INSTRUCTIONS TO BIDDERS

Mail or deliver this entire completed bid package in a sealed envelope to be received no later than 3:30 p.m. on Wednesday, November 20, 2013

TO: Town of Watertown
   Town Manager's Office
   424 Main Street
   Watertown CT 06795

To be noted on outside of envelope:

DO NOT OPEN UNTIL 3:30 p.m. on Wednesday, November 20, 2013

Project No. 153-111
   1000 Litchfield Road
   Watertown CT 06795

THERE WILL BE A MANDATORY PRE-BID CONFERENCE AT THE ABOVE SITE AT:
8:30 a.m. on: Wednesday, November 13, 2013

NOTE: CONTRACTOR IS TO SUBMIT THIS ENTIRE BID PACKAGE. ALL BIDS MUST BE FILLED OUT COMPLETELY. IT IS SUGGESTED THAT CONTRACTORS RETAIN A COPY OF THIS ENTIRE BID PACKAGE.

ALL BIDS SHALL REMAIN IN EFFECT FOR FORTY FIVE (45) CALENDAR DAYS AFTER THE RECEIPT OF BIDS.

CONTRACTOR'S BUSINESS NAME: ___________________________ (PLEASE PRINT)

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
WBE / MBE / SBE AND SECTION 3 DESIGNATED CONTRACTORS
ARE ENCOURAGED TO APPLY
TOWN OF WATERTOWN
SCOPE OF WORK, PART 1, GENERAL CONDITIONS

OWNER: Jacqueline Bellerive
ADDRESS: 1000 Litchfield Road
Watertown CT 06795

PROJECT: 153-111

1. The Contractor, unless otherwise specified, shall provide all labor, materials, tools, equipment, and related items, and pay all necessary taxes, fees, and permits necessary to complete all of his work as detailed on the attached scope of work.

2. All rehabilitation, alterations, repairs, or extensions shall be in compliance with all applicable codes of the Municipality. All electrical, heating, and plumbing work shall comply with the rules and regulations of the National, State and Local Codes. Before commencing work, contractors and/or subcontractors shall obtain all necessary permits.

3. The Contractor certifies that he has familiarized himself with the requirements of the specifications and plans and understands the extent and character of the work to be done, and inspected the premises and given his full attention to any and all areas with which he might become specifically involved. He must familiarize himself with all conditions relating to and affecting his work and bid.

4. The selected Contractor must, prior to contract signing, supply the Town of Watertown and the Owner with the original certificates of insurance for general liability, auto liability, and worker’s compensation, as applicable. General liability insurance shall be a broad form contractual endorsement with minimum limits of one million ($1,000,000.00) dollars per occurrence for bodily injury and five hundred thousand ($500,000.00) dollars per occurrence for property damage. Auto Liability insurance shall cover hired and non-hired autos in accordance with State law. Workers’ Compensation Insurance shall have a minimum limit of one hundred thousand ($100,000.00) dollars for each accident. The Contractor shall indemnify and save harmless the Owner and the Town of Watertown under these policies. The contractor shall name the Town of Watertown, its agents and the Owner as additional insured as their interests may appear on the General Liability Insurance.

5. The Contractor agrees that all services offered by the Municipality through L. Wagner & Associates, Inc. (hereinafter referred to as the "Consultant"), which may affect the Contractor, are offered by the Municipality in order to assist in the project implementation and the necessary program compliance. The Contractor agrees to, upon review and acceptance of such services provided, indemnify, defend, save and hold harmless the Municipality and Consultant, their officers, agents and employees from and against any and all damage, liability, loss, expense, judgment or deficiency of any nature whatsoever (including, without limitation, reasonable attorney’s fees and other costs and expenses incident to any suit, action or proceeding) incurred or sustained by Municipality or consultant which shall arise out of or result from consultant’s performance in good faith of services pursuant to the Professional Services Contract. The Contractor agrees that the Consultant shall not be liable to the Contractor, its heirs, successors or assigns, for any act performed within the duties and scope of employment pursuant to Professional Services Contract.
6. All materials shall be new and of acceptable quality. The property Owner shall select all colors, models, etc. All materials and work must be applied in accordance with the applicable manufacturer’s latest instructions and specifications, and in accordance with Federal prohibitions against the use of lead paint. All manufacturers’ warranties are to be extended to the property Owner free and clear of all liens. Unless otherwise specified, all labor, material, and workmanship provided by the Contractor shall be guaranteed by the Contractor for a one (1) year period from the date of the Certificate of Completion. This guarantee shall be in addition to and not in limitation of, in lieu of, or modify any other guarantee that is due the property Owner from any manufacturer.

7. The Contractor shall repair or replace all work, materials, and equipment which are found to be defective during construction and the guarantee period. Repair shall include all damage to surrounding work caused by the failure and/or necessary for the repair or replacement of the defect. All repairs and replacements shall be performed at no additional expense to the Owner and shall be completed promptly after the Contractor receives notice of the defect.

8. The Contractor shall take all necessary measures and precautions to protect the surroundings from damage occurring due to performance of the work. If such damage occurs it will be repaired by the Contractor at no cost to the Owner.

9. The Contractor shall dispose of all debris and remove all material resulting from his work in accordance with local and State law. The Contractor shall police and maintain a clean and safe job site daily. He shall reinstall accessories taken down and clean up all scrap around the project and remove fingerprints. All on-site maintenance relating to the performance of the work shall be the responsibility of the Contractor until the Certificate of Completion is issued. The project shall be maintained in a habitable and safe condition daily if the project is to remain occupied.

10. All work shall be neat and accurate and done in a manner in accordance with customary trade practices.

11. The Contractor shall not make any changes to the scope of work unless a change order is processed and fully executed by the property Owner and the Program.

12. The Owner may cancel this contract by To be determined and not be liable to the Contractor or the Municipality. Should the Owner opt to cancel they must sign and send the attached cancellation notice, see Attachment A, to the Contractor, otherwise the Owner shall issue a Notice to proceed authorizing the contractor to commence with the proposed improvements. Should the Notice to Proceed not be issued prior to 10 consecutive calendar days from the date of the expiration date of the right to cancel then the Contract will become Null and void.

