

# Work Write-Up and Bid Document/By Trade

**Derick Rush (RW)**  
400 N. McConnell St. Vian, OK 7-4962  
(918) 730-0657

Contractor Name: \_\_\_\_\_  
Contractor Signature: \_\_\_\_\_

PROJECT TYPE: **Rehabilitation**  
Bid Due Date: \_\_\_\_\_  
*This document must be signed to be a valid bid.*

Trade	Work Description / Comments	Gen. Spec.	Qty Unit	Item Bid
<b>Appliances</b>				
1	Area: KITCHEN Dishwasher/Replace. Replace existing dishwasher with new dishwasher	Div.# 10.F.	1 Ea	<input type="text"/>
2	Area: KITCHEN Oven/Range/Electric/30"/Free Standing. Replace existing oven with new 30" free standing electric range/oven with clock, oven window and one-year manufacturer's warranty.	Div.# 10.F	1 Ea	<input type="text"/>
3	Area: KITCHEN Refrigerator/Top Freezer/Energy Star/18.2 C.F. Minimum Size/Replace. Replace existing refrigerator with new 18.2 C.F. (minimum size) refrigerator with top freezer. Must be Energy Star compliant.	Div.# 10.F	1 Ea	<input type="text"/>
4	Area: KITCHEN Vent-A-Hood/30"/Ext. Vented/Replace. Replace existing vent-a-hood with new kitchen vent-a-hood (ext. vent)/30"	Div.# 10.D. 3.D	1 Ea	<input type="text"/>

**Carpentry**

<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b>Carpentry</b>				
<b>5</b>	<b>Area: KITCHEN</b> Base Cabinets/Replace/Oak. Replace base cabinets with new cabinets, pre-finished oak. <b>Match existing</b>	<b>Div.# 6.O.2</b>	<b>18 LF</b>	<input type="text"/>
<b>6</b>	<b>Area: INTERIOR</b> Base Trim/Pine Colonial 2-1/4" Fingerjoint/Replace. Replace base trim, colonial, fingerjoint, 2-1/4" pine.	<b>Div.# 6.N</b>	<b>700 LF</b>	<input type="text"/>
<b>7</b>	<b>Area: INTERIOR</b> Clothes Rod/Install. Install new closet clothes rod. <b>Bedroom closets.</b>	<b>Div.# 6.Z.</b>	<b>18 LF</b>	<input type="text"/>
<b>8</b>	<b>Area: KITCHEN</b> Countertop/Laminate/Replace. Remove existing countertop and replace with new laminate countertop and backsplash. <b>Match existing</b>	<b>Div.# 6.O.4</b>	<b>36 SF</b>	<input type="text"/>
<b>9</b>	<b>Area: EXTERIOR</b> Door/Exterior/6-Panel Steel/Pre-Hung/Replace. Replace exterior entrance door with new pre-hung-steel six panel door. Work shall include paint-both sides, lockset, deadbolt & peephole. <b>Match existing size and swing.</b>	<b>Div.# 8.A.</b>	<b>3 Ea</b>	<input type="text"/>
<b>10</b>	<b>Area: ROOF</b> Fascia/Replace/1" x 6". Replace Fascia/1" x 6". <b>Replace metal fascia on north end gable.</b>	<b>Div.# 6.P</b>	<b>20 LF</b>	<input type="text"/>
<b>11</b>	<b>Area: GARAGE</b> Garage Vehicle Door/Steel/16' x 7'/Replace. Replace existing garage vehicle door with new steel overhead garage vehicle door--16' X 7'.	<b>Div.# 8.C</b>	<b>1 Ea</b>	<input type="text"/>

