



RUSH

5

Contract 20200556

City of Springfield Contract Tracer Document

The purpose of this document is to provide continuous responsibility for the custody of **CONTRACTS** during the processing period.

INSTRUCTIONS: Upon receipt, please initial and write in the date of receipt. When your department has approved and signed the contract, please initial and date in the forwarding section and deliver to the next department.

DEPARTMENT	DATE RECEIVED		DATE FORWARDED TO NEXT DEPT.	
	Initials	Date	Initials	Date
Community Development			MG	2/26/2020
City Comptroller	LKL	2.27.20	LKL	2.27.20
Law	PF	2.28.20	PF	2.28.20
CAFO	Jmm	2.28.20	Jmm	3.2.20
Mayor	CA	3-2-20	CA	3-3-20
City Comptroller	MCS	3/4/20	MCS	3/4/20
Community Development				

Vendor No.: 19561 Contract No.: 20200556 Contract Date: 02/06/2020

Contract Amt.: \$212,468.25 Issue Date: 02/24/2020 Renewal Date:

Appropriation Code1: 26451815-530105-64516
 Appropriation Code2: 26881801-530105-68800
 Appropriation Code3:
 Appropriation Code4:

Description of Funding Source: CDBG-NDR

Bid No.: Requisition No.: 20011876 PO No.:

Vendor Name: Clara Buitrago

Contract Type: CDBG-NDR Healthy Homes Rehab

Contract Purpose: Rehabilitation of home located at 1609 Dwight Street & 55 Waverly Street, Spfld, MA 01107

Originating Dept.: Office of Disaster Recovery & Compliance

Expiration Date: 3/23/2025 Amendment Date: Extension Date:

TYPE OF DOCUMENT (Please select at least one):
 New Renewal Amendment Extension

**CITY OF SPRINGFIELD
HEALTHY HOMES PROGRAM**

**REHABILITATION LOAN AGREEMENT
FOR OWNER-OCCUPANTS**

Whereas, the City of Springfield (“City”) is providing financial assistance to Clara Buitrago (“Borrower”) from the Healthy Homes Program in the amount of \$212,468.25 to fund rehabilitation of the home located at 1609 Dwight Street and 55 Waverly Street, Springfield, MA 01107, according to the terms of the agreed-upon Specs by Location/Trade, dated 11/22/2019, attached hereto as Exhibit B and in compliance with Massachusetts and City of Springfield building and health codes. The Healthy Homes program is funded by the federal Community Development Block Grant - National Disaster Resilience (CDBG-NDR) program.

Now, therefore, the parties agree as follows:

Terms of the Loan

Financial assistance is provided as a 0% interest, five-year forgivable loan. As long as the Borrower complies with this Agreement, the principal amount of the loan shall be forgiven at an equal percentage rate of 20% per full year, plus 45 days until it is 100% forgiven after five years, plus 45 days.

Owner Occupancy

The Borrower will use the home as their principal residence for a period of five years, plus 45 days, following final payment to the contractor. In the event that the Borrower continues to own the property, but fails to maintain it as their principal place of residence for the five-year loan term referenced above, the entire sum of the loan will become immediately due and payable.

The Borrower understands that if, during the five-year loan term, part or all of the property is sold or refinanced without the City’s prior written consent, the City shall require payment of the amount of the loan outstanding at time of sale.

Rental Units

If the property has multiple units, the Borrower must live in one unit and rent all other units to households with income at or below 80% area median income (AMI) for the five-year loan period. The AMI amount changes from year to year; the required income limits can be obtained from the Springfield Office of Housing.

The Borrower may not evict existing tenants without cause for a period of two years, following final payment to the contractor.

Income Eligibility

The Borrower certifies that he/she has provided complete, accurate, and current information regarding household income to demonstrate Borrower's eligibility to receive CDBG-NDR funds.


Schedule

The City and the Borrower expect the rehabilitation and related activities to be completed within 150 days of the execution of this agreement.

Enforcement

The Borrower and the City acknowledge that the City has the right and responsibility to enforce this agreement.

This contract is signed as of the 6th day of February, 2020.



Clara Buitrago
Property Owner

26451915-530105-64516 193,668.25


26881801-530105-68800 18,800

212,468.25



Office of Disaster Recovery
CITY OF SPRINGFIELD

LM Approved as to Appropriation:



Office of Comptroller
CITY OF SPRINGFIELD

2/27/20

Approved as to Form:



Law Department
CITY OF SPRINGFIELD

APPROVED:



Chief Administrative and Financial Officer
CITY OF SPRINGFIELD



Domenic J. Sarno, Mayor
CITY OF SPRINGFIELD

**CITY OF SPRINGFIELD
HEALTHY HOMES PROGRAM**

**REHABILITATION LOAN AGREEMENT
List of Exhibits**

Healthy Homes Rehabilitation Program Agreement

Exhibit A - Project Budget

Exhibit B - Itemized Repair Specs by Location/Trade

Exhibit C - Mortgage

Exhibit D - Promissory Note

Exhibit E - Section 3 Clause

Exhibit F - Tax Certification for Contracts

Exhibit G - Insurance Binder

Exhibit A

Healthy Homes Rehab Project Budget

Homeowner/Borrower: Clara Buitrago

Project Address: 1609 Dwight Street and 55 Waverly Street

Project Budget	Amount
Repair/Rehab	\$160,860.00
Lead Abatement	\$18,800.00
Lead Services	\$2,100.00
Relocation	\$2,295.00
Legal Fees	\$700.00
Sub-Total	\$184,755.00
Contingency (15%)	\$27,713.25
Total	\$212,468.25

CITY OF SPRINGFIELD OFFICE OF HOUSING
1600 EAST COLUMBUS AVE
SPRINGFIELD, MA 01105

Bid Proposal Form

To: Clara Boitrago Date Submitted: 1/3/2020

_____ Property

Address: 1609 Dwight/55 Waverly Street

The following proposal is hereby submitted as per your request dated **December 27, 2019**. This bid covers all Work shown and/or specified in the bid documents received for this job, which are:

- 1. General Conditions _____ Pages, Dated _____
- 2. Work Write-Up _____ Pages, Dated _____
- 3. Code Violation Notice _____ Pages, Dated _____
- 4. Performance Manual _____ Pages, Dated _____
- 5. Addenda 1 to _____ Pages, Dated _____
- 6. Other _____

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the Work at the place where the Work is to be completed, and having fully inspection the site in all particulars, hereby proposes and agrees to fully perform the Work within the time stated and in strict accordance with the proposed Contract Document including furnishing of any and all labor and materials, and to do all work required to construct and complete said Work in accordance with the Contract Documents, for the total sum of money.

Base Bid:

All labor, materials, services, and equipment necessary for the completion of the Work:

one hundred seventy-nine, six hundred Dollars (\$ 179,660th)
sixty

ADDITIONAL SUBMISSIONS

If awarded the Contract, the Bidder agrees to present the following documents to the Owner prior to the issuance of the Notice to Proceed: valid certificates covering Property Damage, Liability, and Workers' Compensation Insurance, all necessary building permits, and a Sworn Statement for Contractor and Subcontractor to Owner listing all of the subcontractors and subcontract amounts.

RETAINAGE

It is further agreed that if awarded this contract, 10% of all requested payouts will be retained until the project is completed to the approval of the Owner and all approving agents. Completion of this project will require **60 calendar days**. This proposal is valid for a period of 90 days.

TIME

Upon request by Our Program, contractor agrees to itemize any/or all aspects of this proposal on the attached form.

ALTERNATE ITEMS TO BID

NOTE: Failure to submit line prices for each individual alternate item may exclude your entire bid proposal.

<u>Item Number</u>		<u>Line Price</u>
1).....	<u>LEAD ABATEMET COSTS</u>	\$ <u>18,800.</u>
2).....	<u>1609 Dwight 50</u>	\$ <u>73,150.</u>
3).....	<u>55 Waverly 50</u>	\$ <u>87,710.</u>
4).....		\$ _____
5).....		\$ _____
6).....		\$ _____
	TOTAL	\$ <u>179,660.</u>

SPECS BY LOCATION/TRADE

12/11/2019

Pre-Bid Site Visit: _____
 Bidding Open Date: _____
 Bidding Close Date: _____
 Initial: _____

Case Number: Clara Buitrago _____
 Project Manager: Nigel Greaves _____
 Phone: _____

Address: 1609 Dwight Street Unit: Unit 01

Location: 1 - General Requirements Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 1 General Requirements

10	OWNER ACCEPTS SCOPE OF WORK	1.00	DU		
The undersigned applicant(s) certifies that he/she has participated in the development of this Work Write Up (WWU) with the "Date Inspected" date of _____ & referred to as Exhibit 1. After careful review the applicant understands & accepts the work described & has initialed & dated each page of this WWU. X _____ X _____ Applicant Date Applicant Date					

14	CONTRACTOR ACCEPTS SCOPE OF WORK	1.00	DU		
The undersigned contractor certifies that he/she has carefully reviewed & agrees to perform the work described in this Work Write Up (WWU) with the "Date Inspected" date of _____ & referred to as Exhibit 1. The contractor shall initial & date each page of the WWU. X <u>[Signature]</u> <u>12/18/2020</u> Contractor Date					

28	VENTILATION--ASHRAE 62.2-GENERAL REQUIREMENTS	1.00	GR		
This dwelling unit must have a ventilation system that meets ASHRAE 62.2 . See http://www.ashrae.org/technology/page/548 and http://www.buildingscience.com/documents/reports/rr-0502-review-of-residential-ventilation-technologies/					

30	WALL NAMING PROTOCOLS	1.00	EA		
Walls and attached components shall be identified with the letters A, B, C & D. Wall A is always the wall that is closest to the address elevation or the "street side" of the house. Moving clockwise, the walls are then B, C, D. To name components, for example, a window as a subset of 4 windows on the D wall, the first would window is Window D1. The last is window D4 moving in a clockwise direction. These locational markers may also be combined with the adjectives: left, right, upper, lower. For example: Replace the right side window casing at window D3.					

31	CONSTRUCTION DEFINITIONS	1.00	GR		
"Install" means to purchase, set up, test and warrant a new component. " Replace" means to remove and dispose of original material, purchase new material, deliver, install, test and warrant. "Repair" means to return a building component to like new condition through replacement, adjustment and recoating of parts. "Reinstall" means to remove, clean, store and install a component.					

34	LINE ITEM BREAKDOWN	1.00	DU		
The apparent winning bidders shall provide the owner with a line item cost breakdown within 3 working days of a request.					

35	VERIFY QUANTITIES/MEASUREMENTS	1.00	GR		
All Quantities stated in the attached specifications for this address using Units of Measure other than Each (EA), Room (RM) or Dwelling Unit (DU) (e.g. SF of Drywall) are for the contractor's convenience and must be verified by the contractor at a mandatory site inspection prior to bid submission. All quantities stated in the Units of Measure Each (EA), Room (RM) or Dwelling Unit (DU) are as stated. Discrepancies in Quantities found by the contractor must be communicated to the Housing Rehabilitation Specialist prior to the submission of a bid. Claims for additional funds due to discrepancies in Quantities shall not be honored if submitted after the bid submission.					

40	ALL PERMITS REQUIRED	1.00	AL		
The contractor shall apply for, pay for, obtain and forward copies of the following indicated permits to the agency: _____ Plumbing; <u>200</u> Electric; <u>140</u> HVAC; <u>100</u> Building; <u>450</u> Zoning; _____ Lead Abatement; _____ Asbestos Abatement.					

890

Address: 1609 Dwight Street

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Celling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 1 General Requirements

45 CONTRACTOR PRE-BID SITE VISIT

1.00 DU

The contractor must inspect the property. Submission of a bid is presumptive evidence that the bidder has thoroughly examined the site and is conversant with the requirements of the local jurisdiction.

55 WORK TIMES

1.00 GR

Contractors and their Subcontractors shall schedule working hours between 8:00am and 6:00pm Monday through Friday. Requests to work on weekends and before or after these hours must be approved by the homeowner.

77 NEW MATERIALS REQUIRED

1.00 GR

All materials used in connection with this work write-up are to be new, of first quality and without defects - unless stated otherwise or pre-approved by Owner and Construction Specialist.

78 WORKMANSHIP STANDARDS

1.00 GR

All work shall be performed by mechanics both licensed and skilled in their particular trade as well as the tasks assigned to them. Workers shall protect all surfaces as long as required to eliminate damage.

85 CLOSE-IN INSPECTIONS REQUIRED

1.00 GR

Call the agency for inspection of all work that will be concealed from view before it is closed in. This type of inspection frequently includes, but is not limited to footings, roof sheathing & flashing prior to installation of new felt & shingles, and repaired framing & decking prior to installation of underlayment & floor coverings, prior to insulation and prior to drywall.

