt, slanted roof vents and flashing roof edge styled D-White. D-Style roof edge must have 1 1/2" front edge, 3/4" front edge will not be accepted. Metal or Rubber in Valleys. 5/8" Decking clips, ice, and snow shield in valley of porch.
23. Roof Pitch shall be 5/12. Porch will be 3/12 pitch.
24. Porch: Porch post will be 6" x 6' Stained Cedar (SEE HACN Inspector for Stain Color)- FOUR (4) per unit or as directed by Inspector.

25. Lay out of House – Contact HACN Inspector to assist with layout of house ALL PINS MUST BE FOUND BEFORE building of pad, **Failure to have Inspector assist in locating pins and home being built off of the HACN assigned land will incur expenses that will be reimbursed by the contractor to the HACN.** Onsite material may be used to build the pad, if available and if agreed upon with the Inspector.
26. Driveways: Contractor will be responsible for blading existing driveways down to grade and installing ¾" dirty crusher run on driveway. New driveways will be 8" topsoil cut and install approved base with ¾" dirty crusher run overlay. Contractor will be responsible for existing and/or new driveways from the home/parking pad to the county road or city street. In instances in city limits that require concrete to the city street, this will be addressed with a Change Order.
27. Pad: Pre-Treat slab, footing, (garage, if applicable), approach, and all adjacent patio & porches for wood infestation insects. Before 30' sod perimeter is laid, must pre-treat 1' perimeter around the home next to the brick. (See spec book for requirements SECTION 2D) **Proof of application must be posted at the sight, ORIGINAL Termite certificate required from applicator AND SUBMITTED WITH 1ST DRAW REQUEST. An amended Termite Certificate will be required to be submitted with the FINAL draw request. Final termite treatment to be done around perimeter of the home after the sod is installed.**
28. Footing: Shall be 18"x24" with 5/8" rebar using four bars with 1" R-Board (Foam beaded will not be accepted) (Must conform to the requirements of the local building code as adopted by the city in which the work takes place IF APPLICABLE) and city/state building codes.
29. All concrete will have a design mix for 3500psi compressive strength and shall have an air-entraining admixture to give air content between 5 to 7% volume concrete. Contractor to provide 6 mil polyethylene plastic and it shall be installed under slab as a vapor barrier membrane.
30. A 14'X25' concrete parking pad shall be installed at a location to be determined by the HACN staff. Contractor will also install 4'X30' of sidewalk from the parking pad to the front porch.
31. Exterior doors should have silicone seal under the thresholds to create water/moisture barrier.

32. Anchor J-bolts must be set in slab at the time of the slab pour, bolts should be no further than 4 feet apart.
33. Post Tension Cables will be required with approved blueprints. APPROVED BLUEPRINTS MUST BE SIGNED OFF BY HACN, CONSTRUCTION MANAGER PRIOR TO BEGINNING PROJECT.
34. Concrete Cylinder: Contractor will take (3) test cylinder per truck (1) for a 7-day break and (2) for a 28-day break for slab and footing. All test results shall be sent to the office, Attn: Inspector Supervisor and/or Construction Manager.
35. Under slab Spec. calls for copper. We will use PEX.
36. **Contact Inspectors for approval of:** *Pad Construction, Footing*, (when dug and before poured), *Slab*, (before poured). **HACN STAFF SHOULD BE PRESENT at all pours.**
37. HVAC: Contractor will install a 15 seer. Size the unit according to square footage (500 feet per ton of living space). HVAC (Electric) System with filter grills in this home. Filter grills must be framed in under the return air box, grilles cut into doors will not be accepted. All duct work will be hard piped sealed and wrapped. Must be inspected and approved by local authority and HACN Inspector. Plan shows heat pump, this will not be used.
38. Siding: Smart siding will be installed on the exterior including gables and soffits according to Manufacturer's specifications, with house wrap. Includes 6" x 6' stained Cedar porch post, (HACN to provide stain color). Include soffit, soffit vents, fascia (painted white), and 2 octagon vents on each gable. Windows will be wrapped with 2x4 cedar or Smart 5/4 Board and painted white.
39. The contractor shall install 200-amp breaker box. Location of panel shall be located in the field by Housing Authority of the Cherokee Nation Inspector and Contractor, must be in compliance with all city/county codes. Underground service from house to pole (URD) must be installed in PVC, avoid overhead electric if possible.
40. All electrical fixtures are to be Oil Bronzed finish or approved equal.
41. All lighting fixtures will need to be bulbed fixtures to allow for easy replacement, LED lights will not be used due to the difficulty of the elderly doing the homeowners maintenance on the units.