13. The Contractor shall commence work under this contract prior to To be determined and complete the work by To be determined.
14. If the Contractor is delayed at any time in the progress of the work by any act or neglect of
the Owner or by any employee of the Owner, or by any separate Contractor employed by the
Owner, or by changes ordered in the work or by labor disputes, fire, unusual delay in delivery
of materials, transportation, adverse weather conditions not reasonably anticipatable,
unavoidable casualties, or any causes beyond the Contractor's control, or by delay authorized
by the Owner pending arbitration, or by any other cause which justifies the delay, the contract
time shall be extended by Change Order for such reasonable time as may be agreed upon by
all parties. It shall be the responsibility of the Contractor to request and document in writing
such extensions within three (3) calendar days.

15. In the event that the Contractor does not commence or pursue the work as hereinafter stated,
then the Owner shall have the right to terminate this agreement and to hire a successor
Contractor to perform the work. Any such termination shall be by certified mail to the
address noted in this agreement, and shall be effective as of the date of mailing. Payments by
the Owner in the event of termination shall be as follows:

16. The successor Contractor shall first be paid and then the terminated Contractor. Payments to
the terminated Contractor shall be limited both as to those funds remaining after payment to
the successor Contractor but shall not exceed the value of the work actually performed by the
terminated Contractor. Further, should the total cost for work performed under this contract
exceed the amount stated in this agreement due to the Contractors termination, then the
Owner shall have a cause of action against the terminated Contractor for any such additional
cost.

17. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner his
obligations under this Contract, or if the Contractor shall violate any of the covenants,
agreements, or stipulations of this Contract, the Owner shall, thereupon, have the right to
terminate this Contract by giving written notice to the Contractor of such termination and
specifying the effective date of such termination. In such event, all unfinished work required
by the Contractor under this Contract shall, at the option of the Owner, be completed or not.

18. The Contractor may request a maximum of To be determined progress payments as work is
completed in accordance with the attached specifications. The request shall be in the form of
an itemized bill for that portion of work completed by the Contractor. All requests for
payment shall be accompanied by a fully executed Lien Waiver, on a form provided by the
Program. Final payment is contingent upon the receipt of a signature of the respective
inspector for which each permit was issued. The Contractor shall be responsible for obtaining
the signatures and presenting them upon final payment.

19. All claims or disputes between the Owner and Contractor arising out of or related to the work
shall be resolved in accordance with Construction industry arbitration rules of the American
Arbitration Association (AAA), unless the parties mutually agree otherwise. The Owner and
Contractor shall submit all disputes or claims, regardless of the extent of the work's progress,
to AAA. Notice of the demand for arbitration shall be filed in writing, with a copy to the
other party to this Construction Agreement, and shall be made within a reasonable time after
the dispute has arisen.
The award rendered by the arbitrator shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. If the arbitrator's award is in a sum which is less than that which was offered in settlement by the Owner, the arbitrator may award costs and attorney's fees in favor of the Owner.

If the award of the arbitrator is in a sum greater than that which was offered in settlement by the Contractor, the arbitrator may award costs and attorney's fees in favor of the Contractor.

It is understood and agreed by the parties hereto that neither party will institute any form of legal action, including, but not limited to, attaching the assets of the other party, unless and until it has made a good faith attempt to have the dispute resolved in accordance with the provisions of this Section. Noncompliance with the conditions precedent constitutes a waiver of the right to assert said claim.

20. Section 3 of the Housing and Urban Development Act of 1968 applies to this contract if the amount of HUD assistance exceeds $200,000 or the contract or subcontract exceeds $100,000. The Contractor shall, to the maximum extent feasible, provide opportunities for training and employment in connection with this contract to low income persons residing in the PMSA relevant to the project location. The Contractor must make a good faith effort to fill any job vacancies and training opportunities with low income persons residing in the PMSA relevant to the project location. Where the preceding applies, contractors must comply with the following Section 3 Clause:

A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1791u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The Contractor agrees to send to each labor organization or representative of workers with which the Contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers representative of the Contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference shall set for the minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each, and the name and location of the person(s) taking application for each of the positions; and the anticipated date the work shall begin.
D. The Contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The Contractor will not subcontract with any subcontractor where the Contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The Contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the Contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the Contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

21. The Contractor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual preference, national origin, or mental or physical disability during the performance of this agreement. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship, without regard to their race, color, creed, religion, sex, sexual preference, national origin or mental or physical disability. This provision will be inserted in all subcontracts for work covered by this agreement.

22. In the event of the Contractor's noncompliance with this equal opportunity clause or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further contracts in accordance with procedures authorized in Presidential Executive Order 11246, or by rule, regulations, or order of the Secretary of Labor or as provided by law.

23. The following applies to all contracts of $10,000.00 or more: SECTION 402 VETERANS OF THE VIETNAM ERA. AFFIRMATIVE ACTION FOR DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA. The Contractor will not discriminate against any employee or applicant for employment because he or she is a disabled veteran of the Vietnam era in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified disabled veterans and veterans of the Vietnam era without discrimination based upon their disability or veteran status in all employment practices such as the following: employment upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.
24. The premises herein shall be occupied during the course of the construction work.

25. No officer, employee or member of the Governing Body of the Town of Watertown shall have any financial interest, direct or indirect, in this contract or the proceeds of this loan.

26. The Owner and/or Town retains the right to reject any or all bids or any part of any bid in part or in whole if deemed to be in the best interest of the Owner and/or Town.

27. Substitutions of materials from that specified are only allowed on an approved/equal basis. The Contractor must submit written documentation of the substitute item or material for approval by the Owner and Program prior to making such substitution. Any items or material substituted by the Contractor without prior written approval of the Owner and Program will at Contractor's expense be replaced if it is determined not to be equal to the item or material specified. Any surrounding, adjoining, or dependent items affected by replacement of unequal substituted material shall also be replaced, reworked, and reinstalled at no cost to the Owner.

28. Bids shall contain prices for general categories of work and/or items as specified on the attached sheets. In the event of a discrepancy between prices listed in the specifications and those on the cost summary sheet, the prices listed on the specification for that section shall prevail. In the case of a mathematical error by the Contractor, the correct sum of the individual line items in the specifications (not in the cost summary) shall be the Contractor's bid.

29. All bids shall remain in effect for forty five (45) calendar days.

30. The Owner will supply all necessary power required by the Contractor at no additional cost to complete his work. Power shall be limited to the use of existing outlets and shall not exceed the existing capacity of the system. Power required over the capacity of the existing electrical system shall be the responsibility of the Contractor. Heating during construction shall be supplied by the owner.