90 1 YEAR GENERAL WARRANTY

1.00 DU

Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within one year from final payment. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

600

120 FINAL CLEAN

1.00 AL

Remove from site all construction materials, tools and debris. Sweep clean all exterior work areas. Vacuum all interior work areas, removing all visible dust, stains, labels and tags. Clean all windows referenced in specifications.

9008 ENVIRONMENTAL REHAB--RRP REQUIREMENTS

1.00 GR

Any contractor performing renovation, repair, and painting projects that disturb lead-based paint in pre-1978 homes must comply with EPA 40 CFR Part 745(Lead; Renovation, Repair, and Painting Program), be certified by the EPA as a Renovation Firm and must use Certified Renovators who are trained by EPA-approved training providers to follow lead-safe work practices.

Trade: 9 Environmental Rehab

Included in Form

9002 APPLICABLE LEAD-SPECIFIC DEFINITIONS

1.00 GR

Abatement: Any set of measures designed to permanently (permanent = expected life span of at least 20 years) eliminate lead-based paint or lead-based paint hazards.

CFR - The Code of Federal Regulations:

De minimus - Safe work practices and clearance are required when more than:

- 20 SF on exterior
- 2 SF per interior room
- 10% of small component

is deteriorated or will be disturbed by renovation.

Interim Controls: A set of measures designed to reduce temporarily human exposure or likely exposure to lead-based paint hazards. Interim controls include, but are not limited to, repairs, painting, temporary containment, specialized cleaning, clearance, ongoing lead-based paint maintenance activities, and the establishment and operation of management and resident education programs.

Work site: An interior or exterior area where lead-based paint hazard reduction activity takes place. There may be more than one work site in a dwelling unit or at a residential property.

Clearance: An activity conducted following lead-based paint hazard reduction activities to determine that the hazard reduction activities are complete and that no soil-lead hazards or settled dust-lead hazards, as defined in this part, exist in the dwelling unit or work site. The clearance process includes a visual assessment and collection and analysis of environmental samples. Dust-lead standards for clearance are found at Sec. 35.1320.

See 24CFR Part 35 - Subpart B - Section 35.110 Definitions, for additional definitions.

Address: 1609 Dwight Street Unit: Unit 01

Location: 1 - General Requirements Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 9 Environmental Rehab

9003	LEAD-SPECIFIC LAWS, RULES, REGULATIONS & GUIDELINES	1.00	GR		
------	---	------	----	--	--

The execution of this work shall comply with all applicable federal, state and local laws, rules, regulations and guidelines for lead dust environments, including but not limited to: 29 CFR 1926.62 - Lead Construction Standard; 29 CFR 1910.1200 - Hazard Communication Standard; 40 CFR Part 745 - Lead-Based Paint Poisoning Prevention in Certain Residential Structures (EPA Regulations); 24 CFR Part 35 - HUD's Lead Safe Housing Rule.

9020	LEAD-BASED PAINT REGULATIONS - FEDERALLY FUNDED HOUSING REHABILITATION	1.00	GR		
------	--	------	----	--	--

Per HUD Regulation 24 CFR Part 35: the contractor must conform to the Lead-based paint requirements for rehabilitation in the appropriate category listed below, based on the amount of rehabilitation assistance provided.

1. When the Federal Rehabilitation Assistance is \$1 to \$5,000 per unit:
 - a. The Contractor shall implement safe work practices during rehabilitation work in accordance with Sec. 35.1350 and repair any paint that is disturbed.
 - b. After completion of any rehabilitation disturbing painted surfaces, each work site must pass a clearance examination in accordance with Sec. 35.1340. Neither Clearance nor Lead Safe Work Practices are required if rehabilitation does not disturb painted surfaces of a total area of more than 20 SF on exterior, 2 SF per interior room or 10% of a small component.
2. When the Federal Rehabilitation Assistance is \$5,001 to \$25,000 per unit:
 - a. The contractor shall perform interim controls, in accordance with Sec. 35.1330, of all identified or presumed lead-based paint hazards.
 - b. The contractor shall implement safe work practices during rehabilitation work in accordance with Sec. 35.1350, and repair any paint that is disturbed.
 - c. The entire unit shall pass a clearance examination in accordance with Sec. 35.1340.
3. When the Federal Rehabilitation Assistance is more than \$25,000 per unit:
 - a. The contractor shall abate all identified or presumed lead-based paint hazards in accordance with Sec. 35.1325.
 - b. The contractor shall implement safe work practices during rehabilitation work in accordance with Sec. 35.1350 and repair any paint that is disturbed.
 - c. The entire unit shall pass a clearance examination in accordance with Sec. 35.1340.

Location Total: 6,490²⁶

Location: 2 - Exterior Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 4 Site Work

465	REMOVE TREE BRANCHES AWAY FROM HOUSE/ROOF	1.00	EA		<u>1500</u>
-----	---	------	----	--	-------------

Cut and remove tree branches back from Garage roof to a min. 10' distance, dispose to legal dump.

REAR OF HOUSE

Trade: 6 Concrete & Paving

905	CONCRETE SIDEWALKS	75.00	SF		<u>820</u>
-----	--------------------	-------	----	--	------------

Break up deteriorated slab section. Grade and compact soil to 95%. Apply a bonding agent per manufacturers specs on exposed concrete. Pour a 4", 2200 psi concrete slab to match elevation of surrounding slab. Float and steel trowel finish.

1609 DWIGHT STREET SIDE ENTRANCE

Trade: 7 Masonry

1105	FOUNDATON--PARGET	350.00	SF		<u>2800</u>
------	-------------------	--------	----	--	-------------

Remove all loose broken and deteriorated material. Parget foundation wall with 3/8" coat of waterproof cement. Match existing finish as closely as possible.

Address: 1609 Dwight Street Unit: Unit 01

Location: 2 - Exterior Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 7 Masonry

ALL FOUNDATION WALLS

1340 CHIMNEY CAP 1.00 EA 450
Replace missing chimney cap with a concrete cap cemented in place on rear chimney.
REAR CHIMNEY ON 55 WAVERY SIDE

Trade: 10 Carpentry

3590 STEPS--REPL EXTERIOR 5.00 EA 2000
Dispose of existing concrete steps. Construct a replacement unit with two 2"x 12" preservative treated pine stringers, 5/4" PTP stepping stock treads, on a solid concrete footer. Frame stairs 6' wide connecting to existing landing. Construct wood handrails with balusters on both sides 32" above tread nosing. Install a graspable handrailing on one side.
1609 DWIGHT STREET FRONT ENTRANCE

Trade: 15 Roofing

4585 REROOF--1/2" DECK/FIBERGLASS SHINGLE COMPLETE 38.00 SQ 650 24,700
Remove roof to deck. Install 1/2" CDX plywood over entire roof. Install 36 inch wide strips of Grace Ice and Water Shield at the eaves and in the valleys. Install 15 lb. felt as underlayment on the remainder of the decking. Install Architectural self-sealing, 30 year warranty fiberglass/ asphalt strip shingles. Replace all flashing, including valleys, with .019 aluminum. Install vented ridge cap across roof. Install step flashing at all wall junctures. Color choice by owner.

Trade: 23 Electric

7583 REPLACE RECEPTACLE WITH GFCI DEVICE 1.00 EA 120
Replace existing exterior receptacle with an ivory surfaced mounted ground fault circuit interrupt receptacle with ivory cover plate.
ON SIDE OF FRONT PORCH

Location Total: 32,390.4

Location: 3 - Basement Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 5 Demolition & Disposal

710 DEMO NON BEARING PARTITION 500.00 SF 1,500
Remove partition including plaster/drywall, lath, framing members, fixtures, wiring, and mechanical runs. Dispose of in code legal dump.

760 DEMOLISH AND REMOVE 1.00 AL 500
Removal of toilet and bathtub, cap off water lines and drain pipes.
Demolish specified portion of structure and dispose of debris from property to code legal dump.

Trade: 9 Environmental Rehab

2070 ASBESTOS ABATEMENT 250.00 LF 5,000
Remove asbestos-containing pipe or ductwork insulation to code legal hazardous waste site. Clean area until clearance test levels are acceptable. Install new 1" Thick, Hinged with Self Sealing Lap Fiberglass Pipe Insulation on steam pipes.

Secure & isolate room, provide protective floor coverings when not removing floor tile. Pre-treat surface with wetting agent. Provide worker protection including whole body coveralls, respirators, & decontamination area. Dispose of asbestos in clearly identified disposal drums & HEPA vacuum entire area.

Trade: 10 Carpentry

2520 HANDRAIL--REPLACE INTERIOR 8.00 LF 240

Address: 1609 Dwight Street Unit: Unit 01

Location: 3 - Basement Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 10 Carpentry

Install 2" round hardwood handrail screwed to metal handrail braces that are attached to studs with screws that enter the framing at least 1 inch, or if fastening to a masonry wall use minimum 3/8 inch diameter plastic masonry plug fasteners and compatible screws. Handrail will extend 6 inches past a line plumb with the nosing of the top tread and 6 inches past a line plumb with the nosing of the bottom tread. All edges will be eased to a smooth and rounded condition.

REAR BASEMENT STEPS

Trade: 17 Drywall & Plaster

5210 DRYWALL--PATCH--LARGE

50.00 SF

400.00

Cut back defective Plaster to expose half of the studs on each side of the hole. Cut and tightly fit drywall patch. Glue and nail or screw patch. Apply tape and 3 coats of compound feathered out at least 8". Wet sand ready for paint.

BASEMENT CEILING/WALLS AT STAIRCASE

Trade: 21 HVAC

6243 BOILER--OIL REPLACE

1.00 EA

19500.00

Replace existing Oil boiler with a new Oil boiler. Size & install a gas fired, cast iron, jacketed boiler, connected to the distribution piping & baseboard convectors that service the entire house. Installation includes all power & control wiring, a set back thermostat, water & gas supply & flue piping. Install an automatic feed and low water cutoff valve. McDonell-Miller or preapproved equal. Install new protected oil supply line from boiler to oil tank. Installation required to maintain 70F. indoor temperature when outdoor temperature is -10 F. Min. AFUE rating 84.

1609 DWIGHT STREET

6416 DRYER VENT

1.00 EA

200.00

Install 4" round rigid galvanized ductwork from the specified dryer location to a wall mounted Heartland Dryer Vent Closure outlet. http://www.energyfederation.org/consumer/default.php/cPath/30_4287_4571. Do not fasten with nails, screws or other fasteners that protrude into the interior of the exhaust duct. Use pop rivets to connect sections of duct. Seal all joints and seams with duct mastic, not duct tape. Secure duct and hood to framing.

Trade: 22 Plumbing

6610 WATER SUPPLY--INSPECT,REPORT

1.00 AL

2,000.00

Identify defects and submit to Agency price of repairs to bring structure into compliance with the current national and local plumbing code.

1609 DWIGHT STREET

6705 WASTE LINES--INSPECT, REPORT

1.00 AL

2,000.00

Test waste lines for leaks and proper venting. Identify defects and submit to the agency a priced list of recommended repairs to bring structure into compliance with the current plumbing code.

1609 DWIGHT STREET

7070 WATER HEATER--50 GALLON GAS

1.00 EA

2700.00

Install a 50 gallon, glass lined, high recovery, insulated to R-7, gas water heater with a 10 year warranty. Include pressure and temperature relief valve, discharge tube to within 6" of floor or to outside of structure, vent, thimble, and gas piping from shut-off valve to fixture. Dispose of old water heater in code legal dump.

Trade: 23 Electric

7675 REPLACE LIGHT SWITCH

1.00 EA

100.00

Replace light switch with single pole, ivory toggle switch and ivory plastic cover plate.

TOP OF BASEMENT STEPS

Trade: 24 Extermination

8305 EXTERMINATE TERMITES

1.00 DU

3,000.00

Exterminate for termites, injecting strongest legal insecticide down to footer ever 16". Drill and patch pavement where

Address: 1609 Dwight Street Unit: Unit 01

Location: 3- Basement Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 24 Extermination

necessary to maintain interval. Exterminator must be licensed and provide a 5 year guarantee.

WHOLE BASEMENT AREA

8335 EXTERMINATE RODENTS 1.00 DU 2,000

Bait for rodents in areas inaccessible to children and pets. Inform owner of areas to seal to prevent future infestations.

WHOLE BASEMENT AREA

Trade: 27 Fire Protection

8722 CARBON MONOXIDE DETECTOR 1.00 EA 200

Install a hard wired or plug-in carbon monoxide detector with battery back up and with a digital display capable of showing both peak CO level recorded by the alarm since it was last reset or unplugged, and the present level of carbon monoxide the unit is sensing.

Location Total: 29,340

Location: 4- Kitchen Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 10 Carpentry

2980 WINDOW--VINYL DBL HNG DBL GLZ 1.00 EA 460

Field measure, order and install a vinyl, double hung, double glazed, one-over-one window and jamb including screen, caulk, interior casing and exterior trim. Install half screen.

