

Project Scope of Work for
PROPERTY ADDRESS: 1175 Cherry Hill Church Rd, South Boston, VA

The work shall include, but not be limited to all labor, materials, tools, equipment, incidentals, insurance, overhead and profit to perform the work as outlined below:

GENERAL NOTES:

1. Contractor has inspected all surfaces and job conditions and by signing this contract accepts the conditions of all surfaces and job conditions. Costs associated with these conditions are included within this proposal.
2. Contractor shall field verify locations, sizes and quantities of work required for the project.
3. Include all required cleanup for work completed under this package. Include daily cleanup of all areas where work is performed and disposal of debris to Owner provided dumpster.
4. General building permit shall be provided by the Owner. Contractors/subcontractors shall be responsible for all permits and licensing as is required to complete their respective scope of work and to meet city regulations.
5. Contractor shall provide proof of General Liability and Worker's Compensation insurance.
6. Jobsite dumpsters are Owner-Furnished but must be specified by the Contractor.
7. If needed, Owner will provide materials. **If Owner does provide materials, Contractor must specify which materials are needed** (Due to Owner's relationship with Lowe's Hardware Store, Owner requires that items list be made from item/model # from Lowe's as a baseline. If you have relationships with other stores that may help in pricing, Owner is willing to open accounts at the specific stores you may recommend).
8. Contractor is also responsible for providing timeline for completing the job. Please provide what work will be done each week and desired payments at each stage of the job. For example, payment of \$_____ due at start of the job; Week 1, the following will be completed.....; After inspection, Contractor would like \$_____ prior to week 2; etc....

EXTERIOR:

Tree/Landscaping Work:

1. Cut down tree at the front of the driveway entrance and trim necessary trees/bushes on property
2. In backyard, trim overgrown tree
3. Necessary landscaping work for maximum curb appeal

Tree/Landscaping charge: \$_____

Debris Removal:

1. Remove dilapidated storage building and trailer. Also remove any other surrounding debris.

Debris Removal charge: \$_____



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Driveway Work:

1. Gravel the driveway. Also get quote for concrete driveway so we can decide which option we will do.

Gravel driveway charge: \$ _____

OR

Concrete driveway charge: \$

Other Exterior Work:

1. Install new roof
2. Replace fascia boards where necessary (Roof has been left exposed for months without a tarp so there may be some damaged wood that needs to be replaced or dried out significantly)
3. Paint Shutters throughout the home
4. Replace gutters and down spouts throughout the home
5. Pressure wash exterior
6. Build new deck area (16' by 10' or 8' by 8') where previous deck has been demolished.
7. Vinyl siding on non-brick portion of the exterior (most on the back of the home)
8. Make sure all windows are working properly and replace as necessary
9. Make sure all exterior doors are secure to prevent unauthorized entry

Labor charge: \$

Material cost (if Contractor provides materials): \$

Material list (if Owner provides materials): _____

[illegible]

INTERIOR OF THE HOME:

Demo, Removal, Preparation:

1. Due to roof being exposed, ceilings and walls throughout the home need to be removed and hauled off. New sheetrock for the walls and ceilings will need to be installed after demolition.
2. Once roof is installed to secure the inside of the home, sheetrock and ceilings should be installed throughout the home.
3. Panel walls in the basement also need to be removed. Other junk in the basement must be removed and hauled off as well prior to remainder of the home being done.

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Kitchen:

1. Replace all flooring with waterproof laminate
2. Demo existing kitchen cabinets and install new cabinets and cabinet hardware
3. New countertops (no cheap Formica countertops)
4. Install new stainless steel double sink – with garbage disposal
5. Install new backsplash
6. Replace kitchen window
7. Install new range and dishwasher
8. New light fixtures (Ceiling fan is one of the lighting in the kitchen but would like to remove it for a more desirable lighting that won't compromise food preparation. Would like lighting with separate switch above the kitchen sink)
9. Replace two HVAC vents
10. New GIF plugs (x3)

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Family Room:

1. Replace flooring with waterproof laminate flooring
2. Remove 2nd entry door and sheetrock for a complete room
3. Replace Sliding Glass Door
4. Paint fireplace (gray/white) and replace molding around the wall (Potential Option: Rebuild with stone?) – Need some good imagination here
5. Replace ceiling fan
6. Remove and replace window in between shelves and sheetrock
7. Replace 3 HVAC vents

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Laundry Room:

1. Replace flooring
2. Install new shelving
3. Install new light fixture

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Formal Living Room:

1. Replace flooring
2. Remove and repair wall with double sided mirror
3. New Ceiling fan
4. Paint front door
5. Paint vents and replace outlet covers as needed