31. OTHER PROVISIONS - LEAD BASED PAINT

A. Any and all rehabilitation work under this Agreement will comply with the requirements of the Federal Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4831) which prohibits the use of lead-based paint in residential structures constructed or rehabilitated with Federal Assistance in any form.

The construction or rehabilitation of residential structures with assistance provided under this contract is subject to the final regulations "Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally owned Residential Property and Housing Receiving Federal Assistance". The regulation is at 24 CFR Part 35. It implements sections 1012 and 1013 of the Residential Lead-Based Paint Hazard Reduction Act of 1992, Title X, of the Housing and Community Development Act of 1992. Sections 1012 and 1013 amend the Lead-Based Paint Poisoning Prevention Act of 1971.
Provided, however, that the Owner shall have sole responsibility for assuring that his property conforms to the Lead-Based Paint Removal Requirements and the Program shall not assume any liability whatsoever as a result of identifying volatile levels of Lead-Based Paint or its removal except insofar as to comply with applicable environmental regulations.

PUBLIC LAW 91-695 "LEAD-BASED PAINT POISONING PREVENTION ACT"
The Contractor shall adhere strictly to the provisions of the "Lead-Based Paint Poisoning Prevention Act". Specifically, the Contractor will not utilize lead-based paint as a finish or undercoat or any other use in or out of residential dwellings funded in whole and/or part by the Federal Government.

32. The specifications and drawings, if any, are complimentary. Work described in the specifications does not necessarily have to appear on the drawings, nor does work described on the drawings necessarily have to appear in the specifications. The Contractor is responsible for estimating all work whether described in the specifications, the drawings, or both. If there is a discrepancy between the drawings and the specifications, the specifications shall prevail. All work, whether described in the specifications, or the drawings is to be included in the bid summary sheet by appropriate line item. The contract will only be awarded to general Contractors bidding on ALL line items.
ATTACHMENT A

Notice of Cancellation

To be determined

You may cancel this transaction without any penalty or obligation, within three business days from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within ten business days following receipt by the seller of your cancellation notice, and any security interest out of the transaction will be canceled.

If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller’s expense and risk. If you do make the goods available to the seller and the seller does not pick them up within twenty days of the date of the cancellation, you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice or any other written notice, or send a telegram to (Contractor Name) at (Contractor Address), (Contractor City, State, Zip), not later than midnight of (Contract Cancel Date).

I hereby cancel this transaction.

Signed ____________________________ Date ____________________________

Section 1 Page 8
LEAD PAINT INFORMATION AND LEAD REPORT

Lead Hazards

1. The contractor will address all lead hazards listed in the enclosed lead report.

2. If the total cost of the project exceeds $25,000 the contractor carrying out the work must comply with the licensing requirements established pursuant to Connecticut General Statute sections 20-474 through 20-476, and the Lead Licensure and Certification Regulations sections 20-478-1 through 20-478-2. The contractor carrying out the work must be licensed by the Connecticut Department of Public Health as a Licensed Lead Abatement Contractor. Employees carrying out the work must be certified as Lead Abatement Workers. At least one employee onsite must hold certification as a Lead Abatement Supervisor.

3. If the location of the rehabilitation project is the residence of a child under the age of six, then the contractor carrying out the work must comply with the licensing and certification requirements described in paragraph A, above. The contractor must also carry out lead abatement work, as described under the Lead Poisoning Prevention and Control Regulations section 19a-111-1 through 19a-111-11. A contractor shall not begin work until after the lead abatement work plan has been approved by the local Director of Health.

4. If the total cost of the project is under $25,000 the contractor carrying out the work must comply with the requirements of the U.S. Environmental Protection Agency’s (EPA) Renovation, Repair and Painting Rule (RRP Rule), as well as with HUD’s Lead-Safe Work Practices requirements. The company or firm hired to carry out the work shall hold the credential of “EPA RRP Certified Firm.” An individual representing that firm, must hold the credential of “EPA certified Renovator.” Workers onsite must be trained in lead-safe work practices. (Please note: Although the HUD Lead-Safe Work Practices requirements do not apply to projects that are below $5,000, the EPA RRP Rule does apply to projects that cost less than $5,000. Also, the EPA and HUD lead-safe work practices ‘certifications’ are not equivalent to the licensure and certification requirements of the Connecticut Department of Public Health.)
Disposal

1. The Contractor shall perform a Toxicity Characteristic Leaching Procedure test, TCLP, as pursuant to Regulations of Connecticut State Agencies Section 22a-449(c)-101(a) (l), incorporating 40 CFR 262.24.

2. The TCLP test will determine the toxicity of the material being disposed of and classify it as either bulky waste or hazardous waste.

3. The Contractor shall assume in their bid price that the TCLP test will result in the disposal of the material as bulky waste. In the event that the TCLP test determines the material to be disposed of as hazardous waste a change order will be negotiated prior to the disposal.

4. The Contractor shall provide the Owner, Town and Consultant with copies of the TCLP test results.

Clearance Testing

1. The Contractor shall hire aLicensed Lead Abatement Consultant, who employs a Certified Lead Inspector or Certified Lead Inspector Risk Assessor to carry out a re-inspection of the work area where lead hazards have been controlled or eliminated. The re-inspection and clearance sampling shall be done only after completion of the project. If visible debris remains in the work area, the project is not complete. The licensed lead consultant and certified inspector shall issue a letter of compliance when the lead remediation or lead abatement work, and dust wipe results are found to be acceptable.