2ND FLOOR KITCHEN

3717 CABINET - WOOD WALL 5.00 LF 280

Install 30" wall cabinets constructed of solid hardwood face-frames, doors and draw fronts with 1/2" plywood carcasses & floors. Drawer boxes shall be plywood, joined using metal or plastic corner bracing. Install "D" shaped pulls on all doors and drawers even when finger grooves exist. Owner will choose style & finish from those available in line proposed by contractor. Cabinets must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low-VOC sealant.

1ST AND 2ND FLOOR KITCHENS

Trade: 22 Plumbing

6720 TRAP--REPLACE 1.00 EA 300

Replace missing P-trap to kitchen sink.

1ST FLOOR KITCHEN

Trade: 23 Electric

7560 RECEPTACLE REPLACE 1.00 EA 100

Repair 3 prong open grounded receptacles.

1ST FLOOR KITCHEN

7595 RECEPTACLE--GFCI COUNTERTOP 15 AMP 1.00 EA 100

Install a flush mounted, ground fault circuit interrupted, ivory, duplex receptacle and ivory cover plate using #14 copper non-metallic cable, controlled by a 15 amp circuit breaker. Fish wire and repair all tear out. If mounted over a countertop install no more than 46 inches above floor height.

1ST FLOOR KITCHEN

7840 RANGE HOOD--RECIRCULATING 2.00 EA 280

Install a 30", recirculating, enameled metal range hood with light, charcoal filter, and washable grease filter. Owner's choice

Address: 1609 Dwight Street Unit: Unit 01

Location: 4 - Kitchen Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 23 Electric

of color.
1ST AND 2ND FLOOR KITCHENS

Location Total: 1,520-

Location: 5 - Bathroom Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 10 Carpentry

2405 BASEBOARD--RANCH 25.00 LF 160-
Install finger jointed 9/16" x 3-1/2" ranch base with finish nails or tee headed brads.
2ND FLOOR BATHROOM

4140 SOFFIT--INTERIOR 8.00 LF 180-
Frame soffit with 2"x 3" to hide electrical wiring and install 1/2" drywall with beaded edges, taped and 3 coat finished, ready for paint.
1ST FLOOR BATH

Trade: 20 Floor Coverings

5922 UNDERLAYMENT & LINOLEUM SHEET GOODS 100.00 SF 800-
Remove toilet and vanity fixtures. Install 1/4" underlayment grade plywood using 7d screw shank or cement coated nails, or narrow crown staples, 6" on center allowing a 1/4" gap at wall. Fill seams with a manufacturer approved filler. Install Forbo's Marmoleum or Armstrong Marmorette linoleum sheet goods, per manufacturer's most current recommendations. Owner's choice of color. Re-install toilet with new wax ring supply line and shutoff valve, secure vanity to wall and re-install all plumbing.
2ND FL BATH FLOOR HAS SOFT SPOT NEAR TOILET AREA.

Trade: 21 HVAC

6365 RADIATOR-- KNOB 1.00 EA 50-
Install a new radiator knob to existing radiator.
2ND FLOOR BATH

Trade: 23 Electric

7590 RECEPTACLE--GFCI BATH 1.00 EA 150-
Install a flush mounted, ground fault circuit interrupted ivory duplex receptacle with ivory cover plate adjacent to lavatory using copper non-metallic cable. Fish wire and repair all tear out.
2ND FLOOR BATH

7819 FAN/LIGHT FIXTURE-ENERGY STAR 2.00 EA 600-
Install an ENERGY STAR approved ceiling mounted Fan/Light fixture capable of min. 80 CFM operating at 1 Sone or less, with an integral damper, and vented to the exterior. The fixture must accommodate 2 - GU24 fluorescent lamps. Switch fan & light using a single switch with a time delay for the fan such as the EFL Fan/Light Time Delay Switch (in Ivory) http://www.energyfederation.org/consumer/default.php/cPath/39_766_134 or equipped with a humidistat sensor. Install galvanized metal duct the same diameter as the fan outlet and vent to the exterior ideally through a wall or gable end using a metal hooded vent of like diameter and with damper. All duct seams shall be sealed with duct mastic. Insulate the ductwork with vinyl or foil faced R 8 minimum duct insulation. Repair any damage to the ceiling installation and air seal fan/light assembly to the ceiling with low VOC caulk.
1ST FLOOR BATH. REMOVE EXISTING HANDYMAN WIRING AND LIGHT FIXTURE

7895 HEATER--4' BASEBOARD 1.00 EA 200-

Address: 1609 Dwight Street Unit: Unit 01

Location: 5 - Bathroom Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 23 Electric

Remove existing heater. Install a high density, 4' long, 1,000 watt electric baseboard heater with an integral thermostat on the exterior wall. Include an independent 20 amp circuit. Fish all wire and patch all tear out.

1ST FLOOR BATH

Location Total: 2,150-

Location: 6 - Utility Room Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 17 Drywall & Plaster

5210 DRYWALL--PATCH--LARGE

100.00 SF

350-

Cut back defective gypsum to expose half of the studs on each side of the hole. Cut and tightly fit drywall patch. Glue and nail or screw patch. Apply tape and 3 coats of compound feathered out at least 8". Wet sand ready for paint. Prime and apply 2 coats of latex paint.

DAMAGED WALLS AND CEILING FROM ROOF LEAKS

Trade: 23 Electric

7426 ELECTRIC PANEL--

1.00 AL

50-

REPLACE (4) MISSING SCREWS ON PANEL BOX

7430 CERTIFY ELECTRIC DISTRIBUTION

1.00 AL

2000-

Electrician shall inspect all exposed wiring, motors, fixtures and devices for malfunction, shorts and housing code compliance. Non-functioning and dangerous equipment and wiring shall be replaced with Romex wire, ivory devices and fixtures, with \$20 per fixture allowance. The service panel shall conform to the BOCA Existing Structures code.

OPEN JUNCTION BOXES, LIVE WIRES NOT INSIDE JUNCTION BOXES.

BASEMENT AREA INCLUDED IN SCOPE OF WORK.

Location Total: 2,400

Location: 7 - Interiors Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 10 Carpentry

2980 WINDOW--VINYL DBL HNG DBL GLZ

4.00 EA

460

1,840

Field measure, order and install a vinyl, double hung, double glazed, one-over-one window and jamb including screen, caulk, interior casing and exterior trim. Install half screen.

3RD FLOOR FRONT BEDROOM (2)

2ND FLOOR MIDDLE BEDROOM (2)

3345 DOOR--FLUSH INT, HOLLOW CORE

1.00 EA

250-

Install flush, hollow core, masonite door on existing jamb. Include privacy lockset and 2 butt hinges.

3RD FLOOR FRONT BEDROOM

3635 CEILING TILE REPAIR

320.00 SF

980

Remove defective portions of the existing ceiling and replace with matching materials. Seal stained areas by covering with white shellac stain sealer. Secure loose ceiling tiles. Topcoat with acrylic latex.

1ST FLOOR LIVING ROOM & MIDDLE BEDROOM

Trade: 20 Floor Coverings

5920 UNDERLAY AND VINYL COMPOSITION TILE

40.00 SF

500

Address: 1609 Dwight Street Unit: Unit 01

Location: 7 - Interiors Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 20 Floor Coverings

Install 1/4" underlayment grade plywood using 7d screw shank or cement coated nails, or narrow crown staples, 6" on center allowing a 1/4" gap at wall. Fill seams with a manufacturer approved filler. Lay 12"x12"x1/8" vinyl composition tile, color group B as made by Armstrong or Azrock, per manufacturer's recommendations. Square to room axis. Include metal edge strips at openings, and shoe molding or 4" vinyl base around perimeter. Owner's choice of in-stock color.

1ST FLOOR FRONT HALL

Trade: 21 HVAC

6365 RADIATOR--RADIATOR KNOB 1.00 EA 50.00

Install a new radiator knob to existing radiator.

1ST FLOOR LIVING ROOM

Trade: 23 Electric

8145 ELECTRIC--2/3 PRONG OPEN GROUND RECEPTACLES 2.00 EA 200.00

Have a licensed electrician inspect/test and replace all 2-prong ungrounded outlets and repair/replace all 3 prong open ground outlets thru out house.

FOLLOWING LOCATIONS: (BOTH FLOORS)

1ST FLOOR----

FRONT ROOM (1) 2 PRONG

MIDDLE ROOM (1) 3 PRONG

Trade: 27 Fire Protection

8708 SMOKE DETECTOR-BATTERY OPERATED 6.00 EA 60.00 360.00

Install ceiling mounted, battery operated smoke detector.

BASEMENT TO 3RD FLOOR ROOMS

8721 CARBON MONOXIDE DETECTOR 2.00 EA 90.00 180.00

Install a hard wired or plug-in carbon monoxide detector in same room as fuel burning appliance.

1ST AND 2ND FL UNITS

Location Total: 3,860.00

Unit Total for 1609 Dwight Street, Unit Unit 01: _____

Address Grand Total for 1609 Dwight Street: _____

Bidder: _____

SPECS BY LOCATION/TRADE

12/11/2019

Pre-Bid Site Visit: _____
 Bidding Open Date: _____
 Bidding Close Date: _____
 Initial: _____

Case Number: Clara Buitrago _____
 Project Manager: Nigel Greaves _____
 Phone: _____

Address: 55 Waverly Street Unit: Unit 01

Location: 1 - General Requirements Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 1 General Requirements

10 OWNER ACCEPTS SCOPE OF WORK 1.00 DU _____

The undersigned applicant(s) certifies that he/she has participated in the development of this Work Write Up (WWU) with the "Date inspected" date of _____ & referred to as Exhibit 1. After careful review the applicant understands & accepts the work described & has initialed & dated each page of this WWU.

x _____ x _____
 Applicant Date Applicant Date

14 CONTRACTOR ACCEPTS SCOPE OF WORK 1.00 DU _____

The undersigned contractor certifies that he/she has carefully reviewed & agrees to perform the work described in this Work Write Up (WWU) with the "Date Inspected" date of _____ & referred to as Exhibit 1. The contractor shall initial & date each page of the WWU.

x [Signature] 12/18/19
 Contractor Date

28 VENTILATION--ASHRAE 62.2-GENERAL REQUIREMENTS 1.00 GR _____

This dwelling unit must have a ventilation system that meets ASHRAE 62.2 . See <http://www.ashrae.org/technology/page/548> and <http://www.buildingscience.com/documents/reports/r-0502-review-of-residential-ventilation-technologies/>

30 WALL NAMING PROTOCOLS 1.00 EA _____

Walls and attached components shall be identified with the letters A, B, C & D. Wall A is always the wall that is closest to the address elevation or the "street side" of the house. Moving clockwise, the walls are then B, C, D.

To name components, for example, a window as a subset of 4 windows on the D wall, the first would window is Window D1. The last is window D4 moving in a clockwise direction. These locational markers may also be combined with the adjectives: left, right, upper, lower. For example: Replace the right side window casing at window D3.

31 CONSTRUCTION DEFINITIONS 1.00 GR _____

"Install" means to purchase, set up, test and warrant a new component. "Replace" means to remove and dispose of original material, purchase new material, deliver, install, test and warrant. "Repair" means to return a building component to like new condition through replacement, adjustment and recoating of parts. "Reinstall" means to remove, clean, store and install a component.

34 LINE ITEM BREAKDOWN 1.00 DU _____

The apparent winning bidders shall provide the owner with a line item cost breakdown within 3 working days of a request.

35 VERIFY QUANTITIES/MEASUREMENTS 1.00 GR _____

All Quantities stated in the attached specifications for this address using Units of Measure other than Each (EA), Room (RM) or Dwelling Unit (DU) (e.g. SF of Drywall) are for the contractor's convenience and must be verified by the contractor at a mandatory site inspection prior to bid submission. All quantities stated in the Units of Measure Each (EA), Room (RM) or Dwelling Unit (DU) are as stated. Discrepancies in Quantities found by the contractor must be communicated to the Housing Rehabilitation Specialist prior to the submission of a bid. Claims for additional funds due to discrepancies in Quantities shall not be honored if submitted after the bid submission.

40 ALL PERMITS REQUIRED 1.00 AL _____ 1500

The contractor shall apply for, pay for, obtain and forward copies of the following indicated permits to the agency: _____
 Plumbing; _____ Electric; _____ HVAC; _____ Building; 1500 Zoning; _____ Lead Abatement; _____ Asbestos Abatement.

Address: 55 Waverly Street

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 1 General Requirements

45 CONTRACTOR PRE-BID SITE VISIT

1.00 DU

The contractor must inspect the property. Submission of a bid is presumptive evidence that the bidder has thoroughly examined the site and is conversant with the requirements of the local jurisdiction.

