

WorkWrite-Up and Bid Document

Brandi Waltermire

916 chestnut circle

vian, OK

74962-

(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		Fire protection (Kiddie1-A : 10-B-C rec. fire extinguisher).	replace extinguisher	10.F	1 EA	<input type="text"/>
3		Range Oven/30"/Free Standing. Install new 30" range/oven.	replace range	10.F	1 EA	<input type="text"/>
4		Refrigerator/18.2 CF/ Install new Fridge	replace fridge	10.F	1 EA	<input type="text"/>
5		Vent/Install/Dryer. Install new louvered dryer vent with ducting.	replace dryer vent	10.D.2.D.	1 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>Appliances</i>						
	INTERIOR					
6		Vent-A-Hood/30"/Ext. Vented/Install new kitchen vent-a-hood (ext.vent)/30"	replace range hood	10.D.3.D	1 EA	<input type="text"/>
<i>Carpentry</i>						
	BATHROOM #1					
7		Paper Holder/Replace paper holder	replace paper holder in both bathrooms	10.E.2.	2 EA	<input type="text"/>
8		Towel Bar/Install new towel bar/24".	replace towel bars in both bathrooms	10.E.2.	4 EA	<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 entry doors	8.A.	4 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"/>
11		Storm Window/Repair storm window/See comments.	replace all screens	8.G.4	7 EA	<input type="text"/>

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<i>Carpentry</i>						
	GARAGE					
12		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					
13		Base Cabinets/Replace/Oak. Replace base cabinets with new cabinets, pre-finished oak. Use Mill's Pride "York" or written approved equal.	remove and replace cabinets	6.O.2	14 LF	<input type="text"/>
14		Base Trim/Pine Colonial 2-1/4" Fingerjoint/Replace. Replace base trim, colonial, fingerjoint, 2-1/4" pine.	remove all trim and replace with new paint white	6.N	450 LF	<input type="text"/>
15		Countertop/Replace. Remove existing countertop and replace with new countertop and backsplash.	remove and replace	6.O.4	16 LF	<input type="text"/>
16		Passage Door/Pre-Hung/6-Panel/Replace passage door & lockset with new pre-hung 6-Panel. Work shall include paint both sides.	replace all interior doors	8.A	13 EA	<input type="text"/>
17		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.	remove and replace cabinets	6.O.2	16 LF	<input type="text"/>

Carpentry/Plumbing

<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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Carpentry/Plumbing

BATHROOM #1

18		Vanity Base Cabinet, Faucet, Top. Replace existing with new lavatory/vanity base cabinet (pre-finished oak), cultured marble top (1" overlap) and faucet (Moen one handle # P84521) or written approved equal. Match existing size.	replace vanity/ sink and faucet in both bathrooms	11.4.	2 EA	<input type="text"/>
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Drywall & Finish

GARAGE

19		Drywall/Wall/Small Area/Replace 1/2". Replace small area of drywall with new 1/2" drywall. Work shall include tape, bed, texture and paint to match existing as closely as possible.	repair are of sheetrock that's damaged	9.D.	6 SF	<input type="text"/>
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Electrical

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"/>
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 heat vent lights in both bathrooms	13.D.16	2 EA	<input type="text"/>

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<i>Electrical</i>						
	EXTERIOR					
22		Light Fixture/Porch/Replace exterior porch light.	replace porch lights	13.D.9	3 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).	remove and replace all ceiling fans	13.D.9.B	4 EA	<input type="text"/>
24		Cover Plate/Outlet/Install new outlet cover plate	replace all outlets, switches, cover plates, gcfi	13.D.6.	25 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.	remove and replace all interior lights	13.D.9	11 EA	<input type="text"/>
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"/>

Flooring

INTERIOR

<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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Flooring

INTERIOR

27	Carpet & Pad/Level Loop/26 oz./Install new carpet (26 oz., level loop)and pad (15 oz.).	remove pad and carpet and replace with new	9.M	90 SY	<input type="text"/>
28	Vinyl floor planks/install vinyl floor planks/glue down/7 mil wear layer/10 year residential warranty	remove tile and rplace with planks in designated areas	9.L	280 sf	<input type="text"/>

HVAC

INTERIOR

29	HVAC System/Service. Service complete HVAC system	service system	12.M.	1 EA	<input type="text"/>
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Paint & Finish

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 closets use off white	9.N.	1450 SF	<input type="text"/>
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Plumbing

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>Plumbing</i>						
	BATHROOM #1					
31		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					
32		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.	remove and replace kitchen 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"/>
34		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. Use Bradford White	replace water heater	11.A	1 EA	<input type="text"/>
<i>Site Work</i>						
	EXTERIOR					
35		Cleanup/Daily. Cleanup floor area daily.	mow yard, remove all rash and debris interior and exterior		1 SF	<input type="text"/>

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						TOTAL
						<input type="text"/>

Need Writeup

HOUSING AUTHORITY OF THE CHEROKEE NATION

VACANT UNIT INFORMATION SHEET

Name of Homebuyer: Brandi Waltermire

Forwarding Address: Unknown
City, State, Zip Code:

County:	Sequoyah	Move-In Date:	2/27/2017
Project #:	5501	Move-out Date:	7/19/2018
Account #:	WA-4949	Bedroom Size:	3
Unit #:	74949	Reason Vacated:	Reposessed by HACN

Previous Homebuyer: _____

Move-In Date: _____

Physical Address of Vacant Unit: _____

City, State, Zip Code: 916 Chestnut Circle Vian, OK 74962

Directions to Unit: Vian Addition just North of Dollar General in Vian on Hwy 82
9th house on the Right

	UTILITY COMPANY	ACCOUNT #
Gas:	Oklahoma Natural Gas	21335232058-3293 73
Electric:	OG&E	1307295913
Water:	Town of Vian Water Dept	16131271

Condition of Unit: Unknown Change Locks: Yes

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

Date: 7-19-18 HACN Staff: Megan Wooten

CC Tenant File
 Jerri A. Killer Housing Management Director
 Vera Hooper Manager of Housing
 Vera Hooper Supervisor - Housing Management
 Erna Reeves Deputy Director
 Joe Leach Construction Manager
 Jeremy Holderby Development Clerk

*ERR
1-6-15*



Attachments Required For Environmental:
Yes Copy of Plat if in Addition
No Copy of Survey
No Utility Transfer (Required if Assigned Back)

Attachments Required for Housing Mgmt Staff:
Yes Tenant Information Sheet
Yes Unit Information & Tenant Report
Yes Tenant Transaction
Yes Payoff Statement
No Request Appraisal