2. The Contractor shall provide the owner, and town with copies of the dust wipe clearance results and the letter of compliance.
November 1, 2013

Jacqueline Bellerive
1000 Litchfield Rd.
Watertown, CT 06795

Dear Jacqueline,

Thank you for choosing me to do the risk assessment of your house at 1000 Litchfield Rd., Watertown. In addition to this report, I am enclosing the following information:

1. **Summary Report** showing information on readings at or above the action level of 1.0 mg/cm². This report shows only the leaded surfaces.
2. **Detailed Report** showing results of all readings. Both reports identify:
   - The readings, organized by room.
   - **Wall:** this shows the side of the house where the reading was taken. Note that the wall closest to the street is always the “A” wall – the remaining walls are named in clockwise fashion, with B to the left side, C on the Rear side, and D on the right side. For example, if the inspection refers to a door on the “A side” of a room, it would be located on the wall of the room that is closest to the street.
   - **Structure:** This identifies the component that was tested – for example a window or door.
   - **Location:** This indicates if the reading was on the left, right or center side of the wall.
   - **Member:** This identifies what part of the components was tested. For example, the window sill or the stair tread.
   - **Paint Condition:** The condition of the paint (I for intact, F for fair, and P for poor or defective) Note that “fair” condition means that there are only very small chips and/or hairline cracks. “Poor” simply means that there are visible defects in the surface, usually more than 10% of the surface.
   - **Lead (mg/cm²):** This shows the amount of lead measured in milligrams per square centimeter. Note that anything at or greater than 1.0 mg/cm² is considered a toxic level of lead.
   - **Mode:** All readings were taken in “QuickMode”, which means the XRF automatically tests as long as necessary to provide a 95% confidence level.
3. Rough drawing of the house. (The drawings are intended only to show room layout; they are not to scale)
4. Dust wipe results

**Scope of Work**
A risk assessment was done using XRF readings on selected painted and stained surfaces on the interior and exterior of the house. Ground cover is good; no soil samples were taken. Dust wipes were taken on representative floor and a sill; all wipes were below toxic limits.

**Results**
The following is a summary of all surfaces that contain lead. **Lead hazards** need to be addressed; intact surfaces that are not currently hazards do not need to be addressed. Note that the assessment reflects the condition on the day of the walkthrough – if additional painted surfaces become defective, they will have to be stabilized and repainted.
### Exterior

<table>
<thead>
<tr>
<th>Lead Hazards</th>
<th>Intact leaded Surfaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cellar window frames, sills, sashes.</td>
<td></td>
</tr>
<tr>
<td>Door, casing, Jamb to Garage (C side)</td>
<td></td>
</tr>
</tbody>
</table>

### Interior

<table>
<thead>
<tr>
<th>Lead Hazards</th>
<th>Intact leaded Surfaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dining Room</td>
<td>Threshold to 1F Bedroom</td>
</tr>
<tr>
<td></td>
<td>Radiator</td>
</tr>
<tr>
<td>Kitchen</td>
<td>Walls in breakfast nook</td>
</tr>
<tr>
<td></td>
<td>Window sill/casing in breakfast nook</td>
</tr>
<tr>
<td></td>
<td>Ceiling in breakfast nook</td>
</tr>
<tr>
<td>1F Bath</td>
<td>Radiator</td>
</tr>
<tr>
<td>1F Bedroom</td>
<td>Threshold to Dining Room</td>
</tr>
<tr>
<td>Living Room</td>
<td>Radiator</td>
</tr>
<tr>
<td>A/D Bedroom</td>
<td>Radiator</td>
</tr>
<tr>
<td>A/B Bedroom</td>
<td>Radiator</td>
</tr>
<tr>
<td>2F Bath</td>
<td>White ceramic wall tile</td>
</tr>
<tr>
<td>Garage (interior)</td>
<td>Middle stair riser to Sunroom</td>
</tr>
</tbody>
</table>

### Actions

Actions noted with an asterisk are renovations that are a part of the owner's original scope of work.

#### Exterior

1. *Replace the leaded door, jamb and unleaded threshold to the Garage (C-side) with a pre-hung, exterior door per L. Wagner specs.*
2. *Replace the Front Porch metal railings per L. Wagner specs.*
3. *Replace the cellar windows per L. Wagner specs.*

#### Interior

**Dining Room**

1. Strip or replace the threshold to the 1F Bedroom. The door, casing, and jamb are leaded but the door system opens and closes without rubbing.
   
   **Note:** the window from the Dining Room to the 1F Bedroom is leaded but is fixed-in-place to render it inoperable.

**1F Bath**

1. Paint the radiator using a high-heat paint.

**Garage (interior)**

1. Enclose the middle riser in luan and paint.
2. Paint the door frame. (the door is replaced under Exterior)
General Instructions
The following are based upon the estimate that the original scope of work funded by HUD will be under $25,000 per unit. If the original scope of work is more than $25,000 per unit, then full abatement must be done using lead abatement contractors.

- Use safe work practices.
- Use lead-safe Certified Renovator firm with at least one certified renovator assigned to the job. All workers on the job must have 8 hours of lead training and must be a certified renovator or trained by a certified renovator.
- Waste: If total project waste is over 10 cubic yards, waste must be disposed of through a hazardous waste disposal company or must pass a TCLP test to prove it is not toxic. If total project waste is under 10 cubic yards, the homeowner may accept responsibility for the waste through the homeowner exemption.
- Relocation: There is no need to relocate if containment is used to cover the work areas so they are separated from the living area and the containment is left up until clearance has been passed. The owner may not re-occupy the work area until clearance results have passed.
- Clearance, including dust wipes on the interior of the house and a visual assessment of the soil must be performed at the conclusion of all of the work. It is the contractor’s responsibility to hire an independent lead inspector/risk assessor to perform clearance when the work is completed. Contractor will not receive payment for this work until the final clearance testing is passed.

Management Plan
The owner will be responsible for monitoring surfaces with lead based paint to ensure surfaces do not become defective. All renovation and maintenance work must be done using lead safe work practices.

The owner must also include in their monitoring any lead based paint surfaces that are enclosed to ensure that the enclosure has not become defective and exposed the lead based painted surfaces. Monitoring will be done formally on a quarterly basis.

Note that the lead test was done based on testing the materials on the surface. The XRF penetrates only about 3/8”; therefore there may be additional leaded surfaces below the existing walls or trim that were not accessible for testing. Any additional painted surfaces that are uncovered in the future should be assumed to be leaded (or tested for lead) and lead safe work practices should be used.

The owner will ensure that anyone who is called in to do maintenance (i.e. plumbers, electricians, and so on) on any enclosed leaded surface will be notified that they are working on a leaded surface. This notification will be in writing.