42. The contractor shall install ceiling fans with a light kit with single pole switch to each item to be installed in the living room and all bedrooms. Living room fan will be 52", all bedrooms will be 48". Total number of fans to be determined by number of bedrooms (See Plans). Use Wood colored fans (**Not White**). **Use bulbed fixtures on all units for easy replacement.**
43. Paint: Acceptable manufactures are Glidden, Sherwin Williams, Pittsburg, and Color Solutions. **Substitutes must have the approval of the Construction Manager.** Colors of paint used will be: Walls and Ceilings – Homeowner to choose from 3 colors provided by the HACN, COLOR SELECTIONS WILL BE MADE BY HACN BEFORE INSTALLED.
Doors, Trim and Window Stools – BRIGHT WHITE
EXTERIOR Paint and trim will be assigned by HACN to the awarded contractor.
Paint Finish: Interior should be eggshell/satin over one coat of primer, (Primer shall be full strength, primers diluted with water at the time of installation will not be accepted by HACN) **Exterior:** two coats of semi-gloss finish over one coat of primer. Interior walls and ceilings will be one color, with white trim. All exterior siding of homes will be one color, with white trim and fascia.
44. The contractor shall install interior paint grade trim according to specs.
45. All closets shall have a 1"X12" painted shelf, with a metal closet rod from wall to wall installed at 60" AFF.
46. All linen closets shall have a minimum of 4 painted 1"X12" shelves.
47. Contractor shall install a 16" painted shelf above the washer and dryer with bracing underneath for support.
48. Kitchen Cabinets: All solid wood (no particle board) stiles and rails ¾" thick solid wood. **Sample cabinet must be submitted and approved by Construction Manager.** Cabinet drawers must have side mount rails. The contractor shall install a laminate roll top with a drop-in stainless-steel sink. WHEN MEASURING FOR THE KITCHEN CABINETS, MAKE SURE TO ALLOW ADAQUATE SIZING FOR A 21 CUBIC FEET REFRIDGERATOR. Contractor will provide the homeowner with 3 stain options to choose from, or cabinets and vanities may be raw clear coated if the homeowner chooses. All color options must be approved by the HACN inspectors.
49. The lower cabinets in the kitchen and the bathroom vanities will have an open space under the sink for wheelchair accessibility if needed. Refer to Housing Accessibility Sheet for ADA requirements or contact HACN staff.

50. All house plans will have two (2) frost free outside hydrants located in front and back of the house. (If location is not indicated on the plans, then determined in the field by HACN Inspector and Contractor.)
51. All plumbing fixtures shall be Oil Bronzed finish or approved equal. Plumbers shall install detachable ADA shower head with glide bar for ADA compliance.
52. All ADA bathrooms shall have a roll-in shower that is recessed into concrete to allow a flush transition from shower to finish bathroom floor (Refer to Housing Accessibility Sheet or contact HACN staff for details). Unit should meet or exceed 78" White Lasko slip resistant textured bottom.
53. The contractor will be responsible for all wood backing for ADA items: Grab bars at the toilet location (2), and the shower (2).
54. All toilets will be ADA elongated bowls.
55. Soffit shall be Smart Board with slotted air vents.
56. Bird Boxes on the gable ends will not be utilized on these homes, louvered octagon gable vents only.
57. Contractor shall install $\frac{3}{4}$ " x 6" primed textured smart board for fascia.
58. Windows must be trimmed with cedar 2X4, or Smart Board 5/4 board and painted white (same as fascia).
59. The contractor shall be responsible for final grading of the yard, approved topsoil, and site cleanup.
60. Floor Covering: LVP wood grain 12 MIL glue down or approved equal on all units throughout. Glue must be troweled on, rolled on glue method will not be accepted. Homeowner will choose from 3 color choices provided by the contractor's vendor.
61. **The General Specifications for New Construction will apply to the homes being constructed in this solicitation unless these specifications shall be in addition to and shall be made part of the contract. HACN spec book should be referred to if**

you should have any questions. ALL MATERIAL, HARDWARE AND SUPPLIES MUST BE APPROVED BY HACN. PRIOR TO INSTALLATION.

62. Contractor will be responsible for the final grade of the yard with approved topsoil. The topsoil must be free of large rocks, sticks, roots and trash. HACN must inspect the final grade of the yard before sod is installed. The contractor will be responsible for laying a 30' sod perimeter around the home.