55 WORK TIMES

1.00 GR

Contractors and their Subcontractors shall schedule working hours between 8:00am and 6:00pm Monday through Friday. Requests to work on weekends and before or after these hours must be approved by the homeowner.

77 NEW MATERIALS REQUIRED

1.00 GR

All materials used in connection with this work write-up are to be new, of first quality and without defects - unless stated otherwise or pre-approved by Owner and Construction Specialist.

78 WORKMANSHIP STANDARDS

1.00 GR

All work shall be performed by mechanics both licensed and skilled in their particular trade as well as the tasks assigned to them. Workers shall protect all surfaces as long as required to eliminate damage.

85 CLOSE-IN INSPECTIONS REQUIRED

1.00 GR

Call the agency for inspection of all work that will be concealed from view before it is closed in. This type of inspection frequently includes, but is not limited to footings, roof sheathing & flashing prior to installation of new felt & shingles, and repaired framing & decking prior to installation of underlayment & floor coverings, prior to insulation and prior to drywall.

90 1 YEAR GENERAL WARRANTY

1.00 DU

Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within one year from final payment. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

120 FINAL CLEAN

1.00 AL

600

Remove from site all construction materials, tools and debris. Sweep clean all exterior work areas. Vacuum all interior work areas, removing all visible dust, stains, labels and tags. Clean all windows referenced in specifications.

9008 ENVIRONMENTAL REHAB--RRP REQUIREMENTS

1.00 GR

Any contractor performing renovation, repair, and painting projects that disturb lead-based paint in pre-1978 homes must comply with EPA 40 CFR Part 745(Lead; Renovation, Repair, and Painting Program), be certified by the EPA as a Renovation Firm and must use Certified Renovators who are trained by EPA-approved training providers to follow lead-safe work practices.

Trade: 9 Environmental Rehab

Included in Form Bid Sheet

9002 APPLICABLE LEAD-SPECIFIC DEFINITIONS

1.00 GR

Abatement: Any set of measures designed to permanently (permanent = expected life span of at least 20 years) eliminate lead-based paint or lead-based paint hazards.

CFR - The Code of Federal Regulations:

De minimus - Safe work practices and clearance are required when more than:

- 20 SF on exterior
- 2 SF per interior room
- 10% of small component

is deteriorated or will be disturbed by renovation.

Interim Controls: A set of measures designed to reduce temporarily human exposure or likely exposure to lead-based paint hazards. Interim controls include, but are not limited to, repairs, painting, temporary containment, specialized cleaning, clearance, ongoing lead-based paint maintenance activities, and the establishment and operation of management and resident education programs.

Work site: An interior or exterior area where lead-based paint hazard reduction activity takes place. There may be more than one work site in a dwelling unit or at a residential property.

Clearance: An activity conducted following lead-based paint hazard reduction activities to determine that the hazard reduction activities are complete and that no soil-lead hazards or settled dust-lead hazards, as defined in this part, exist in the dwelling unit or work site. The clearance process includes a visual assessment and collection and analysis of environmental samples. Dust-lead standards for clearance are found at Sec. 35.1320.

See 24CFR Part 35 - Subpart B - Section 35.110 Definitions, for additional definitions.

Address: 55 Waverly Street Unit: Unit 01

Location: 1 - General Requirements Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 9 Environmental Rehab

9020	LEAD-BASED PAINT REGULATIONS - FEDERALLY FUNDED HOUSING REHABILITATION	1.00	GR		
------	--	------	----	--	--

Per HUD Regulation 24 CFR Part 35: the contractor must conform to the Lead-based paint requirements for rehabilitation in the appropriate category listed below, based on the amount of rehabilitation assistance provided.

1. When the Federal Rehabilitation Assistance is \$1 to \$5,000 per unit:
 - a. The Contractor shall implement safe work practices during rehabilitation work in accordance with Sec. 35.1350 and repair any paint that is disturbed.
 - b. After completion of any rehabilitation disturbing painted surfaces, each work site must pass a clearance examination in accordance with Sec. 35.1340. Neither Clearance nor Lead Safe Work Practices are required if rehabilitation does not disturb painted surfaces of a total area of more than 20 SF on exterior, 2 SF per interior room or 10% of a small component.
2. When the Federal Rehabilitation Assistance is \$5,001 to \$25,000 per unit:
 - a. The contractor shall perform interim controls, in accordance with Sec. 35.1330, of all identified or presumed lead-based paint hazards.
 - b. The contractor shall implement safe work practices during rehabilitation work in accordance with Sec. 35.1350, and repair any paint that is disturbed.
 - c. The entire unit shall pass a clearance examination in accordance with Sec. 35.1340.
3. When the Federal Rehabilitation Assistance is more than \$25,000 per unit:
 - a. The contractor shall abate all identified or presumed lead-based paint hazards in accordance with Sec. 35.1325.
 - b. The contractor shall implement safe work practices during rehabilitation work in accordance with Sec. 35.1350 and repair any paint that is disturbed.
 - c. The entire unit shall pass a clearance examination in accordance with Sec. 35.1340.

Location Total: 2,100[±]

Location: 2 - Exterior Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 6 Concrete & Paving

905	CONCRETE SLAB--PATCH	60.00	SF		<u>1,400</u>
-----	----------------------	-------	----	--	--------------

Break up deteriorated slab section. Grade and compact soil to 95%. Apply a bonding agent per manufacturers specs on exposed concrete. Pour a 4", 2200 psi concrete slab to match elevation of surrounding slab. Float and steel trowel finish. FRONT ENTRY

Trade: 10 Carpentry

3590	STEPS--REPL EXTERIOR	10.00	EA		<u>4,900</u>
------	----------------------	-------	----	--	--------------

Dispose of existing concrete steps. Construct a replacement unit with two 2"x 12" preservative treated pine stringers, 5/4" PTP stepping stock treads, on a solid concrete footer. Frame stairs 3' & 6' wide connecting to existing landing. Construct wood handrails with balusters on both sides 32" above tread nosing. Install a graspable handrailing on one side.

FRONT AND REAR ENTRY STEPS
FRONT STEPS ARE 6' WIDE
REAR STEPS ARE 3' WIDE.

Location Total: 5,800

Location: 3 - Basement Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 10 Carpentry

2610	TREAD REPLACEMENT--INTERIOR	3.00	EA		<u>140</u>
------	-----------------------------	------	----	--	------------

Address: 55 Waverly Street Unit: Unit 01

Location: 3 - Basement Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 10 Carpentry
 Chisel out damaged tread. Install nailers on each stringer for replacement tread. Install 5/4" pine stepping stock tread with glue and screw shank nails.
 REPLACE SEVERAL DAMAGED TREADS ON BASEMENT STEPS

Trade: 21 HVAC

6245	BOILER-GAS REPLACE--COMPLETE	1.00	EA		14,500
Dispose of heating equip. & radiators to code legal landfill. Size & install a gas fired, cast iron, jacketed boiler, distribution piping & baseboard convectors to service entire house. Installation includes all power & control wiring, a set back thermostat, expansion tank, one circulation pump, water & gas supply & flue piping. Installation required to maintain 70F. indoor temperature when outdoor temperature is -10 F. Min. AFUE rating 86. AL BASEBOARD WILL BE REPLACED					

Trade: 22 Plumbing

6610	WATER SUPPLY--INSPECT,REPORT	1.00	AL		2,500
Restore water service to structure. Identify defects and submit to owner price of repairs to bring structure into compliance with the current national and local plumbing code.					

6705	WASTE LINES--INSPECT, REPORT	1.00	AL		2,500
Test waste lines for leaks and proper venting. Identify defects and submit to the agency a priced list of recommended repairs to bring structure into compliance with the current plumbing code.					

6755	DRAIN, WASTE, VENT--CUSTOM	1.00	EA		150
Install missing cap on sewer main drain cleanout.					

7060	TPR VALVE EXTENSION PIPE	1.00	EA		80
Install temperature and pressure relief valve discharge tube on Rheem water heater. Discharge tube to run within 6" of floor or to outside of structure.					

7120	DRIPLESS CENTER--WASHER HOOK UP	1.00	EA		400
Install PVC stand pipe, hot and cold hose bibbs, and 20 amp outlet on a separate circuit to service a washing machine.					

Trade: 23 Electric

7805	SMOKE DETECTOR--BATTERY POWERED	1.00	EA		120
Install a UL approved, ceiling mounted, battery powered smoke and fire detector and battery.					

Trade: 24 Extermination

8335	EXTERMINATE RODENTS	1.00	DU		600
Bait for rodents in areas inaccessible to children and pets. Inform owner of areas to seal to prevent future infestations.					

Trade: 27 Fire Protection

8721	CARBON MONOXIDE DETECTOR	1.00	EA		80
Install a hard wired or plug-in carbon monoxide detector in same room as fuel burning appliance.					

Location Total: 21,070

Location: 4 - 1st Fl. Bathroom Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 5 Demolition & Disposal

715	GUT STRUCTURE INTERIOR	1.00	AL		3,200
Remove all plaster of walls and ceiling, finished flooring, windows, doors, trim, equipment, debris and household items from structure and dispose of in legal landfill. Broom sweep all floors and rake yard areas.					

Address: 56 Waverly Street

Unit: Unit 01

Location: 4 - 1st Fl. Bathroom

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 6	Demolition & Disposal				
Trade: 10	Carpentry				
2405	BASEBOARD--RANCH Install finger jointed 9/16" x 3-1/2" ranch base with finish nails or tee headed brads.	15.00	LF		80
3360	DOOR--PREHUNG PASSAGE--SPLIT JAMB Install a 1-3/8" prehung, flush, lauan hollow core door and split jamb including casing both sides, 2 butt hinges and a privacy lockset.	1.00	EA		200
Trade: 17	Drywall & Plaster				
5270	DRYWALL--1/2" Hang, tape and 3 coat finish 1/2" drywall. Apply a 3/8" bead of low VOC drywall adhesive to each framing member and install using drywall screws min. 1 5/8 long, 8" on center. Run boards with long dimension perpendicular to framing members. Sand ready for paint.	150.00	SF		300
Trade: 19	Paint & Wallpaper				
5567	PREP & PAINT VACANT ROOM w/ PAINTED TRIM-LOW VOC Using lead safe work practices remove & dispose of all loose material & dust prior to installation of new materials. All cracked or loose plaster is to be repaired with a bedding coat of Durabond & fiberglass mesh tape. If plaster & lath boards are loose, resecure or remove & replace with drywall patch. Sanding of any surfaces contacting or adjoining a lead-based painted surface shall be done with appropriate procedures such as using a HEPA filtered sanding vacuum or a wet sanding method. Prime as necessary to seal stains, raw plaster, etc. Paint ceilings two coats in flat ceiling white & walls in eggshell or satin finish cut-in neatly to trim & at all corners & edges. Prep trim doors and windows by de-glossing painted trim prior to painting. Apply two coats of latex semi-gloss paint to cover completely & uniformly. Colors are the choice of the owner from stock colors. All paints and primers must not exceed the following maximum VOC requirements: Flats 50 g/L; Non-flats 50 g/L; Floor 100 g/L; Anti-corrosive 250 g/L. All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. www.aqmd.gov/rules/reg/reg11/r1168.pdf All caulks and sealants must comply with Regulation 8, Rule 51, of the Bay Area Air Quality Management District (BAAQMD).	1.00	RM		700
Trade: 20	Floor Coverings				
5922	UNDERLAYMENT & LINOLEUM SHEET GOODS Install 1/4" underlayment grade plywood using 7d screw shank or cement coated nails, or narrow crown staples, 6" on center allowing a 1/4" gap at wall. Fill seams with a manufacturer approved filler. Install Forbo's Marmoleum or Armstrong Marmorette linoleum sheet goods, per manufacturer's most current recommendations. Owner's choice of color.	20.00	SF		400
Trade: 22	Plumbing				
6825	SINK AND FAUCET--PEDESTAL Install Pedestal sink with a single lever brass bodled chrome faucet with a maximum 1.5 GPM flow rate. Include PVC drain attached to a code legal plumbing vent, use type L copper or PEX supply piping with brass bodled stops on all supply lines. Seal all penetration through the floor, walls and cabinet for plumbing connections using expanding foam or caulk and cover with chrome eschucion plates. Cabinets must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low-VOC sealant.	1.00	EA		550
7012	COMMODO--REPLACE--1.28 GPF Install a maximum 1.28 GPF white WaterSense® Certified, vitreous china commode tested through the latest edition of the "Maximum Performance" (MaP) testing project that has shown to score 800 or better on the MaP Flush Performance test (grams of solid waste removed in a single flush), such as the American Standard FloWise Compact Cadet 3 EL 2568.128. See the following link for the MaP Test Results: http://www.cuwcc.org/WorkArea/showcontent.aspx?id=14058 Include a manufacturer's approved plastic or pressed wood white seat, supply pipe, shut-off valve, and wax seal.	1.00	EA		350
Trade: 23	Electric				
7740	LIGHT FIXTURE AND SWITCH	1.00	EA		150

Address: 55 Waverly Street Unit: Unit 01

Location: 4 - 1st Fl. Bathroom Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 23 Electric

Install a ceiling mounted, UL approved, 2 bulb light fixture (\$20 material allowance) controlled by an ivory switch with a ivory cover located at the strike side of the door. Fish wire and repair all tear out.