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Master Bedroom:

1. Demo carpet and install new carpet
2. Replace window
3. New bi/fold closet door
4. New ceiling fan
5. Replace outlet covers

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Bedroom #2:

1. Re-sheetrock wall
2. Demo carpet and install new carpet
3. New ceiling fan
4. Replace outlet covers

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Bedroom #3:

1. Remove window A/C unit and install new window
2. Demo carpet and install new carpet
3. New ceiling fan
4. Replace outlet covers

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Bathroom off of family room:

1. Replace window
2. Install new shower and tub (Would like a ceramic tile surround for the shower)
3. New flooring (waterproof laminate, ceramic tile, vinyl would be acceptable)
4. New toilet
5. New vanity with cabinet, mirror and sink (If you elect for pedestal sink then additional cabinet space must be incorporated in the bathroom)
6. Install long towel bar, 2 circular rings and 1 hook to hang towel on the bathroom door
7. New overhead light fixture with exhaust fan
8. Would ideally light a second light above sink mirror if it could be wired
9. New light switch should be able to work the fan light with one switch and the other light with the other switch.

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Hallway Bathroom:

1. New flooring to match flooring in other bathroom
2. New vanity with cabinet, mirror and sink (If you elect for pedestal sink then additional cabinet space must be incorporated in the bathroom)
3. Install long towel bar and 1 circular ring
4. New overhead light fixture with exhaust fan
5. Replace toilet
6. New light fixture with exhaust fan

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

Basement:

1. Clean up basement and remove all debris (Should be quoted in the interior demo section)
2. Carpet the stairs
3. Make sure basement doesn't contain excess moisture (If it does, indicate in miscellaneous section with the recommended remedies)

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

HVAC:

1. Service HVAC (Make sure air conditioning and heat work)
2. Keep existing oil tank if working properly and make sure home has central air for the HVAC (We do not want any window units)

HVAC charge: \$_____

Plumbing:

1. Make sure there are no leaks
2. Make sure there is enough water pressure throughout the house
3. Make sure the hot water heater is working properly

Plumbing charge: \$_____

Electrical:

1. Make sure all outlets are working
2. Make sure home is up to code
3. Make sure that all outlets, light switches match each other and look good

Electrical charge: \$_____

Whole House or Miscellaneous

1. Install carbon monoxide alarm (1) near kitchen/living room area
2. Make sure all rooms have smoke detectors
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Labor charge: \$_____

Material cost (if Contractor provides materials): \$_____

Material list (if Owner provides materials): _____

TOTAL JOB COST: (No matter what option, we will keep 25% of the labor charge until final inspection and approval of owner) Choose one below:

Contractor provides materials: (Total job cost: \$_____)

Owner provides materials:

Labor charge: \$_____

Material estimate: \$_____ (If material estimate provided is off by more than 25%, any subsequent overage will be subtracted from the 25% of labor held by Owner for final inspection)

Based on this Project scope of work, I expect to be completed with this job within _____ weeks. Below is an estimated schedule of work:

Week 1 projects and expected accomplishments:

Desired draw after Week 1 inspection: \$ _____

Week 2 projects and expected accomplishments:

Desired draw after Week 2 inspection: \$ _____

Week 3 projects and expected accomplishments:

Desired draw after Week 3 inspection: \$ _____

Week 4 projects and expected accomplishments:

Desired draw after Week 4 inspection: \$ _____

Week 5 projects and expected accomplishments:

Desired draw after Week 5 inspection: \$_____

Week 6 projects and expected accomplishments:

Desired draw after Week 6 inspection: \$_____

Week 7 projects and expected accomplishments:

Desired draw after Week 7 inspection: \$_____

Week 8 projects and expected accomplishments:

Desired draw after Week 8 inspection: \$_____

By signing below, I am taking full responsibility for the project scope of work to be completed as well as the expected timeline. I understand that payments will be made upon successful completion of work stated in this project scope of work. I also understand that failure to complete the jobs as stated or within the stated time period could result in forfeiture of any payments agreed to. By signing this agreement, I am agreeing to and standing by the pricing provided in this Project Scope of work for the property referenced in this Agreement.

i) Company: _____

ii) Name: _____

iii) Phone: _____

iv) E-mail: _____

v) Signature: _____

vi) Date: _____

Additional weeks (if needed):

Week 9 projects and expected accomplishments:

Desired draw after Week 9 inspection: \$_____

Week 10 projects and expected accomplishments:

Desired draw after Week 10 inspection: \$_____

Week 11 projects and expected accomplishments:

Desired draw after Week 11 inspection: \$_____

Week 12 projects and expected accomplishments:

Desired draw after Week 12 inspection: \$_____