<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b>Carpentry</b>				
<b>12</b>	<b>Area: BATHROOM #1</b> Mirror/Beveled Glass/Replace. Replace mirror with new beveled glass mirror. Repair all surfaces to match existing. <b>Match existing</b>	Div.# 10.E.	6 SF	<input type="text"/>
<b>13</b>	<b>Area: BATHROOM #2</b> Mirror/Beveled Glass/Replace. Replace mirror with new beveled glass mirror. Repair all surfaces to match existing.	Div.# 10.E.	6 SF	<input type="text"/>
<b>14</b>	<b>Area: BATHROOM #1</b> Paper Holder/Replace paper holder <b>Match existing</b>	Div.# 10.E. 2.	1 Ea	<input type="text"/>
<b>15</b>	<b>Area: BATHROOM #2</b> Paper Holder/Replace paper holder <b>Match existing</b>	Div.# 10.E. 2.	1 Ea	<input type="text"/>
<b>16</b>	<b>Area: INTERIOR</b> Passage Door, Jamb & Trim/Pre-Hung/6-Panel/Replace passage door & lockset with new pre-hung 6-Panel. Work shall include paint both sides. <b>Match existing.</b>	Div.# 8.A	10 Ea	<input type="text"/>
<b>17</b>	<b>Area: INTERIOR</b> Passage Door/Pre-Hung/6-Panel. Install new passage door & lockset (pre-hung 6-Panel). Work shall include paint both sides. <b>Replace existing double door.</b>	Div.# 8.A	2 Ea	<input type="text"/>



<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b>Carpentry</b>				
<b>18 Area: EXTERIOR</b>				
	Siding/Clean. Clean existing siding using detergent and fungicide. Washing shall remove all debris, dirt, mold, fungi and mildew without damage or water intrusion.	Div.# 5.H.8.	1000 SF	<input type="text"/>
<b>19 Area: ENTIRE STRUCTURE</b>				
	Storm Door/Vinyl Clad. Replace storm/screen door with new vinyl clad storing storm door.	Div.# 8.B	2 Ea	<input type="text"/>
<b>20 Area: BATHROOM #1</b>				
	Towel Bar/Replace. Replace existing towel bar with new towel bar. Match existing size or as specified in Comments below.	Div.# 10.E. 2.	1 Ea	<input type="text"/>
	Match existing			
<b>21 Area: BATHROOM #2</b>				
	Towel Bar/Replace. Replace existing towel bar with new towel bar. Match existing size or as specified in Comments below.	Div.# 10.E. 2.	1 Ea	<input type="text"/>
	Match existing			
<b>22 Area: BATHROOM #1</b>				
	Vanity Base Cabinet/Pre-Finished Oak. Install new vanity base cabinet (pre-finished oak).	Div.# 6.O	3.5 LF	<input type="text"/>
<b>23 Area: BATHROOM #1</b>				
	Wall Hung Cabinets/Pre-Finished Oak. Install new wall hung cabinets (pre-finished oak).	Div.# 6.O.2	2.5 LF	<input type="text"/>
	Match existing			
<b>24 Area: BATHROOM #2</b>				
	Wall Hung Cabinets/Replace/Pre-Finished Oak. Replace wall hung cabinet(s) with new pre-finished oak cabinet(s).	Div.# 6.O.2	2.5 LF	<input type="text"/>

<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b><u>Carpentry</u></b>				
<b>25</b>	<b>Area: KITCHEN</b> Wall Hung Cabinets/Replace/Pre-Finished Oak. Replace wall hung cabinet(s) with new pre-finished oak cabinet(s). <b>Match existing</b>	<b>Div.# 6.O.2</b>	<b>17 LF</b>	<input type="text"/>
<b>26</b>	<b>Area: EXTERIOR</b> Window/Replace/Vinyl/Thermopane/Low-E. Replace window with new Solid Vinyl window/single hung. Use Am. Craftsman Series 2160-Vinyl or written approved equal. Include frame, sill, sash, trim, hardware, screen, repair & paint of int. and ext. surfaces. <b>Match existing. Work includes casing, trim and apron.</b>	<b>Div.# 8.G</b>	<b>6 Ea</b>	<input type="text"/>
<b><u>Electrical</u></b>				
<b>27</b>	<b>Area: INTERIOR</b> Ceiling Fan, Light Kit & Circuit Wiring/44"/Install new ceiling fan (44" w/lifetime warranty) with light kit, switch, cover plate and circuit wiring. <b>Bedrooms 1,2 and 3</b>	<b>Div.# 13.D. 9.B</b>	<b>3 Ea</b>	<input type="text"/>
<b>28</b>	<b>Area: LIVING ROOM #1</b> Ceiling Fan, Light Kit & Circuit Wiring/52". Install new ceiling fan (52" w/lifetime warranty) with light kit, switch, cover plate and wiring.	<b>Div.# 13.D. 9.B</b>	<b>1 Ea</b>	<input type="text"/>
<b>29</b>	<b>Area: ELECTRICAL</b> Door Bell Sytem/Install new door bell system with bell chime, transformer, one button and bellwire.	<b>Div.# 13.D.</b>	<b>1 Ea</b>	<input type="text"/>

