

## Scope of Work

### 2, 3 & 4 Bedroom - ADA Replacement Home

1. 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. 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.
4. 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, (Septic or aerobic). 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.
5. This unit will require a perc test and will be the contractor's responsibility. The cost associated with the installation of the required system will be negotiated with the awarded contractor. (If applicable)
6. 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. **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. The **final phase**, forty percent (40%) upon completion of new

home (100%) (Final grade, driveways, perimeter treated, and sod installed) and an amended Termite Certificate to indicate that the perimeter 15' surrounding the home has been treated, the area will be the same square footage as the sod installation. 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.

7. All work must be performed in a workmanlike manner.
8. Exterior Walls. Total R-Value must be R-19 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.
9. 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.
10. All door hardware shall be Oiled Bronze finish or approved equal.
11. 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.
12. The contractor shall furnish and install all appliances. (Matching white)
13. 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. All Appliances **must match in color** (White) with an Energy Star Rating, and to the greatest extent possible be "made in the USA.

14. Washer and dryer hookups will be located according to blueprints or if needed identified in the field.
15. Contractor shall install a kitchen 30" vent-a-hood; vent-a-hood will be vented through the roof. Match to appliances.
16. 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.
17. Drywall: all ceilings shall be 5/8"-sheet rock and walls will be ½" 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.
18. 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. Metal or Rubber in Valleys.
19. Roof Pitch shall be 5/12.
20. 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.
21. 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.
22. Pad: Pre-Treat pad, slab, footing, (garage, if applicable), approach, and all adjacent patio & porches for wood infestation insects. (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 1<sup>ST</sup> DRAW REQUEST. An amended Termite Certificate will be required to be submitted with the FINAL draw request, this shall include 30' around the perimeter surrounding the home, the same dimensions where the sod is installed. The treatment shall take place after the delivery of approved topsoil, final grade of the yard and before the installation of the sod.**

23. 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.
24. 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. FRONT PORCH POURED LEVEL WITH THE FLOOR AND ADA THRESHOLDS ON EXTERIOR DOORS. Exterior doors should have silicone seal under the thresholds to create water/moisture barrier.
25. Post Tension Cables will be required with approved blueprints. APPROVED BLUEPRINTS MUST BE SIGNED OFF BY HACN, CONSTRUCTION MANAGER PRIOR TO BEGINNING PROJECT.
26. 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.
27. Under slab Spec. calls for copper. We will use PEX.
28. **Contact Inspectors for approval of:** *Pad Construction, Footing*, (when dug and before poured), *Slab*, (before poured). **HACN STAFF SHOULD BE PRESENT at all pours.**
29. HVAC: Contractor will install a 15 seer. 3 TON, HVAC (Electric) System with filter grills in this home. All duct work will be hard piped sealed and wrapped. Must be inspected and approved by local authority and HACN Inspector.
30. 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 at 4 per house, (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.
31. 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, avoid overhead electric.

32. All electrical fixtures are to be Oil Bronzed finish or approved equal.
33. 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**)
34. 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 – **ANY COLOR BUT WHITE, 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.
35. The contractor shall install paint grade trim according to specs.
36. All closets shall have a 1"X12" painted shelf, with a metal closet rod from wall to wall installed at 64" AFF.
37. All linen closets shall have a minimum of 4 painted 1"X12" shelves.
38. Kitchen Cabinets: All solid wood (no particle board) stiles and rails  $\frac{3}{4}$ " 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.
39. The lower cabinets in the kitchen and the bathroom vanities will have an open space under the sink for wheelchair accessibility if the homeowner is determined to be wheelchair bound. (The contractor shall check with HACN before cabinet construction starts).