63. All work shall be in compliance with all local, city and state codes. (No exceptions)

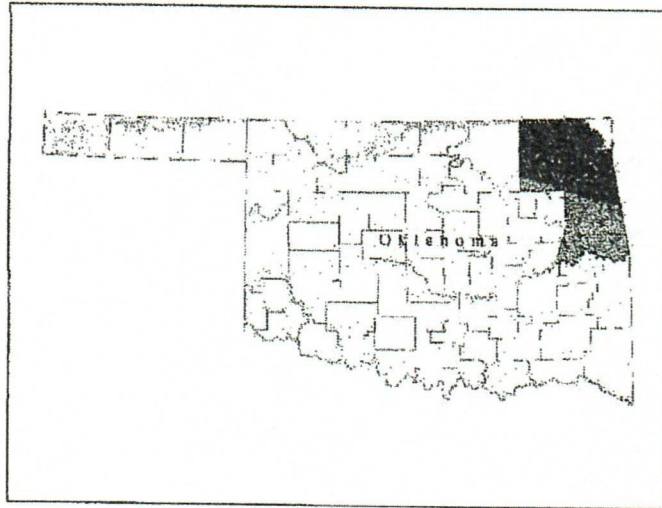
COLOR SELECTIONS: HACN WILL VERIFY THE COLOR SELECTIONS WITH THE AWARDED CONTRACTOR.

ALL WARRANTIES MUST BE SUBMITTED TO THE HACN INSPECTOR AT THE TIME OF FINAL PAYMENT. CONTRACTOR SHALL PROVIDE A ONE (1) YEAR WARRANTY FOR ALL WORK PERFORMED. ALL HOMES SHOULD BE MASTER KEYED, AND ALL KEYS GIVEN TO THE HACN INSPECTOR AT THE TIME OF THE 100% COMPLETE INSPECTION. DO NOT GIVE TO THE HOMEOWNER OR LEAVE AT THE JOB SIGHT. DO NOT GIVE PERMISSION FOR FAMILIES TO "MOVE IN "TO THE UNIT REFER THEM TO THE HACN.

As-Built will be required to be submitted with all Warranty information and Final Closing Document at the time of final payment. Must be detailed and documented from the corners of the house to the property pins, must include septic location, clean out, lay out of lines, well, electric pole or underground line, driveway etc. As built must be neat, and easy to read, we need to be able to look at the as built and quickly identify all pertinent information. Identify the directions on the as built. (North, South, East and West) As Built does not have to be completed by a licensed surveyor but must have the above details included.

A one year walk through inspection with the HACN will be done AND required repairs completed by the contractor prior to the contractor being released from the one-year construction warranty. The contractor will not be released unless all work orders are complete and satisfactory.

Cherokee Nation will use 2024 Competitive IHBG funds to replace twenty-two owner-occupied housing for low to moderate income Native Americans on its Rehabilitation Program wait list. Selected properties will be located throughout Cherokee Nation's 14 county reservation in northeast OK on fee simple, trust and/or restricted land.



The reservation covers all of six counties and parts of an additional eight counties of northeast Oklahoma with a total area of nearly 7,000 square miles and 4,447,716 acres. These counties include Adair, Cherokee, Craig, Delaware, Mayes, McIntosh, Muskogee, Nowata, Ottawa, Rogers, Sequoyah, Tulsa, Wagoner, and Washington. The reservation is primarily rural, faces significant poverty and has a shortage of stable, affordable housing.

Bedrooms	Square Footage
2	1091
3	1232
4	1467

All replacement homes will be modestly designed single family units ranging in size from 2 to 4 bedrooms dependent upon family composition. Site development and construction activity will adhere to applicable zoning regulations.

The Housing Authority of the Cherokee Nation will mitigate threats of extreme weather with roof systems clad with Class 4 impact rating asphalt shingles to reduce the effects of weather and lower insurance costs on each of the proposed units. Additionally, each unit will be constructed above the 500-year floodplain, ensuring that occupants will not be impacted by flooding. HACN will utilize energy efficient design in the construction of these units with Energy Star appliances, Low E Energy Star windows, and insulation that meets Energy Star recommended R-Values (30-attic and 25-wall).

Utilization of Energy Star appliances, windows and recommended R-Value insulation will result in a noticeable reduction in the household's monthly energy costs.

Energy Efficient Component	Cost Savings
Energy Star appliances	utility bill 10% - 50%
Low E Energy Star windows	utility bill 12%
Energy Star recommended R-value insulation	utility bill 10%
Class 4 Shingles	insurance premium 20% - 28%

Replacing these existing homes will allow for the preservation of housing and increase the household's long term housing stability. Providing these households with the opportunity to reside in safe, stable housing could change their family's trajectory by stabilizing the asset, increasing household net worth, and building generational wealth. According to the Census Bureau, homeowners have a net worth 80 times higher than that of renters. Besides the financial benefits, homeownership brings a sense of pride and security, and children have better educational outcomes when they are stably housed; funding this project will ensure LMI Native American households are stably housed and not displaced due to the condition of their home.