<table>
<thead>
<tr>
<th>Exterior</th>
<th>Intact Leaded surfaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exterior</td>
<td>Cellar window frames</td>
</tr>
<tr>
<td></td>
<td>Casing/jamb to Garage (C-side)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Interior</th>
<th>Lead Hazards</th>
<th>Intact leaded Surfaces</th>
</tr>
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<tbody>
<tr>
<td>Dining Room</td>
<td>Casing, jamb to 1F Bedroom</td>
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<td>Kitchen</td>
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<td></td>
</tr>
<tr>
<td>Location</td>
<td>Feature Description</td>
<td></td>
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<tr>
<td>---------------</td>
<td>--------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Window sill/casing in breakfast nook</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ceiling in breakfast nook</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Radiator</td>
<td>Radiator</td>
<td>Radiator</td>
</tr>
<tr>
<td>1F Bath</td>
<td>Door, casing, jamb to Din. Rm.</td>
<td></td>
</tr>
<tr>
<td>Living Room</td>
<td>Window sash/trim to Dining Rm. &amp; Breakfast nook.</td>
<td></td>
</tr>
<tr>
<td>A/D Bedroom</td>
<td>Radiator</td>
<td>Radiator</td>
</tr>
<tr>
<td>A/B Bedroom</td>
<td>Middle stair riser to Sunroom</td>
<td></td>
</tr>
<tr>
<td>2F Bath</td>
<td>Casing/jamb to Exterior (C-side)</td>
<td></td>
</tr>
</tbody>
</table>

**Disclosure**

The Federal Residential Lead-Based Paint Hazard Reduction Act, 42 U.S.C. 4852d, requires sellers and landlords of most residential housing built before 1978 to disclose all available records and reports concerning lead-based paint and/or lead-based hazards, including the test results contained in this notice, to purchasers and tenants at the time of sale or lease or upon lease renewal. This disclosure must occur even if hazard reduction or abatement has been completed. Failure to disclose these test results is a violation of the U.S. Department of Housing and Urban Development and the U.S. Environmental Protection Agency regulations at 24 CFR Part 35 and 40 CFR Part 745 and can result in a fine of up to $11,000 per violation. To find out more information about your obligations under federal lead-based paint requirements, call 1-800-424-LEAD. Landlords (lessors) and sellers are also required to distribute an educational pamphlet and include standard warning language in their leases or sales contracts to ensure that parents have the information they need to protect their children from lead-based paint hazards.

Again, I appreciate the opportunity to work with you.

Sincerely,

Bob Kennedy
Cc: Bob Calio, L. Wagner and Associates
GENERAL CONSTRUCTION NOTES

1. The Contractor shall perform the work to accommodate to the greatest extent reasonable the normal use of the premises by the Owner during the construction period.

2. It is the Owners intention to proceed with the dwelling occupied during the entire construction project. Coordinate with the Owner in all construction operations to minimize conflict, and to facilitate the Owner usage of the dwelling, parking, and access to the building.

3. The Contractor shall maintain containment within the work area when performing lead based paint reduction activities as required, until such time as clearance is received.

4. The Contractor shall coordinate any and all short-term interruptions or shutdowns with the Owner prior to commencing.

5. The Contractor shall take every precaution to ensure the safety of the occupants during all phases of construction. The Contractor shall to the greatest extent reasonable maintain a least one exit for access. Coordinate restrictions and closures with Owner.

6. The Contractor shall be responsible for protecting the dwelling and contents from weather and damage during construction, and shall be responsible for the repair and or replacement of any damage to the building and or contents until completion of the contract.

7. The Contractor shall assume full responsibility for the protection and safekeeping of his materials and products under this Contract stored on the site. The Contractor shall move any stored products under the Contractor's control which interfere with operations of the Owner, and tenants.

PROJECT MEETINGS

1. The selected Contractor shall attend a contract signing meeting as scheduled by the Owner, and Consultant.

2. The selected Contractor shall attend periodic job meetings during the course of construction, on site, as required.
PRODUCT AND EXECUTION

1. Workers shall be experienced and skillful in performing the work assigned to them.

2. Contractor shall verify critical dimensions, operations and functions in the field before ordering or fabricating items which must fit adjoining construction. The Contractor shall verify all existing conditions and dimensions prior to the work. Any and all discrepancies shall be reported to the Owner and Consultant prior to ordering any materials or performing the work.

3. The Contractor shall follow manufacturer’s instructions for assembly, installation and product adjustment. In the event of conflicting specifications the specifications of the manufacturer shall prevail.

4. In the event unforeseen circumstances the Contractor shall notify the Owner and Consultant within three days of discovery. If the work is deemed additional or extra by the Consultant then a change order will be negotiated, executed and authorized by the Contractor, Owner and Consultant prior to the commencement of the work. Any work performed prior to the execution of a change order may or may not be considered for payment.

5. The specifications do not attempt to detail every task and procedure required to perform the work in full. The Contractor shall perform the work as required to complete the work in a professional manner using customary trade practices and standard work practices.

REMOVAL OF DEBRIS AND SITE MAINTENANCE

1. The contractor shall include in their bid the cost of trash containers and the removal and lawful disposal of said debris off site.

2. The Contractor shall coordinate with the Owner for the placement of trash containers if necessary prior to the start of demolition.

3. The Contractor shall be responsible for the daily clean up and maintenance of the site. All debris, construction materials, scrap, rubbish etc. shall be placed in a trash container or dumpster on a daily basis. Sidewalks, driveways and pedestrian ways shall be broom swept at the end of each day.
Jaqueline Bellerive  
1000 Litchfield Road  
Watertown CT 06795  
Project # 153-111

MATERIAL DELIVERY, STORAGE AND HANDLING

1. The Contractor shall determine and comply with manufacturer’s recommendation on product handling, storage installation and protection.

2. Products shall be delivered to the job site in their manufacturers’ original containers, with labels intact and legible. Do not deliver materials to job site until they can be properly protected.

3. Maintain packaged materials with seals unbroken and labels intact until time of use.

4. The Owner and or Consultant may reject materials and products which do not bear identification satisfactory to the Owner or Consultant

SUBMITTAL

The following list of submittals is for the convenience of all parties concerned it is not necessarily a complete list of all submittals required.

1. Submit the following before the start of work:
   a. Copy of building permit.
   b. Construction schedule.
   c. Material submittals if not using materials as specified.

2. Submittals before Certificate of Completion and final payment.
   a. Acceptance of work from local Building Official.
   b. All warranty and guarantee information
   c. Signed and notarized lien waivers from first tier subcontractors and suppliers.