Location Total: 6,000⁰⁰

Location: 5 - 2nd Fl. Bathroom Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 5 Demolition & Disposal

715 GUT STRUCTURE INTERIOR 1.00 AL 2,000
Remove all plaster of walls and ceiling, finished flooring, windows, doors, trim, equipment, debris and household items from structure and dispose of in legal landfill. Broom sweep all floors and rake yard areas.

Trade: 10 Carpentry

2405 BASEBOARD--RANCH 25.00 LF 80
Install finger jointed 9/16" x 3-1/2" ranch base with finish nails or tee headed brads.

3360 DOOR--PREHUNG PASSAGE--SPLIT JAMB 1.00 EA 220
Install a 1-3/8" prehung, flush, lauan hollow core door and split jamb including casing both sides, 2 butt hinges and a privacy lockset.

3825 MEDICINE CABINET--SURF MOUNT 1.00 EA 100
Install a 30"x22" metal, surface mounted medicine cabinet with hinged plate glass mirror and two shelves.

3835 ACCESSORY SET--4 PIECE CHROME 1.00 EA 100
Install a chrome plated steel bathroom accessory set consisting of two 24" towel bars, one towel ring, and a toilet paper holder.

Trade: 17 Drywall & Plaster

5245 DRYWALL--LAMINATE WATER RESIST 320.00 SF 520
Hang 1/2" water resistant drywall over existing surface with screws 8" on center and 3/8" adhesive beads 16" on center. Remove top molding from 3-piece base. Butt drywall to door and window casing. Tape, 3 coat finish, and sand ready for paint. Install 3/8" ogee or shoe molding.
WALLS AND CEILING

Trade: 19 Paint & Wallpaper

5567 PREP & PAINT VACANT ROOM w/ PAINTED TRIM-LOW VOC 1.00 RM 920
Using lead safe work practices remove & dispose of all loose material & dust prior to installation of new materials. All cracked or loose plaster is to be repaired with a bedding coat of Durabond & fiberglass mesh tape. If plaster & lath boards are loose, resecure or remove & replace with drywall patch. Sanding of any surfaces contacting or adjoining a lead-based painted surface shall be done with appropriate procedures such as using a HEPA filtered sanding vacuum or a wet sanding method. Prime as necessary to seal stains, raw plaster, etc. Paint ceilings two coats in flat ceiling white & walls in eggshell or satin finish cut-in neatly to trim & at all corners & edges. Prep trim doors and windows by de-glossing painted trim prior to painting. Apply two coats of latex semi-gloss paint to cover completely & uniformly. Colors are the choice of the owner from stock colors. All paints and primers must not exceed the following maximum VOC requirements: Flats 50 g/L; Non-flats 50 g/L; Floor 100 g/L; Anti-corrosive 250 g/L. All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. www.aqmd.gov/rules/reg/reg11/r1168.pdf All caulks and sealants must comply with Regulation 8, Rule 51, of the Bay Area Air Quality Management District (BAAQMD).

Trade: 20 Floor Coverings

5922 UNDERLAYMENT & LINOLEUM SHEET GOODS 65.00 SF 700
Install 1/4" underlayment grade plywood using 7d screw shank or cement coated nails, or narrow crown staples, 6" on

Address: 55 Waverly Street

Unit: Unit 01

Location: 5 - 2nd Fl. Bathroom

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 20	Floor Coverings				
center allowing a 1/4" gap at wall. Fill seams with a manufacturer approved filler. Install Forbo's Marmoleum or Armstrong Marmorette linoleum sheet goods, per manufacturer's most current recommendations. Owner's choice of color.					

Trade: 22 Plumbing

7181 BATH--3 FIXTURE COMPLETE

1.00 EA

6570^x

Re-plumb entire bath to provide fixtures as follows:

- 1) Install a 5', 4 piece fiberglass tub and shower unit 60" x 30" x 72" Including age in place factory installed backers for later grab bar installation. Complete with lever operated pop up drain and overflow, PVC waste, single lever shower diverter, shower rod and tub/shower faucet with a shower head with a maximum 2.0 GPM flow rate. Install faucet controls toward the outside of the tub for easier access. Exterior wall sections behind the tub shower unit and any plumbing penetrations must be completely air-sealed prior to installation. Per installation instructions set basin area in 1" to 2" of mortar cement.
- 2) Install a 1.28 GPF white toilet. Commode must be ADA height and a WaterSense® Certified, vitreous china commode tested through the Include a manufacturer's approved plastic or pressed wood white seat, supply pipe, shut-off valve, and wax seal.
- 3) Install a 24" plywood vanity; including top with backsplash, wash bowl and single lever brass bodied chrome faucet with a maximum 1.5 GPM flow rate. Include PVC drain attached to a code legal plumbing vent, use type L copper or PEX supply piping with brass bodied stops, and escutcheon plates on all supply and waste lines. Cabinets must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low-VOC sealant.

2ND FLOOR BATHROOM

Trade: 23 Electric

8137 UPDATE EXISTING ELECTRIC - BATHROOM

1.00 RM

950⁺

Update the electrical fixtures in the bathroom including:

- 1) One 20A GFCI receptacle located near sink with a 20 AMP circuit installed no more than 45" from the floor.
- 2) An ENERGY STAR approved ceiling mounted Fan/Light fixture capable of min. 80 CFM operating at 1 Sone or less, with an integral damper, and vented to the exterior. The fixture must accommodate 2 - GU24 fluorescent lamps. Switch fan & light using a single switch with a time delay for the fan such as the EFL Fan/Light Time Delay Switch (in Ivory) http://www.energyfederation.org/consumer/default.php?cPath/39_766_134 or equipped with a humidistat sensor. Install galvanized metal duct the same diameter as the fan outlet and vent to the exterior ideally through a wall or gable end using a metal hooded vent of like diameter and with damper. All duct seams shall be sealed with duct mastic. Insulate the ductwork with vinyl or foil faced R 8 minimum duct insulation. Repair any damage to the ceiling installation and air seal fan/light assembly to the ceiling with low VOC caulk and air seal fan/light assembly to the ceiling with low VOC caulk.
- 3) One wall mounted chrome or nickel finish vanity light fixture using 3 - 13 watt GU24 base bulbs such as the Portfolio Model # 26534 or the Efficient Lighting 3 lamp fixture model # EL-210-03-318 Installed above the sink.

2ND FLOOR BATHROOM

Location Total:

12,160^{tb}

Location: 6 - Kitchen

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 5	Demolition & Disposal				
715	GUT STRUCTURE INTERIOR	1.00	AL		800
Remove all plaster of walls and ceiling, finished flooring, windows, doors, trim, equipment, debris and household items from structure and dispose of in legal landfill. Broom sweep all floors and rake yard areas.					
Trade: 10	Carpentry				
2405	BASEBOARD--RANCH	20.00	LF		80
Install finger jointed 9/16" x 3-1/2" ranch base with finish nails or tee headed brads.					
2980	WINDOW--VINYL DBL HNG DBL GLZ	2.00	EA		840
Field measure, order and install a vinyl, double hung, double glazed, one-over-one window and jamb including screen, caulk, interior casing and exterior trim. Install half screen.					

Address: 55 Waverly Street Unit: Unit 01

Location: 6 - Kitchen Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec # Spec Quantity Units Unit Price Total Price

Trade: 10 Carpentry

3716 CABINET - WOOD BASE-PLYWOOD 17.00 LF 3,100⁺
 Remove & dispose off site all existing cabinets, counters, ledgers, etc. Install base cabinets constructed of solid hardwood face-frames, doors and draw fronts with 1/2" plywood carcasses & floors. Drawer boxes shall be plywood, joined using metal or plastic corner bracing. Install "D" shaped pulls on all doors and drawers even when finger grooves exist. Owner will choose style & finish from those available in line proposed by contractor. Cabinets must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low-VOC sealant.

3726 CABINET - WOOD WALL-PLYWOOD 20.00 LF 3,100⁺
 Remove & dispose off site all existing upper cabinets, counters, ledgers, etc. NOTE: Upper cabinets will be either: a) 42" installed to ceiling OR b) will be 36" trimmed with a stained oak crown, OR c) will be 36" with a trimmed drywall or plywood soffit. Install upper cabinets constructed of solid hardwood face-frames and doors with 1/2" plywood carcasses & floors. Carcasses will be joined using metal or plastic corner bracing. Install "D" shaped pulls on all doors and drawers even when finger grooves exist. Owner will choose style & finish from those available in line proposed by contractor. Cabinets must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low-VOC sealant.

3747 REPLACE COUNTER TOP--PLASTIC LAMINATE 17.00 LF 2,300^{±2}
 Dispose of existing counter top. Field measure for sizing. All particleboard and MDF components must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low-VOC sealant. Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk countertop to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.

Trade: 19 Paint & Wallpaper

5567 PREP & PAINT VACANT ROOM w/ PAINTED TRIM-LOW VOC 1.00 RM 1,350^{±2}
 Using lead safe work practices remove & dispose of all loose material & dust prior to installation of new materials. All cracked or loose plaster is to be repaired with a bedding coat of Durabond & fiberglass mesh tape. If plaster & lath boards are loose, resecure or remove & replace with drywall patch. Sanding of any surfaces contacting or adjoining a lead-based painted surface shall be done with appropriate procedures such as using a HEPA filtered sanding vacuum or a wet sanding method. Prime as necessary to seal stains, raw plaster, etc. Paint ceilings two coats in flat ceiling white & walls in eggshell or satin finish cut-in neatly to trim & at all corners & edges. Prep trim doors and windows by de-glossing painted trim prior to painting. Apply two coats of latex semi-gloss paint to cover completely & uniformly. Colors are the choice of the owner from stock colors. All paints and primers must not exceed the following maximum VOC requirements: Flats 50 g/L; Non-flats 50 g/L; Floor 100 g/L; Anti-corrosive 250 g/L. All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. www.aqmd.gov/rules/reg/reg11/r1168.pdf All caulks and sealants must comply with Regulation 8, Rule 51, of the Bay Area Air Quality Management District (BAAQMD).

Trade: 20 Floor Coverings

5920 UNDERLAY AND VINYL COMPOSITION TILE 112.00 SF 950^{±2}
 Remove existing flooring. Install 1/4" underlayment grade plywood using 7d screw shank or cement coated nails, or narrow crown staples, 6" on center allowing a 1/4" gap at wall. Fill seams with a manufacturer approved filler. Lay 12"x12"x1/8" vinyl composition tile, color group B as made by Armstrong or Azrock, per manufacturer's recommendations. Square to room axis. Include metal edge strips at openings, and shoe molding or 4" vinyl base around perimeter. Owner's choice of in-stock color.

Trade: 22 Plumbing

6835 SINK--DOUBLE BOWL COMPLETE 1.00 EA 390^{±2}
 Install a 22 gauge 33" x 22" x 7" double bowl, stainless steel, self rimming kitchen sink including a steel, metal body faucet, rated at 2.0 GPM or less, with a 15 year drip-free warranty, grease trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. NOTE: All copper is to be soldered (no compression fittings) & all PVC fittings glued.

Trade: 23 Electric

7575 RECEPTACLE--20 AMP CIRCUIT 2.00 EA 200^{±2}
 Install 20 amp, ivory, duplex receptacle with a matching plastic cover plate on a separate circuit with an individual over protection device. Fish wire and repair all tear out. If installed over a countertop install no more than 46 inches above floor

Address: 65 Waverly Street Unit: Unit 01

Location: 6 - Kitchen Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 23 Electric

height. If installed as a standard wall receptacle install at least 15 inches above the floor.

LOCATION AT SINK AREAS

7751	ENERGY STAR KITCHEN CEILING FIXTURE	2.00	EA		<u>150.</u>
------	-------------------------------------	------	----	--	-------------

Install an ENERGY STAR approved, 4 - 4' tube, instant start fluorescent ceiling light fixture, with an acrylic diffuser such as the American Fluorescent

7840	RANGE HOOD--RECIRCULATING	1.00	EA		<u>180.</u>
------	---------------------------	------	----	--	-------------

Install a 30", recirculating, enameled metal range hood with light, charcoal filter, and washable grease filter. Fish wire and repair all tear out. Owner's choice of color.

Trade: 27 Fire Protection

8721	CARBON MONOXIDE DETECTOR	1.00	EA		<u>120.</u>
------	--------------------------	------	----	--	-------------

Install a hard wired or plug-in carbon monoxide detector in same room as fuel burning appliance.