<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b>Electrical</b>				
<b>30 Area: BATHROOM #1</b>				
	Light Fixture, Switch & Circuit/Room. Install new 10 inch, round, flush mount, ceiling light fixture and 55 watt compact fluorescent lighting, switch, cover plate and circuit. <b>Match existing</b>	Div.# 13.D. 9	1 Ea	<input type="text"/>
<b>31 Area: BATHROOM #2</b>				
	Light Fixture, Switch & Circuit/Room. Install new 10 inch, round, flush mount, ceiling light fixture and 55 watt compact fluorescent lighting, switch, cover plate and circuit.	Div.# 13.D. 9	1 Ea	<input type="text"/>
<b>32 Area: GARAGE</b>				
	Light Fixture, Switch & Circuit/Room. Install new 10 inch, round, flush mount, ceiling light fixture and 55 watt compact fluorescent lighting, switch, cover plate and circuit. <b>Match existing</b>	Div.# 13.D. 9	4 Ea	<input type="text"/>
<b>33 Area: BATHROOM #2</b>				
	Light Fixture/Bathroom/3 Light/Replace. Replace existing light fixture with new 3 Light/Globe, wall mounted light fixture.	Div.# 13	1 Ea	<input type="text"/>
<b>34 Area: ELECTRICAL</b>				
	Light Fixture/Porch/Replace exterior porch light. <b>Match existing.</b>	Div.# 13.D. 9	4 Ea	<input type="text"/>
<b>35 Area: BATHROOM #1</b>				
	Light Fixture/Vent-Light/Install new bathroom light (100 watt), vent fan (70 CFM) and switch. Fan shall be vented out of attic to code.	Div.# 13.D. 16	1 Ea	<input type="text"/>



<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b>Electrical</b>				
36	<i>Area: BATHROOM #2</i>	<i>Div.# 13.D. 16</i>	1 Ea	<input type="text"/>
	Light Fixture/Vent-Light/Install new bathroom light (100 watt), vent fan (70 CFM) and switch. Fan shall be vented out of attic to code.			
37	<i>Area: INTERIOR</i>	<i>Div.# 13.D. 11</i>	4 Ea	<input type="text"/>
	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. <i>Match existing.</i>			
<b>Flooring</b>				
38	<i>Area: INTERIOR</i>	<i>Div.# 9.L</i>	1000 SF	<input type="text"/>
	Vinyl Plank Flooring/Remove existing flooring & install vinyl plank flooring/Wood grain. mill <i>Replace with glue down Vinyl Plank Tile.</i>			
<b>HVAC</b>				
39	<i>Area: HVAC</i>	<i>Div.# 12</i>	1 Ea	<input type="text"/>
	HVAC Equipment/Central/Cooling & Heat/3 TON/14 SEER. Replace existing HVAC cooling & heat equipment (14 SEER). INSIDE AND OUTSIDE EQUIPMENT/INCLUDING AIR HANDLER, COPPER LINES, CONDENSOR COILS, EVAP. COILS. AND COMPRESSOR. Match existing gas/electric. <i>Electric Unit. In attic</i>			
<b>Paint &amp; Finish</b>				