WARRANTIES AND GUARANTEES

1. The Contractor shall issue the Owner a written Notice of Guarantee after the date of receipt of Certificate of Completion. Submit to the Owner on letterhead in the following form:
   Name of Project and date
   I/We, (FIRM NAME), hereby warrant, and guarantee workmanship on labor for the renovations performed at 1000 Litchfield Road, Watertown CT 06795, as per contract signed on WATERTOWN for a period of one (1) year from the date of the Certificate of Completion.
   Signed
Jaqueline Bellerive  
1000 Litchfield Road  
Watertown CT 06795  
Project # 153-111

WINDOWS

GENERAL

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all materials, labor, equipment and services necessary, to perform and complete the work specified herein and or as required by job conditions.

INTENT

1. The intent of the proposed work is replace all house and basement windows with vinyl replacement windows matching original configuration.

2. Replace all aluminum triple track windows at rear house three season room.

MANUFACTURERS

1. Harvey Building Product. Waltham, MA 1-800-598-5400 www.harveyind.com or approved equal.


QUALITY ASSURANCE

1. Manufacturer Qualifications: Minimum ten (10) years producing vinyl (PVC) windows.

2. Source Limitations: Obtain window units from one manufacturer through a single source.

3. Provide window units independently tested and found to be in compliance with ANSI/AAMA/NWWDA 101/I.S.2-97 and current A440-05 performance standards listed above.

4. Specified fenestration with the following characteristics:
   a. U-Factor: Less than or equal to 0.30
   b. Solar Heat Gain Coefficient: Less than or equal to 0.3

5. Code Compliance: Provide windows that are labeled in compliance with the jurisdiction having authority over the project.

VINYL REPLACEMENT WINDOW FEATURES

1. Provide and install replacement windows as specified below.

2. Replacement windows shall match original size and configuration unless otherwise specified.

3. Window frames shall be nominal 0.070 inch (1.8mm) thick polyvinyl chloride (PVC) with miter cut and fusion welded corners. Contoured sash design shall be a nominal 0.070 inch (1.7mm) thickness with fusion welded corners. Color: White.

4. Glazing: Low E, 5/8 inch (22mm) nominal thickness, insulated glass units are silicone glazed with an exterior glazing bead.

5. Sash Balances: Block and tackle, complying with AAMA-902. Balance cords shall be anchored to locking terminal housings when the sash is tilted in.


7. Screens: Half screen, with extruded aluminum frame and 18 x 16 charcoal finished fiberglass mesh screening.

8. No window grills are not to be included in the window configuration.

INSTALLATION

1. Remove existing draperies and reinstall upon window installation as required.

2. Provide and install windows in accordance with manufacturer’s installation instructions.

3. Install windows plumb, level and square so as to operate freely and latch securely.

4. Install spun fiberglass insulation within window header and under sill prior to installing window. Insulate between wooden window jambs and vinyl replacement window using spun fiberglass insulation.

5. Re-install stops and fasten with appropriately sized finish nails. Set heads below surface and fill with wood filler. Caulk around remaining window stops and along sill using Phenoseal silicone caulk or approved equal.

STORM WINDOWS

1. Remove and dispose of existing storm windows at rear enclosed porch.

2. Provide and install new Viking, Gem, or equal, white aluminum triple track storm windows, matching, existing configuration.
DOORS

GENERAL

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all materials, labor, equipment and services necessary, to perform and complete the work specified herein and or as required by job conditions.

INTENT

1. The intent of the proposed work is to remove and dispose of the existing door and install new door as specified below.

<table>
<thead>
<tr>
<th>Location</th>
<th>Type</th>
<th>Size</th>
<th>Swing</th>
<th>Lockset</th>
<th>Hardware</th>
</tr>
</thead>
<tbody>
<tr>
<td>C - Side House Garage Entry</td>
<td>Steel entry, six lite GBG with raised colonial panel</td>
<td>Match Original</td>
<td>VIF</td>
<td>Schlage Plymouth Keyed Entry F-51- PLY-505 &amp; deadbolt</td>
<td>As supplied by manufacturer</td>
</tr>
</tbody>
</table>

EXTERIOR DOOR MANUFACTURERS

1. Masonite International Door Company, One Tampa City Center, 201 N. Franklin Street, Tampa, FL, Tel: 1-800-895-2723, www.masonite.com or approved equal.


FEATURES (EXTERIOR DOOR)

1. Panel - 1 ¾” thick, cold rolled, 24 gauge galvanized steel
2. Jambs - Wood
3. Hinges -1 ½ pair 3” x 3” loose pin but hinges.
5. Borings - As noted

PRE HUNG DOOR INSTALLATION

1. Remove and dispose of existing doors.

2. Doors shall be installed in accordance to manufacturer’s installation instructions. Install doors plumb and square so as to fit tightly, operate freely and latch securely. Including all required hardware as provided by manufacturer.
3. Install spun fiberglass insulation between door jambs and framing, including header and two side jambs.

4. Paint all door surfaces and jambs in accordance with the enclosed painting specification.

5. Provide and install new interior door casings matching original style and finish.

6. Provide and install new lockset as listed in the door schedule.
CARPENTERY

GENERAL: This specification includes all labor, materials, taxes and permits required to perform the carpentry work described below. All work must conform to applicable building codes. Coordinate with the work of other trades specified elsewhere.

The intent of the proposed work is to:

1. Repair kitchen ceiling sheet rock (approx. 5 square feet) and paint entire ceiling.

2. Install graspable hand rails at main house and basement stairs. Install guardrail at open side of basement stairs.

3. Vent dryer to outside in basement.

4. Gut second floor bathroom walls and ceiling, insulate exterior wall, and install new moisture resistant sheet rock, trim doors and window, tape and paint. Install new vanity.

KITCHEN CEILING REPAIR

1. Cut back and square off existing sheet rock to nearest stud at repair area.

2. Provide and install sheet rock on ceiling, matching existing thickness. Install sheet rock with appropriate size bugle head type screws; fasten to framing (12” on center). Finish tape using standard three coat taping method as to prep for painting.

MAIN HOUSE STAIR HAND RAIL

1. Provide and install a hand rail at the main house stairs. Rail components to be Coffman brand or equal: B-720. Railing to be between 34-38” above stair nosing, continuous, and returned at the top and bottom. New rail shall be fastened to framing members using brass plated handrail brackets

BASEMENT

1. Provide and install new Brosco B75 handrail on basement stairs. New rail shall be fastened to framing members using brass plated handrail brackets. Railing to be between 34-38” measured from the stair nosing, continuous, and returned at the top and bottom

2. Provide and install guardrail consisting of #2 pine, or comparable material, to enclose open side of basement stairs. Guard rail to be a minimum of 36” height, measured from the stair nosing, and gapping to be less than 4” diameter. Installation to be applicable code compliant. Paint guard rail in accordance with the enclosed painting specification.
Jaqueline Bellerive  
1000 Litchfield Road  
Watertown CT 06795  
Project # 153-111

DRYER VENT

1. Provide and install new dryer vent to shortest distance to outside. Provide and install louvered vent at outside house wall. Vent piping to be code compliant.