Location Total: 13,580

Location: 7 - Dining Room Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 5 Demolition & Disposal

735	DEMOLITION INTERIOR--CUSTOM	1.00	AL		<u>100</u>
-----	-----------------------------	------	----	--	------------

Remove washer hookup and electrical for dryer. Cap off all supply lines and drain lines.

Trade: 10 Carpentry

2351	FLOOR--REFINISH WOOD LOW VOC	160.00	SF		<u>450.</u>
------	------------------------------	--------	----	--	-------------

Counter sink all nails and fill holes. Sand the entire floor including the edges using a 120 grit (or finer) sandpaper for the final sanding. Vacuum and tack rag room. Apply 1 coat of one of the following sealers by Basic Coating (Commercial Catalyzed Sealer, Hydroline Sealer, EZ Dry, or Emulsion) then apply 2 coats of StreetShoe® 275 that complies with regulation 8, rule 51, of the Bay Area Air Quality Management District and may not exceed 250 grams of VOC per liter of coating as thinned to the manufacturer's maximum recommendation, excluding the volume of any water, exempt compounds, or colorant added to the tint bases.

Trade: 19 Paint & Wallpaper

5567	PREP & PAINT VACANT ROOM w/ PAINTED TRIM-LOW VOC	1.00	RM		<u>2,550</u>
------	--	------	----	--	--------------

Using lead safe work practices remove & dispose of all loose material & dust prior to installation of new materials. All cracked or loose plaster is to be repaired with a bedding coat of Durabond & fiberglass mesh tape. If plaster & lath boards are loose, resecure or remove & replace with drywall patch. Sanding of any surfaces contacting or adjoining a lead-based painted surface shall be done with appropriate procedures such as using a HEPA filtered sanding vacuum or a wet sanding method. Prime as necessary to seal stains, raw plaster, etc. Paint ceilings two coats in flat ceiling white & walls in eggshell or satin finish cut-in neatly to trim & at all corners & edges. Prep trim doors and windows by de-glossing painted trim prior to painting. Apply two coats of latex semi-gloss paint to cover completely & uniformly. Colors are the choice of the owner from stock colors. All paints and primers must not exceed the following maximum VOC requirements: Flats 50 g/L; Non-flats 50 g/L; Floor 100 g/L; Anti-corrosive 250 g/L. All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District, www.aqmd.gov/rules/reg/reg11/r1168.pdf All caulks and sealants must comply with Regulation 8, Rule 51, of the Bay Area Air Quality Management District (BAAQMD).

Location Total: 3,150.

Location: 8 - Living Room Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Address: 55 Waverly Street Unit: Unit 01

Location: 8 - Living Room Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 10 Carpentry

2351	FLOOR--REFINISH WOOD LOW VOC	300.00	SF		630.00
------	------------------------------	--------	----	--	--------

Counter sink all nails and fill holes. Sand the entire floor including the edges using a 120 grit (or finer) sandpaper for the final sanding. Vacuum and tack rag room. Apply 1 coat of one of the following sealers by Basic Coating (Commercial Catalyzed Sealer, Hydroline Sealer, EZ Dry, or Emulsion) then apply 2 coats of StreetShoe® 275 that complies with regulation 8, rule 51, of the Bay Area Air Quality Management District and may not exceed 250 grams of VOC per liter of coating as thinned to the manufacturer's maximum recommendation, excluding the volume of any water, exempt compounds, or colorant added to the tint bases.

Trade: 19 Paint & Wallpaper

5567	PREP & PAINT VACANT ROOM w/ PAINTED TRIM-LOW VOC	1.00	RM		2,590.00
------	--	------	----	--	----------

Using lead safe work practices remove & dispose of all loose material & dust prior to installation of new materials. All cracked or loose plaster is to be repaired with a bedding coat of Durabond & fiberglass mesh tape. If plaster & lath boards are loose, resecure or remove & replace with drywall patch. Sanding of any surfaces contacting or adjoining a lead-based painted surface shall be done with appropriate procedures such as using a HEPA filtered sanding vacuum or a wet sanding method. Prime as necessary to seal stains, raw plaster, etc. Paint ceilings two coats in flat ceiling white & walls in eggshell or satin finish cut-in neatly to trim & at all corners & edges. Prep trim doors and windows by de-glossing painted trim prior to painting. Apply two coats of latex semi-gloss paint to cover completely & uniformly. Colors are the choice of the owner from stock colors. All paints and primers must not exceed the following maximum VOC requirements: Flats 50 g/L; Non-flats 50 g/L; Floor 100 g/L; Anti-corrosive 250 g/L. All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. www.aqmd.gov/rules/reg/reg11/r1168.pdf All caulks and sealants must comply with Regulation 8, Rule 51, of the Bay Area Air Quality Management District (BAAQMD).

Trade: 23 Electric

7805	SMOKE DETECTOR--BATTERY POWERED	1.00	EA		80.00
------	---------------------------------	------	----	--	-------

Install a UL approved, ceiling mounted, battery powered smoke and fire detector and battery.

Location Total: 3,420.00

Location: 9 - Bedrooms Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 10 Carpentry

2351	FLOOR--REFINISH WOOD LOW VOC	875.00	SF		1,750.00
------	------------------------------	--------	----	--	----------

Counter sink all nails and fill holes. Sand the entire floor including the edges using a 120 grit (or finer) sandpaper for the final sanding. Vacuum and tack rag room. Apply 1 coat of one of the following sealers by Basic Coating (Commercial Catalyzed Sealer, Hydroline Sealer, EZ Dry, or Emulsion) then apply 2 coats of StreetShoe® 275 that complies with regulation 8, rule 51, of the Bay Area Air Quality Management District and may not exceed 250 grams of VOC per liter of coating as thinned to the manufacturer's maximum recommendation, excluding the volume of any water, exempt compounds, or colorant added to the tint bases.

ALL BEDROOMS AND HALLWAYS

Trade: 19 Paint & Wallpaper

5567	PREP & PAINT VACANT ROOM w/ PAINTED TRIM-LOW VOC	8.00	RM		16,160.00
------	--	------	----	--	-----------

Using lead safe work practices remove & dispose of all loose material & dust prior to installation of new materials. All cracked or loose plaster is to be repaired with a bedding coat of Durabond & fiberglass mesh tape. If plaster & lath boards are loose, resecure or remove & replace with drywall patch. Sanding of any surfaces contacting or adjoining a lead-based painted surface shall be done with appropriate procedures such as using a HEPA filtered sanding vacuum or a wet sanding method. Prime as necessary to seal stains, raw plaster, etc. Paint ceilings two coats in flat ceiling white & walls in eggshell or satin finish cut-in neatly to trim & at all corners & edges. Prep trim doors and windows by de-glossing painted trim prior to painting. Apply two coats of latex semi-gloss paint to cover completely & uniformly. Colors are the choice of the owner from stock colors. All paints and primers must not exceed the following maximum VOC requirements: Flats 50 g/L; Non-flats 50

Address: 55 Waverly Street Unit: Unit 01

Location: 9 - Bedrooms Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 19 Paint & Wallpaper					
g/L; Floor 100 g/L; Anti-corrosive 250 g/L. All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. www.aqmd.gov/rules/reg/reg11/r1168.pdf All caulks and sealants must comply with Regulation 8, Rule 51, of the Bay Area Air Quality Management District (BAAQMD).					
ALL BEDROOMS INCLUDING HALLWAYS AND STAIRCASES.					

Trade: 23 Electric					
7730	LIGHT FIXTURE--REPLACE	10.00	EA	100	1,000
Replace a ceiling mounted, 2 bulb, UL approved, incandescent light fixture with shade and lamps. \$30 allowance for fixture.					
ALL BEDROOMS, HALLWAY AND STAIRCASES					
7805	SMOKE DETECTOR--BATTERY POWERED	1.00	EA		100
Install a UL approved, ceiling mounted, battery powered smoke and fire detector and battery.					
Location Total:					19,010

Location: 10 - Attic Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10 Carpentry					
2520	HANDRAIL--REPLACE INTERIOR	10.00	LF		120-
Install 2" round hardwood handrail screwed to metal handrail braces that are attached to studs with screws that enter the framing at least 1 inch, or if fastening to a masonry wall use minimum 3/8 inch diameter plastic masonry plug fasteners and compatible screws. Handrail will extend 6 inches past a line plumb with the nosing of the top tread and 6 inches past a line plumb with the nosing of the bottom tread. All edges will be eased to a smooth and rounded condition.					
3525	GUARD RAIL--WOOD	10.00	LF		250-
Construct a preservative treated pine railing using 2"x 4" top and bottom rails, and 2"x 2" balusters face nailed 6" on center. Create a 3'6" high railing between 4"x 4" end posts.					
Trade: 23 Electric					

7430	CERTIFY ELECTRIC DISTRIBUTION	1.00	AL		580-
Electrician shall inspect all exposed wiring, motors, fixtures and devices for malfunction, shorts and housing code compliance. Non-functioning and dangerous equipment and wiring shall be replaced with Romex wire, ivory devices and fixtures, with \$20 per fixture allowance. The service panel shall conform to the BOCA Existing Structures code.					
WHOLE HOUSE INCLUDING ALL VISIBLE KNOB AND TUBE WIRING IN ATTIC AND BASEMENT AND ALL 2/3 PRONG UNGROUNDED OUTLETS THRU-OUT HOUSE.					
7727	LIGHT FIXTURE--PULL CHAIN	2.00	EA		80
Install a porcelain pull chain lamp fixture with a lamp on an approved electrical box.					
7740	LIGHT FIXTURE AND SWITCH	1.00	EA		200
Install a ceiling mounted, UL approved, 2 bulb light fixture (\$20 material allowance) controlled by an ivory switch with a ivory cover located at the strike side of the door. Fish wire and repair all tear out.					
AT BASEMENT STEPS					
7805	SMOKE DETECTOR--BATTERY POWERED	1.00	EA		80
Install a UL approved, ceiling mounted, battery powered smoke and fire detector and battery.					

Trade: 27 Fire Protection					
8721	CARBON MONOXIDE DETECTOR	1.00	EA		100
Install a hard wired or plug-in carbon monoxide detector in same room as fuel burning appliance.					

Address: 55 Waverly Street

Unit: Unit 01

Location Total:

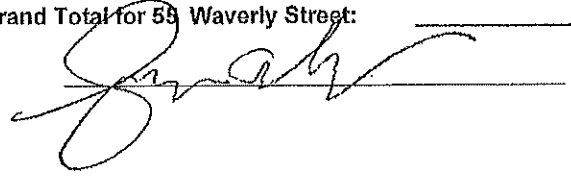
1,410

Unit Total for 55 Waverly Street, Unit Unit 01:

87,710⁰⁰

Address Grand Total for 55 Waverly Street:

Bidder:



MORTGAGE

City of Springfield Healthy Homes Rehabilitation Program

THIS MORTGAGE is made as of February 10, 2020, between Clara Buitrago,* whose address is 1609 Dwight Street and 55 Waverly Street, Springfield, MA 01107 ("Borrower"), and the City of Springfield, a municipal corporation with the address 36 Court Street, Springfield, Massachusetts ("City"). a/k/a*Clara Diaz

WHEREAS, the Borrower and the City entered into a **HEALTHY HOMES REHABILITATION PROGRAM AGREEMENT** dated 1/31/2020 in the sum of \$212,468.25 (the "Principal Amount"), together with interest of 0%, (this indebtedness is called the "Note", a copy of which is attached to this Mortgage as **Schedule A**); and

WHEREAS, to secure the performance of all the terms, covenants, agreements, conditions and obligations of the Note and this Mortgage, the Borrower wishes to grant to the City its rights, title, and interest in the property located at 1609 Dwight Street and 55 Waverly Street, Springfield, MA 01107 in Springfield, Massachusetts and described on the attached **Schedule B** (the "Mortgaged Property").

NOW THEREFORE, in consideration of the loan for the Principal Amount made by the City to the Borrower, the Borrower and the City hereby agree as follows:

1. **Purpose.** This Mortgage and the Note are to secure a loan made by the City to the Borrower for the purpose of making home improvements to the Mortgaged Property, as detailed in the **Work Write-Up Specifications** dated 11/22/2019. The Borrower is responsible for making the improvements, and the City shall only make payment of Principal for such improvements as it inspects and verifies that the improvements have been completed.
2. **Conditions of the Loan.**
 - a. **Due Upon Sale or Transfer.** If the Borrower sells or transfers the Mortgaged Property before the final maturity date, the amount of the loan still owing at the time of sale or transfer will be immediately due and payable to the City.
 - b. **Owner Occupancy.** If the Borrower is an owner-occupant at the time this loan is entered into, the Borrower must continue to live in the Mortgaged Property as his/her principal place of residence during the term of the loan.