<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b>Paint &amp; Finish</b>				
<b>40 Area: INTERIOR</b>	Walls & Ceiling/Drywall/Paint/Two coats. Paint walls & ceiling in entire area. Work shall include minor repairs to surfaces. SF=ACTUAL AREA UNDER ROOF.	<i>Div.# 9.N.3</i>	5000 SF	<input type="text"/>
<b>Plumbing</b>				
<b>41 Area: BATHROOM #1</b>	Commode & Seat/Install new highrise commode, seat, supply line, shutoff and wax seal. Use American Standard Cadet or written approved equal.	<i>Div.# 11.A</i>	1 Ea	<input type="text"/>
<b>42 Area: BATHROOM #2</b>	Commode & Seat/Install new highrise commode, seat, supply line, shutoff and wax seal. Use American Standard Cadet or written approved equal.	<i>Div.# 11.A</i>	1 Ea	<input type="text"/>
<b>43 Area: BATHROOM #1</b>	Faucet/Vanity/Install new vanity faucet, supply lines & shutoffs.	<i>Div.# 11.A</i>	1 Ea	<input type="text"/>
<b>44 Area: BATHROOM #2</b>	Faucet/Vanity/Install new vanity faucet, supply lines & shutoffs.	<i>Div.# 11.A</i>	1 Ea	<input type="text"/>
<b>45 Area: BATHROOM #2</b>	Lavatory-Vanity Cabinet/Replace. Replace existing lavatory-vanity cabinet with new vanity cabinet (pre-finished oak). Match existing size.	<i>Div.# 11.A</i>	3 LF	<input type="text"/>
<b>46 Area: BATHROOM #1</b>	Lavatory-Vanity Sinktop/Cultured Marble/Replace. Replace existing lavatory-vanity sinktop with new vanity sinktop (cultured marble). Match existing size. Match existing	<i>Div.# 11.A</i>	7 SF	<input type="text"/>



<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b>Plumbing</b>				
<b>47</b>	<b>Area: BATHROOM #2</b> Lavatory-Vanity Sinktop/Cultured Marble/Replace. Replace existing lavatory-vanity sinktop with new vanity sinktop (cultured marble). Match existing size.	<i>Div. # 11.A</i>	6 SF	<input type="text"/>
<b>48</b>	<b>Area: BATHROOM #1</b> Shower Faucet & Diverter/Single Lever/Install new bath/shower faucet with diverter. Work shall include installation of pre-fab access panel or removal and replacement of wall materials on opposite wall to faucet. <b>Match existing</b>	<i>Div. # 11.A</i>	1 Ea	<input type="text"/>
<b>49</b>	<b>Area: BATHROOM #2</b> Shower Faucet & Diverter/Single Lever/Install new bath/shower faucet with diverter. Work shall include installation of pre-fab access panel or removal and replacement of wall materials on opposite wall to faucet. <b>Match existing</b>	<i>Div. # 11.A</i>	1 Ea	<input type="text"/>
<b>50</b>	<b>Area: BATHROOM #1</b> Shower Head. Repair shower head/see comments. <b>Relocate shower head 6 inches higher on wall. Includes drywall repair.</b>	<i>Div. # 11.A</i>	1 Ea	<input type="text"/>
<b>51</b>	<b>Area: BATHROOM #2</b> Shower Head. Repair shower head/see comments. <b>Relocate shower head 6 inches higher on wall. Includes drywall repair.</b>	<i>Div. # 11.A</i>	1 Ea	<input type="text"/>
<b>52</b>	<b>Area: BATHROOM #1</b> Tub Surround/Repair. Repair tub surround/See comments. <b>Clean existing shower.</b>	<i>Div. # 11.A</i>	1 Ea	<input type="text"/>