SECOND FLOOR BATHROOM

1. Gut entire bathroom as to expose framing, completely remove arch above bathtub area. Remove and dispose of all existing plumbing fixtures, vanity, linen cabinet, etc. Existing radiator is to remain. Frame in tub end wall to accommodate new 5’ tub. Insulate exterior walls, full depth of bays with Kraft faced fiberglass insulation.

2. Provide and install new 1/2” moisture resistant sheet rock on all wall and ceiling areas. Install with proper sized bugle head screws, attached to wall studding, spacing every 12”. Tape in dry wall using standard 3-coat method, with joint compound, as to prep for painting.

3. Provide and install new 2 1/2” pre primed pine door and window casings, and 3 1/2” pre primed pine Colonial base. Window trim to be picture framed.

4. Provide and install stock ceramic, clip on type, bathroom accessories, including two towel bars, one toilet paper holder. Verify locations with owner.

Cost: $ __________________

Section 3 Page 10
ELECTRICAL

GENERAL: This specification includes all labor, materials, taxes and permits required to perform the electrical work described below. All work must be performed in compliance with all National, State and Local Electrical Codes.

The intent of the proposed work is to:

1. Install wireless interconnected smoke detectors in 3 - bedrooms. Install wireless interconnected smoke & C.O detectors at 3 - levels of house.
2. Install new GFI outlets at kitchen back splash.
3. Address electrical work in second floor bathroom as listed below.

SMOKE & C.O. DETECTORS

1. Provide and install First Alert brand (or equal) wireless, battery powered, interconnected, smoke detectors in each bedroom. Provide and install First Alert brand (or equal) wireless, battery powered, interconnected, smoke/CO detectors on each level of house.

GFCI OUTLETS

1. Provide and install all circuitry and related materials to install new GFI outlets at kitchen back splash (1 - left of sink, 1 - right of range). New outlets to be serviced by dedicated 20 amp circuit. Verify location with owner prior to installation.

SECOND FLOOR BATHROOM

1. Provide and install a ceiling mounted exhaust fan/light combination unit in the center of bathroom ceiling. Unit is to be equal to Nutone model 8663RP. Unit is to be operated by separate wall switches located on lockset side of bathroom door within bathroom. Duct exhaust fan to outside (shortest distance) with back draft damper. Ducting to be ridged metal, smooth interior surface, with joints running with air flow.

2. Move existing vanity GFI outlet to accommodate new corner vanity configuration.

3. Wire medicine cabinet light including dedicate wall switch located near vanity.

Cost: $ 

Section 3 Page 11
PLUMBING

GENERAL: This specification includes all labor, materials, taxes and permits required to perform the work described below. All work must conform to applicable building codes. Coordinate with the work of all other trades specified elsewhere.

The intent of the proposed work is to:

1. Install new acrylic bathtub with surround and diverter, vanity sink with faucet, medicine cabinet, and toilet in second floor bathroom.

2. Remove oil tank at rear exterior of house and install new 275 gallon oil tank in the basement.

SECOND FLOOR BATHROOM

1. Provide and install to manufacturers specs, new 5' tub and surround, Sterling brand, Ensemble Model # 71100112 or equal. Provide and install new diverter such as American Standard model # 760709, Moen Model # 576717 or approved equal, and matching tub waste and over flow hardware.

2. Provide and install to manufactures specs, a new toilet such as American Standard Cadet or Kohler K-11471, or equal. Provide and install new wax ring, reinforced nylon water supply, and chrome shut off valve. Provide and install Kohler, Bancroft, model K-4685-CP-0 toilet seat.

3. Provide and install new corner vanity, vanity sink/faucet, and corner medicine cabinet with light. An allowance of $1,000.00 is to be used for vanity, sink/faucet and medicine cabinet. Owner to choose styles and sizes of each component.

4. Relocate (to inside of walls or floor) any piping that is currently exposed. Adapt all feed and waste piping as needed to complete installation of all fixtures.
Jaqueline Bellerive  
1000 Litchfield Road  
Watertown CT 06795  
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OIL TANK REPLACEMENT

1. Disconnect existing oil fill and vent lines. Disconnect existing supply lines from tank to burner.

2. Pump out and save any salvageable oil from within tank. Upon installation of new tank, contractor shall re-install any oil salvaged from the old tank.

3. Contractor shall cut open, clean, remove and lawfully dispose of any oil sludge from within tank. Contractor shall provide receipts documenting proper disposal of oil at approved facility.

4. Provide and install one 275 gallon tank. Locate new tank in house basement. Install tank with appropriate fill and vent piping, legs, shut-off valve, float valve and filters.

5. Provide and install 3/8" copper tubing from oil tank to burner on boiler. Embed copper tubing in concrete from tank to burner or install in Armorflex.

6. New tank shall be 12 gauge sheet steel, with Underwriter's Laboratories Listing UL 80 or approved equal such as Bristol Tank and Welding Company, Langhorn, Pennsylvania or approved equal.

Cost: $
CERAMIC TILE

GENERAL:  This specification includes all labor, material, taxes and permits required to perform the related work specified below. All materials necessary to install tile as required by the manufacturer are to be installed whether specified or not. All materials such as adhesives, etc., are to be of same as recomended by manufacturer. Coordinate with the work of other trades specified elsewhere. No work specified in this section is to be undertaken until all structural work, specified elsewhere, is complete.

INTENT

1.  The intent of the proposed work is to remove existing flooring and install new ceramic tile in the second floor bathroom.

CERAMIC FLOOR TILE

1.  Remove and dispose of existing floor in bathroom. Remove sub-floor so that a minimum of 3/4" thickness remains.

2.  Provide and install new 1/2" Hardy board underlayment over sub-floor to manufacturers specs. (Set board in latex Portland cement based mortar adhesive, and secure with galvanized roofing nails.)

3.  Provide and install new ceramic tile flooring. Contractor shall coordinate with owner as to available materials. Contractor shall use an allowance of $3.00 per square foot for tile. Grout, adhesive and labor are not to be included in allowance.