- c. **Rental Unit Affordability.** If the Borrower (including a Borrower who lives in one unit of a multi-unit property) rents out units in the Mortgaged Property to others, the Borrower must rent all units in the Mortgaged Property to households with income at or below 80% of the area median income¹ during the term of the loan.

3. Terms of the Loan

Loan Type:	Forgivable loan, due upon default or upon sale or transfer of property prior to final maturity
Interest Rate:	0%
Payment Schedule:	No monthly payments
Final Maturity Date:	5 years from date of execution
Forgiveness:	An equal amount of the loan will be forgiven for each year that passes from the date the loan is entered, until the loan is fully forgiven at the final maturity date. (For example, a 5-year loan is forgiven 20% per year; a 10-year loan is forgiven 10% per year.)
Prepayment penalty:	None

4. **Completion of Agreed-Upon Improvements.** If construction required to meet the Work Write-Up Specifications is discontinued or not carried out with reasonable diligence, the City after due notice to the Borrower is authorized to enforce or carry out existing contracts between the Borrower and other parties to make contracted improvements, to make and enter into additional contracts and incur obligations for the purposes of completing the improvements, and to pay and discharge all debts, obligations and liabilities incurred by reason of any action taken by the City, the cost of which shall be payable from the Borrower to the City on demand and shall be secured by this Mortgage.

5. **Compliance with Building and Health Codes.** The improvements shall comply with all applicable municipal and state ordinances, laws, regulations, and rules made or promulgated by lawful authority, and upon their completion shall comply therewith and with the rules of the Board of Fire Underwriters having jurisdiction.

6. **Payment of Property Taxes and Other Charges.** The Borrower will pay when due all taxes, assessments, water & sewer charges, and other governmental charges, fines and

¹ The area median income (AMI) for the Springfield Metropolitan Area is established annually by the U.S. Department of Housing and Urban Development. The Springfield Office of Housing will provide the current AMI for the Springfield Metropolitan area upon request.

impositions, now or hereafter imposed, on the Mortgaged Property and will pay when due every amount of indebtedness secured by any lien on the Mortgaged Property.

7. **Maintenance and Repair.** The Borrower shall maintain the Property and shall not allow the property to deteriorate or decrease in value due to its condition. If the Property is damaged, the Borrower shall promptly repair the Property to avoid further deterioration or damage, unless repair or restoration is not economically feasible. The Borrower shall not commit waste or permit others to permit actual, permissive, or constructive waste on the Property.

8. **Property Insurance.**

a. **Maintenance of Insurance.** The Borrower shall keep the Property insured against loss by fire, earthquakes, floods, hazards included within the term "extended coverage," and any other hazards for which the City requires insurance. The insurance amounts (including deductible levels) and periods and the insurance carrier shall be subject to the City's approval. Unless otherwise required by the City, all such insurance shall be effected by Standard Fire and Extended Coverage Insurance policies, in amounts not less than necessary to comply with the coinsurance clause percentage of the value applicable to the location and character of the property to be covered.

All such property insurance shall be in such form and shall have attached loss payable clauses in favor of the City. All such policies and attachments shall be delivered promptly to the City, unless they are required to be delivered to the holder of a lien of a mortgage or similar instrument to which this Mortgage is expressly subject, in which case a certificate of insurance shall be delivered to the City. The Borrower will pay any and all premiums on such insurance promptly when due.

b. **City Rights to Payment for Loss or Damage.** In the event of loss or damage to the mortgaged property, the Borrower will give to the City immediate notice of the event and the City may make and file proof of loss if not made otherwise promptly by or on behalf of the Borrower. Each insurance company issuing any such policy is authorized and directed to make payment under the policy for such loss to the Borrower and the City jointly, unless the amount of loss is payable first to the holder of a lien under a mortgage or similar instrument to which this Mortgage is expressly subject. Insurance proceeds received by the City may be applied, at the City's option, either in reduction of the indebtedness secured by this Mortgage, or to the restoration or repair of the damaged

Mortgage Property.

9. **Rights of City as Lender.** If the Borrower fails to carry out the covenants and agreements set forth in this mortgage, the City may do and pay for whatever is necessary to protect the value of and the City's rights in the property, and any amounts so paid shall be added to the Principal amount due to the City hereunder
10. **Inspection.** The City shall have the right to inspect the Mortgaged Property from time to time at any reasonable hour of the day.
11. **Acceleration upon Default.** If any condition of this Mortgage shall be in default, the entire outstanding balance of the Principal Amount shall become immediately due and payable at the option of the City. The City shall be entitled to collect all costs and expenses, including reasonable attorney's fees incurred. If the City exercises its option to require immediate payment of the balance of funds secured by this Mortgage, the City shall give Borrower notice of acceleration. This notice shall provide a period of not less than 30 days from the date the notice is delivered or mailed within which Borrower must pay all remaining sums secured by the Mortgage.

The following "events of default" will cause the Note to be immediately due and payable:

- a. The Borrower's nonperformance of any covenant, agreement, term, or condition of this Mortgage or of the Note, after the Borrower has been given due notice by the City of such nonperformance;
- b. The Borrower's failure to perform any covenant, agreement, term, or condition in any Mortgage or instrument creating a lien upon the Mortgaged Property, which lien shall have priority over the lien of this mortgage;
- c. The City's discovery that the Borrower failed to disclose in the Borrower's application for funds any fact deemed to be material by the City, or that the Borrower made any misrepresentations in the application or in any agreements entered into between the Borrower and the City (including but not limited to, the Note and this Mortgage);
- d. The sale, lease or other transfer of any kind or nature of the Mortgaged Property, or any part thereof, without the prior written consent of the City.

12. **No waiver.** No party shall be deemed to have waived any provision of this Mortgage or the exercise of any rights under this Mortgage unless such waiver is made expressly and in writing. Waiver by any party of a breach or violation of any provision of this Mortgage shall not constitute a waiver of any other subsequent breach or violation.

13. **Surrender after Default.** If the Borrower defaults, and upon demand from the City, the Borrower shall immediately surrender possession of the Mortgaged Property to the City, and the City may enter such property, rent out and collect rent from Mortgaged Property units, and apply rental income to the Indebtedness secured by this Mortgage. The City may also dispossess, by usual summary proceedings, any tenant defaulting in the payment of any rent to the City. The Borrower shall cooperate and facilitate any summary process proceedings under this paragraph.

If the Borrower continues to occupy the Mortgaged Property after default and City demand to surrender, such possession shall be as a tenant of the City, and the Borrower shall pay in advance upon demand by the City, a reasonable monthly use and occupancy fee for the premises occupied by the Borrower, and upon the failure of the Borrower to pay such monthly fee, the Borrower may also be disposed by the usual summary proceedings applicable to tenants.

This covenant shall become effective immediately upon the happening of any such default, as determined in the sole discretion of the City, who shall give notice of such determination to the Borrower; and in the case of foreclosure and the appointment of a receiver of the rents, the within covenant shall insure to the benefit of such receiver.

14. **Notice of Change of Ownership.** The Borrower will give immediate notice by certified mail, return-receipt requested, to the City of any conveyance, transfer or change in ownership of such property, or any part thereof.

15. **No Assignment of Rents.**

The Borrower will not assign the rents, if any, in whole or in part, from the mortgaged property, or any part thereof, without the prior written consent of the City.

16. **Notice.** Notice and demand or request shall be made in writing and may be served in person or by mail.

17. **Waiver of Homestead Exemption.** The Borrower hereby waives the benefit of all homestead exemptions, as to the debt secured by this Mortgage and as to any expenditure for insurance, taxes, levies, assessments, dues or charges incurred by the


City pursuant to any provision of this Mortgage.

18. **City Right to Nonjudicial Foreclosure.** This Mortgage is upon the **STATUTORY CONDITION**, for any breach of which, or for breach of any of the aforementioned provisions or conditions, the City may declare all sums secured hereby immediately due and payable, and the City shall have the **STATUTORY POWER OF SALE**.

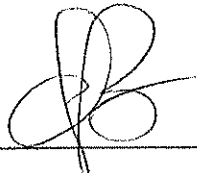
19. **Joint and several liability.** If the Borrower, as defined herein, consists of two or more parties, this Mortgage shall constitute a grant and mortgage by all of them jointly and severally, and they shall be obligated jointly and severally under all the provisions hereof and under the Note.

20. **Discharge.** Upon payment in full by the Borrower of the Note and any other instruments secured by this Mortgage, this Mortgage shall be terminated, and the City shall provide the Borrower the appropriate notice of termination.

IN WITNESS THEREOF this mortgage has been duly signed and sealed by the Borrower on or as of the day and year first above written.

BY: 

Clara Buitrago
Borrower
a/k/a Clara Diaz

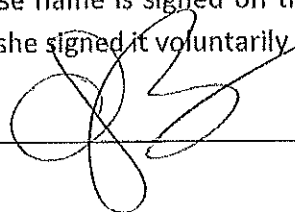


Witness

Commonwealth of Massachusetts

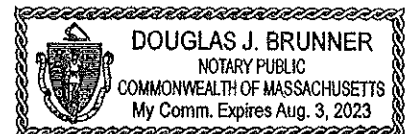
Hampden, ss
2020

On Feb 6 2020, before me, the undersigned notary public, personally appeared, Clara Buitrago aka Clara Diaz proved to me through satisfactory evidence of identification, which was drivers license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.



(Official signature and seal of notary).

Notary Public:



My Commission Expires:

The note secured by this Mortgage has:

A principal sum of \$212,468.25

A rate of interest of Zero (0%) percent.

The sum of **Two Hundred Twelve Thousand Four Hundred Sixty Eight Dollars and Twenty Five Cents** with interest thereon at a rate of Zero (0.00%) per annum, is due and payable upon sale, lease or other transfer of any kind of the above-referenced property, or any part thereof without the prior written consent of the City, other than a transfer by will or by operation of the laws of descent and distribution.

SCHEDULE A
PROMISSORY NOTE

Springfield, Massachusetts

Property Address: 1609 Dwight Street and 55 Waverly Street, Springfield, MA 01107

1. BORROWERS' PROMISE TO PAY

a/k/a Clara Diaz

In return for a loan that I have received, I, Clara Buitrago* ("Borrower"), promise to pay \$212,468.25 (this amount is called "Principal"), without interest, to the **City of Springfield**, a Massachusetts municipal corporation with a usual address of 36 Court Street, Springfield, Massachusetts 01103 ("City").

2. INTEREST

Interest will not be charged on unpaid principal.

3. TIME AND PLACE OF PAYMENTS

No monthly payments are due. If there is no default on the loan, the Principal shall be forgiven at an equal percentage rate per year until it is 100% forgiven at the end of the fifth year.

4. BORROWER'S RIGHT TO PREPAY

I have the right to make payments of principal at any time before they are due. A payment of principal only is known as a "prepayment." When I make a prepayment, I will tell the City in writing that I am doing so.

I may make a full prepayment or partial prepayments without paying any prepayment charge. The City will use all of my prepayments to reduce the amount of principal that I owe under this Note. If I make a partial prepayment, there will be no changes in the due date or in the amount of my payment unless the City agrees in writing to those changes.

6. BORROWER DEFAULT

(A) Default If I am in default of or breach of the Healthy Homes Rehabilitation Program Agreement ("Program Agreement") or the Mortgage, both dated the same date as this Note, and if I do not cure any default or breach within any applicable cure period, then I will be in default of this Note.

(B) **Notice of Default** If I am in default, the City may send me a written notice telling me that if I do not come into compliance with the Program Agreement and Mortgage by a certain date, the City may require me to pay immediately the full amount of principal I owe.

(C) **No Waiver by City** Even if, at a time when I am in default, the City does not require me to pay immediately in full as described above, the City will still have the right to do so if I am in default at a later time.

(D) **Payment of City's Costs and Expenses** If the City has required me to pay immediately in full as described above, the Note Holder will have the right to be paid back by me for all of its costs and expenses in enforcing this Note to the extent not prohibited by applicable law. Those expenses include, for example, reasonable attorneys' fees, court costs and witness fees, including but not limited to expert witness fees.

7. **GIVING OF NOTICES**

Unless applicable law requires a different method, any notice that must be given to me under this Note will be given by delivering it or mailing it by first class mail to me at the Property Address above or at a different address if I give the City a notice of my different address.

Any notice that must be given to the City under this Note will be given by mailing it by first class mail to:

Director
City of Springfield Office of Housing
1600 E. Columbus Ave.
Springfield, MA 01103

with a copy simultaneously mailed by first class mail to:

City Solicitor
City of Springfield Law Department
36 Court Street
Springfield, MA 01103

8. **OBLIGATIONS OF PERSONS UNDER THIS NOTE**

If more than one person signs this Note, each person is fully and personally obligated to keep all of the promises made in this Note, including the promise to pay the full amount owed. Any person who is a guarantor, surety or endorser of this Note is also obligated to do these things. Any person who takes over these obligations, including the obligations of a guarantor, surety or

endorser of this Note, is also obligated to keep all of the promises made in this Note. The City may enforce its rights under this Note against each person individually or against all of us together. This means that any one of us may be required to pay all of the amounts owned under this Note. This Note is binding on me and my executors, administrators, heirs, successors and assigns.