<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b>Plumbing</b>				
<b>53 Area: BATHROOM #2</b>	Tub Surround/Repair. Repair tub surround/See comments. <b>Clean existing shower.</b>	Div.# 11.A	1 Ea	<input type="text"/>
<b>54 Area: PLUMBING</b>	Vent/Plumbing/Repair. Repair plumbing vent (See Comments). <b>Repair clean-out and cap.</b>	Div.# 11.A.	1 Ea	<input type="text"/>
<b>55 Area: UTILITY ROOM #1</b>	Washer Box, Valves & Drain/Replace. Replace existing washer box, valves and drain line with new washer box, valves and drain line.	Div.# 11.A	1 Ea	<input type="text"/>
<b>56 Area: GARAGE</b>	Water Heater/Electric/40 Gallon/Replace. Replace existing gas water heater with new 40 gal. electric water heater. Remove gas water heater and cap gas lines. Install new electric water heater to code. Work shall include all electrical hook-ups.	Div.# 11.A	1 Ea	<input type="text"/>
<b>Roofing</b>				
<b>57 Area: ROOF</b>	Roofing/Architectural/30 Year Warranty. Install fiberglass shingles/Minimum 30 year warranty/Use Owens Corning "Classic" or written approved equal. <b>Match existing</b>	Div.# 7.A.	26 Sq	<input type="text"/>
<b>58 Area: ROOF</b>	Roofing/Strip/Asphalt-Fiberglass/1 Layer. Strip roof--asphalt/fiberglass/1 layer.	Div.# 7.C	26 Sq	<input type="text"/>
<b>Site Work</b>				
<b>59 Area: ENTIRE STRUCTURE</b>	Cleanup/Final. Final cleanup of entire Project.	Div.#	5000 SF	<input type="text"/>

<i>Trade</i>	<i>Work Description / Comments</i>	<i>Gen. Spec.</i>	<i>Qty Unit</i>	<i>Item Bid</i>
<b><u>Site Work</u></b>				
<b>60</b>	<i>Area:</i> <b>EXTERIOR</b> Tree/Remove/25" to 36" diameter. Remove tree/25" to 36" diameter. Fill hole and re-grade area. <b>Remove storm damaged tree and limbs.</b>	<i>Div.#</i> 2.R	1 Ea	<input type="text"/>
<b>61</b>	<i>Area:</i> <b>EXTERIOR</b> Tree/Remove/25" to 36" diameter. Remove tree/25" to 36" diameter. Fill hole and re-grade area. <b>Remove limb hanging over home. Includes additional limbs in immediate area.</b>	<i>Div.#</i> 2.R	1 Ea	<input type="text"/>
<p>All construction shall be in accordance with local codes, manufacturers' recommended installation procedures, good quality workmanship practices, General Specifications and Lead-Based Paint requirements when applicable. Conflicts between requirements will be resolved by compliance with the more stringent requirement. Contractor awarded the job will be responsible for conducting safe work practices that comply with OSHA Construction Standards for Asbestos Workers. Asbestos report, where required, will be attached if areas tested are 1% or greater. See attached Asbestos Sampling Report for location and testing of Planned Work Activities.</p>				
<b>Total:</b>				<input type="text"/>



# HOUSING AUTHORITY OF THE CHEROKEE NATION

## VACANT UNIT INFORMATION SHEET

**Name of Homebuyer:** DERICK RUSH

**Forwarding Address:** Unknown  
 City, State, Zip Code:

<b>County:</b>	Sequoyah	<b>Move-In Date:</b>	6/1/2023
<b>Project #:</b>	2003	<b>Move-out Date:</b>	7/2/2023 <b>2024</b>
<b>Account #:</b>	RU-4240	<b>Bedroom Size:</b>	3
<b>Unit #:</b>	44240	<b>Reason Vacated:</b>	Reposessed by HACN

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

Move-In Date: \_\_\_\_\_

**Physical Address of Vacant Unit:** \_\_\_\_\_

City, State, Zip Code: 400 N. MCCONNEL VIAN OK 74962

Directions to Unit: 64 W. TO VIAN 13 MILES TURN RIGHT ONTO MCCONNEL  
GO 2 BLOCKS DOWN AND IT'S THE FIRST HOUSE ON RIGHT.

	UTILITY COMPANY	ACCOUNT #
Gas:	_____	_____
Electric:	CITY OF VIAN	_____
Water:	CITY OF VIAN	_____

**Condition of Unit:** Unknown Change Locks: Yes

List any changes and/or additions made to unit: \_\_\_\_\_

Date: \_\_\_\_\_ HACN Staff: Latosha Locust

CC: Tenant File  
 Shay Stanfill Housing Management Director  
 Charleisa Smith Manager of Housing  
 Charleisa Smith Supervisor - Housing Management  
 David Sevier Maintenance Manager  
 Shirley Hubbard Administrative Officer - Maintenance  
 Stephanie Carroll Administrative Assistant - Maintenance

**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

*3566075-142810-810-2003-44240*