40. 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.)
41. The plumbing fixtures shall be Oil Bronzed finish or approved equal. Plumbers shall install detachable ADA shower head with glide bar.
42. The Master Bedroom ADA bathroom shall have a walk-in shower with curb.
43. The contractor will be responsible for all wood backing for ADA items: Grab bars at the toilet location (2), and the shower (2).
44. All toilets will be ADA elongated bowls.
45. Soffit shall be Smart Board with slotted air vents.
46. Bird Boxes on the gable ends will not be utilized on these homes, louvered octagon gable vents only.
47. Contractor shall install  $\frac{3}{4}$ " x 6" primed textured smart board for fascia.
48. Windows must be trimmed with cedar 2X4, or Smart Board 5/4 board and painted white (same as fascia).
49. The contractor shall be responsible for final grading of the yard, approved topsoil and site cleanup.
50. Contractor shall be responsible for approved topsoil and laying Bermuda Mix sod in a 30' circumference around the house and treating the area prior to installation of sod,  
(See Item #22)
51. Driveways will be built from site to county road. Bidders should visit the site to verify distance and building material availability and if tin horns/fill are needed. All homes must contain an approved road base and  $\frac{3}{4}$  inch crusher run overlay so that the parking area will not become a mud hole, or the ground fall out from under it. Should be built solid and long lasting.

52. A 14'x20' concrete parking pad shall be installed at the end of the driveway, next to the home with a gravel turnaround to back up onto when leaving property. Include 4'X30' sidewalk from the parking pad to the front porch, any additional footage due to location of the parking pad to be determined after the parking pad is complete. Parking pad to be graded level with the yard, (Approved Topsoil included).
53. Bidder should visit the job site and acquaint themselves with the exact nature of work to be performed.
54. Windows: Vinyl Single Hung divided lite insulated glass.
55. Vanity Mirrors: 24"x36" mirror above each vanity. MUST be framed. HACN must approve sample. Approved ADA Tilted Mirror is NOT required.
56. Floor Covering: Armstrong American Personality 12 Wood Grain or approved equal. Contractor shall install with S-599 (or approved equal) Full spread adhesive using a notched trowel. DO NOT ROLL GLUE ON (rolling voids warranty) Flooring will be complete throughout home in every room.
57. **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.
58. 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.

**Specifics from Randy Bogart, Construction Manager, Construction Dept.**

New pad – inspected by HACN inspector before footing dug.

- 1) Home - WE WILL USE THE ADA PLAN PROVIDED BY HACN PROCUREMENT. It is the contractor's responsibility to familiarize themselves with site locations and the house plans provided.
- 2) All fixtures and door hardware: Electrical, Plumbing, Doorknobs and Hinges are to be Oil Bronzed finish or approved equal.
- 3) New septic system according to perc test (results supplied from awarded contractor and cost agreed by HACN before installing).
- 4) Existing septic systems will be pumped, demolished, filled with dirt and graded back to natural yard grade.
- 5) Sod 30' from home around entire structure include approved topsoil.
- 6) Approved road base with  $\frac{3}{4}$  crusher run from home to county road.
- 7) Demolition of existing home – must be demolished and removed to an approved dump site. If using Cherokee Nation Landfill: Landfill now requires a negative Asbestos certificate from a licensed Environmental Specialist.
- 8) BID HOMES TURNKEY.
- 9) Utility Information – Included from Rehab on Site Evaluation page. The Contractor is responsible for all utility hook ups (New and Old Services). If a new service is required, the homeowner will be responsible for the transfer of service when the home is complete. IF THE CONTRACTOR WISHES TO KEEP THE EXISTING UTILITIES LIVE AND UTILIZE THEM DURING CONSTRUCTION, THEY WILL NEED PRIOR APPROVAL FROM THE HACN AND WILL BE RESPONSIBLE FOR THE UTILITY BILLS WHILE UNDER CONSTRUCTION. THE CONTRACTORS FINAL 100% DRAW WILL BE HELD BY THE HACN UNTIL SAID BIILS ARE CLEARED.
- 10) Driving Directions – Included from Rehab