4.  Floor tiles shall be set in a latex Portland cement based mortar adhesive. Set tiles firmly into adhesive so as to assure proper bonding.

5.  Provide and install sanded grout with a latex additive. Contractor shall coordinate with owner color selection of grout. Remove excess grout and wipe clean with soft cloth.

6.  Install a vinyl reducer at the bathroom entry door transition area. Coordinate with owner to choose style and color.

Cost:  $ ____________________

Section 3 Page 14
MASSONRY

GENERAL: This specification includes all labor, materials, taxes and permits required to perform the work described below. All work must comply with applicable building code. Coordinate with the work of other trades specified elsewhere.

INTENT

1. The intent of the proposed work is to remove existing front house entry stoop and stairs, install new 4' x 5' pre cast stoop and stairs with wrought iron railings.

PRE-CAST STAIRS

1. Remove and dispose of existing front entry cement stairs and landing.

2. Provide and install code compliant pre-cast concrete stairs.

3. Install 8" diameter concrete piers, 42" deep, on four outside corners of stair.

4. Provide and install wrought iron railing on both sides of stairs and landing.

   Rail style:
   A. 1 ¼" square stock end posts.
   B. 1 ¾" Belgium style top rail.
   C. ½" x ½" square stock balusters spaced 4" on center.

5. Core drill posts into stairs and landing and fasten with hydraulic cement.

6. Extend slate walk to accommodate new pre cast stair footprint, match existing side walk width and material type.

Cost: $
PAINTING

GENERAL: This specification includes all labor, material, insurance, taxes, permits and fees required to perform the work described below. Coordinate with the work of other trades specified elsewhere. The Contractor shall adhere strictly to the provisions of the ALead-Based Paint Poisoning Prevention Act. Specifically, the Contractor will not utilize lead-based paint as a finish or undercoat or any other use in or out of residential dwellings and shall comply with all provisions of Public Law 91-695 (42 U.S.C. 4831) ALead Based Paint Poisoning Act.

INTENT

The intent of the proposed work is to:

1. Address all lead hazards listed in the enclosed lead report.
2. Paint second floor bathroom ceiling, walls, trim, radiator, and both sides of door.
3. Paint all newly installed components that require painting listed in the enclosed specification unless listed otherwise.

GENERAL PAINTING REQUIREMENTS

1. All new materials to be painted shall be primed with materials as recommended by the manufacturer of the finish paint.
2. On all surfaces to be painted, any necessary sanding, scraping, cleaning, priming, puttying or other surface preparation is required.
3. All painting must be performed in accordance with manufacturer's instructions. All painting is to be performed in two (2) coats.
4. Contractor shall use Benjamin Moore, California Paint or Sherwin Williams paint or approved equal.
5. Colors to be selected by Owner from manufacturer's standard color chart. Paint sheen (gloss, semi-gloss, eggshell, flat, etc.) to be owner's choice.
6. All items not requiring painting are to be completely protected from over-spray, drips, or any other damage during the course of this work.
7. Upon completion, all work must be free from runs, drips, sags, variations in color or gloss or any other defect.

Cost: $
COST SUMMARY

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>WINDOWS</td>
<td>$</td>
</tr>
<tr>
<td>DOORS</td>
<td>$</td>
</tr>
<tr>
<td>CARPENTRY</td>
<td>$</td>
</tr>
<tr>
<td>ELECTRICAL</td>
<td>$</td>
</tr>
<tr>
<td>PLUMBING</td>
<td>$</td>
</tr>
<tr>
<td>FLOORING</td>
<td>$</td>
</tr>
<tr>
<td>MASONRY</td>
<td>$</td>
</tr>
<tr>
<td>PAINTING (INCLUDING LEAD PAINT HAZARD REDUCTION)</td>
<td>$</td>
</tr>
</tbody>
</table>

**TOTAL** $___________
PROPERTY OWNER VERIFICATION

I, the undersigned Owner(s) acknowledge that I have fully read and understand the attached project specifications. I understand this to be the scope of work and the extent of the renovations to be performed at the property location shown below.

1000 Litchfield Road
Watertown CT 06795
Project #: 153-111

I understand that any revisions to these specifications changing the scope of work can be made only for unforeseen circumstances. This is for my protection and for providing a clear understanding to the contractor who will provide a quote for the proposed work.

DATE: ___________________________ OWNER: ___________________________

Jacqueline Bellerive
Small, Minority, Women-Owned Business Concern Representation

The bidder represents and certifies as part of its bid/offer, that it –

(a) □ Is, □ Is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.

(b) □ Is, □ Is not a women-owned business. “Women-owned business enterprise,” as used in this provision, means a business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.

(c) □ Is, □ Is not a minority business enterprise. "Minority business enterprise," as used in this provision, means a business which is at least 51 percent owned or controlled by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals. For the purpose of this definition, minority group members are (Check the block applicable to you):

☐ Black Americans  ☐ Asian Pacific Americans  ☐ Hispanic Americans
☐ Asian Indian Americans  ☐ Native Americans  ☐ Hasidic Jewish Americans

(d) □ Is, □ Is not a bona fide Section 3 Company. “Section 3 company,” as used in this provision, means that it meets the following definition:

1. 51% or more of the ownership of this company is owned by Section 3 residents, as defined by HUD.
2. Currently, at least 30% of the employees of the company are Section 3 residents, as defined by HUD.
3. At least 30% of the employees of the company were Section 3 residents, as defined by HUD, within three years of the date of first employment with this company.
4. I commit to subcontract at least 25% of the total value of this contract to Section 3 subcontractors, as these companies are defined above, and to provide the necessary evidence to substantiate this, prior to the award of contract.

I, the undersigned Contractor agree to provide all labor, material, permits, taxes, insurance, equipment and related fees, necessary to complete the work as specified above for the property located at:

1000 Litchfield Road
Watertown CT 06795

All work will be performed in accordance to applicable codes.

Company Name: ________________________________

Address: ______________________________________

Phone: ________________________________ Fax: ________________________________ Email: ________________________________

FEIN or SSAN#: ________________________________ Contractor License #: ________________________________ Exp. Date: ________________________________

Date: ________________________________ Print Name: ________________________________

Signature: ________________________________

Total Bid Amount: $ ________________________________

Amount Written: ________________________________

(This information must be submitted in order to have your bid considered responsive)