9. WAIVERS

I and any other person who has obligations under this Note waive the rights of presentment and notice of dishonor. "Presentment" means the right to require the City to demand payment of amounts due. "Notice of dishonor" means the right to require the City to give notice to other persons that amounts due have not been paid.

10. UNIFORM SECURED NOTE

This Note is a uniform instrument with limited variations in some jurisdictions. In addition to the protections given to the City under this Note, a Mortgage dated the same date as this Note protects the City from possible losses which might result if I do not keep the promises which I make in this Note. That Mortgage describes how and under what condition I may be required to make immediate payment in full of all amounts I owe under this Note. Some of those conditions are described as follows:

Due Upon Sale or Transfer. If all or any part of the Property or any interest in it is sold or transferred without the City's prior written consent, the City may, at its option, require immediate payment in full of all sums secured by the Mortgage.

Owner Occupancy. If the Borrower is an owner-occupant at the time this loan is entered into, and the Borrower ceases to live in the Mortgaged Property as his/her principal place of residence during the term of the loan, the City may, at its option, require immediate payment in full of all sums secured by the Mortgage.

Rental Unit Affordability. If the Borrower (including a Borrower who lives in one unit of a multi-unit property) rents out units in the Mortgaged Property to others, and the Borrower rents units to households with income above 80% area median income, the City may, at its option, require immediate payment in full of all sums secured by the Mortgage.

If the City exercises its option to require immediate payment of the balance of funds secured by the Mortgage, the City shall give Borrower notice of acceleration. This notice shall provide a

period of not less than 30 days from the date the notice is delivered or mailed within which Borrower must pay all remaining sums secured by the Mortgage.

EXECUTED as a sealed instrument as of the date first written above.

Clara Buitrago
Borrower
a/k/a Clara Diaz

Witness

Witness

COMMONWEALTH OF MASSACHUSETTS

HAMPDEN, SS

On this _____ day of _____, 2020, before me, the undersigned Notary Public, personally appeared the above-named _____, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledge that he signed it voluntarily for its stated purpose, and acknowledged to me that he executed the same as his free act and deed.

Notary Public
My Commission Expires:

SCHEDULE B
PROPERTY DESCRIPTION

Certain real estate situated in Springfield, Hampden County, Massachusetts, more particularly bounded and described as follows:

Beginning at the intersection of the Easterly line of Dwight Street (formerly North Street) with the Southerly line of Waverly Street, and running thence

SOUTHERLY on Dwight Street, sixty (60') feet; thence

EASTERLY in a straight line, ninety-three and 14/100 (93.14') feet to a point in the Westerly formerly of Bassett, now or recently to be of Wilfred G. Trahan, distance fifty and 82/100 (50.82') feet measuring on said Westerly line from Waverly Street; thence

NORTHERLY on said Westerly line of said Trahan, fifty and 82/100 (50.82') feet to Waverly Street; thence

WESTERLY on Waverly Street, ninety-three and 53/100 (93.53') feet to the place of beginning

Being the same premises conveyed to the mortgagor in a deed dated June 4, 2001 and recorded in the Hampden County Registry of Deeds in Book 11682, Page 22.

CHERYL A. COAKLEY-RIVERA, ESQ.
HAMPDEN COUNTY REGISTRY OF DEEDS

PROMISSORY NOTE

February 6, 2020
Springfield, Massachusetts

Property Address: 1609 Dwight Street and 55 Waverly Street, Springfield, MA 01107

1. BORROWERS' PROMISE TO PAY

In return for a loan that I have received, I, Clara Buitrago ("Borrower"), promise to pay \$212,468.25 (this amount is called "Principal"), without interest, to the City of Springfield, a Massachusetts municipal corporation with a usual address of 36 Court Street, Springfield, Massachusetts 01103 ("City").

2. INTEREST

Interest will not be charged on unpaid principal.

3. TIME AND PLACE OF PAYMENTS

No monthly payments are due. If there is no default on the loan, the Principal shall be forgiven at an equal percentage rate per year until it is 100% forgiven at the end of the 5th year.

4. BORROWER'S RIGHT TO PREPAY

I have the right to make payments of principal at any time before they are due. A payment of principal only is known as a "prepayment." When I make a prepayment, I will tell the City in writing that I am doing so.

I may make a full prepayment or partial prepayments without paying any prepayment charge. The City will use all of my prepayments to reduce the amount of principal that I owe under this Note. If I make a partial prepayment, there will be no changes in the due date or in the amount of my payment unless the City agrees in writing to those changes.

6. BORROWER DEFAULT

(A) **Default** If I am in default of or breach of the Healthy Homes Rehabilitation Program Agreement ("Program Agreement") or the Mortgage, both dated the same date as this Note, and if I do not cure any default or breach within any applicable cure period, then I will be in default of this Note.

(B) Notice of Default If I am in default, the City may send me a written notice telling me that if I do not come into compliance with the Program Agreement and Mortgage by a certain date, the City may require me to pay immediately the full amount of principal I owe.

(C) No Waiver by City Even if, at a time when I am in default, the City does not require me to pay immediately in full as described above, the City will still have the right to do so if I am in default at a later time.

(D) Payment of City's Costs and Expenses If the City has required me to pay immediately in full as described above, the Note Holder will have the right to be paid back by me for all of its costs and expenses in enforcing this Note to the extent not prohibited by applicable law. Those expenses include, for example, reasonable attorneys' fees, court costs and witness fees, including but not limited to expert witness fees.

7. GIVING OF NOTICES

Unless applicable law requires a different method, any notice that must be given to me under this Note will be given by delivering it or mailing it by first class mail to me at the Property Address above or at a different address if I give the City a notice of my different address.

Any notice that must be given to the City under this Note will be given by mailing it by first class mail to:

Director
City of Springfield Office of Housing
1600 E. Columbus Ave.
Springfield, MA 01103

with a copy simultaneously mailed by first class mail to:

City Solicitor
City of Springfield Law Department
36 Court Street
Springfield, MA 01103

8. OBLIGATIONS OF PERSONS UNDER THIS NOTE

If more than one person signs this Note, each person is fully and personally obligated to keep all of the promises made in this Note, including the promise to pay the full amount owed. Any

person who is a guarantor, surety or endorser of this Note is also obligated to do these things. Any person who takes over these obligations, including the obligations of a guarantor, surety or endorser of this Note, is also obligated to keep all of the promises made in this Note. The City may enforce its rights under this Note against each person individually or against all of us together. This means that any one of us may be required to pay all of the amounts owed under this Note. This Note is binding on me and my executors, administrators, heirs, successors and assigns.

9. WAIVERS

I and any other person who has obligations under this Note waive the rights of presentment and notice of dishonor. "Presentment" means the right to require the City to demand payment of amounts due. "Notice of dishonor" means the right to require the City to give notice to other persons that amounts due have not been paid.

10. UNIFORM SECURED NOTE

This Note is a uniform instrument with limited variations in some jurisdictions. In addition to the protections given to the City under this Note, a Mortgage dated the same date as this Note protects the City from possible losses which might result if I do not keep the promises which I make in this Note. That Mortgage describes how and under what condition I may be required to make immediate payment in full of all amounts I owe under this Note. Some of those conditions are described as follows:


Due Upon Sale or Transfer. If all or any part of the Property or any interest in it is sold or transferred without the City's prior written consent, the City may, at its option, require immediate payment in full of all sums secured by the Mortgage.

Owner Occupancy. If the Borrower is an owner-occupant at the time this loan is entered into, and the Borrower ceases to live in the Mortgaged Property as his/her principal place of residence during the term of the loan, the City may, at its option, require immediate payment in full of all sums secured by the Mortgage.

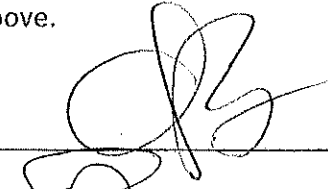
Rental Unit Affordability. If the Borrower (including a Borrower who lives in one unit of a multi-unit property) rents out units in the Mortgaged Property to others, and the Borrower rents units to households with income above 80% area median income, the City may, at its option, require immediate payment in full of all sums secured by the Mortgage.

If the City exercises its option to require immediate payment of the balance of funds secured by the Mortgage, the City shall give Borrower notice of acceleration. This notice shall provide a period of not less than 30 days from the date the notice is delivered or mailed within which Borrower must pay all remaining sums secured by the Mortgage.

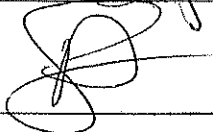
EXECUTED as a sealed instrument as of the date first written above.



Clara Buitrago,
Borrower



Witness

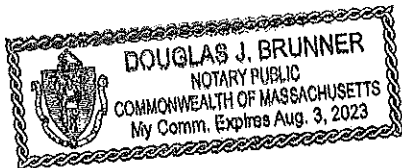


Witness

COMMONWEALTH OF MASSACHUSETTS

HAMPDEN, SS

On this 6th day of February, 2020, before me, the undersigned Notary Public, personally appeared the above-named Clara Buitrago, proved to me through satisfactory evidence of identification, which was drivers license, to be the person whose name is signed on the preceding or attached document, and acknowledge that he signed it voluntarily for its stated purpose, and acknowledged to me that he executed the same as his free act and deed.





Notary Public
My Commission Expires:

TAX CERTIFICATION AFFIDAVIT FOR CONTRACTS

Individual Social Security Number

Street Address Only: 16-09 DWIGHT ST

City/State/Zip Code: SPRINGFIELD MA 01107

Telephone Number: [Redacted] Email: _____

List address(es) of all other property owned by company in Springfield: _____

Name of Individual: CLARA BUITRAGO

You must complete the following certifications and have the signature(s) notarized on the lines below.

FEDERAL TAX CERTIFICATION

I, CLARA certify under the pains and penalties of perjury that I, to my best knowledge and belief, have complied with all United States Federal taxes required by law.

[Signature] Date: 2-24-20

CITY OF SPRINGFIELD TAX CERTIFICATION

I, CLARA certify under the pains and penalties of perjury that I, to my best knowledge and belief, have complied with all City of Springfield taxes required by law.

[Signature] Date: 2-24-20

COMMONWEALTH OF MASSACHUSETTS TAX CERTIFICATION

Pursuant to M.G.L. c. 62C '49A, I, CLARA certify under the pains and penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and have complied with all state taxes required by law.

[Signature] Date: 2-24-20

Notary Public

COMMONWEALTH OF MASSACHUSETTS

2/24/2020

,ss.

Then personally appeared before me [name] Clara Buitrago, [title] self of [company name] self, being duly sworn, and made oath that he/she has read the foregoing document, and knows the contents thereof; and that the facts stated therein are true of his/her own knowledge, and stated the foregoing to be his/her free act and deed and the free act and deed of [company name] self.

Notary Public

My commission expires:

[Signature] 12/30/2020

YOU MUST FILL THIS FORM OUT COMPLETELY AND YOU MUST SUBMIT THIS FORM WITH YOUR CLOSING DOCUMENTS.

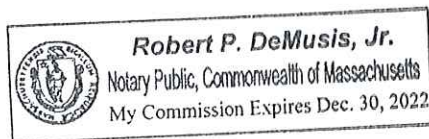


Exhibit E:
SECTION 3 CLAUSE

“All section 3 covered contracts shall include the following clause (referred to as the 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. 1701u (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 forth 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 applications 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.
- G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

PROOF OF INSURANCE (HOMEOWNERS)
 MASSACHUSETTS PROPERTY INSURANCE UNDERWRITING ASSOCIATION
 Two Center Plaza, Boston, Massachusetts 02108-1904

POLICY NUMBER

POLICY PERIOD

From 2/20/2020 To 2/20/2021

12:01 AM Standard time at the residence premises.

NAMED INSURED & MAILING ADDRESS

PRODUCER

CLARA BUITRAGO
 1609 DWIGHT ST APT 1
 SPRINGFIELD, MA 01107

CHI INSURANCE AGENCY, INC.
 DBA CHAFFEE HELLIWELL
 17 COLLEGE ST
 SOUTH HADLEY, MA 01075

THE RESIDENCE PREMISES COVERED BY THIS POLICY IS LOCATED AT:
 1609 DWIGHT ST APT 1, SPRINGFIELD, MA 01107

We will provide the insurance described in this policy in return for the premium and compliance with all applicable policy provisions.
 Coverage is provided where a Premium or Limit of Liability is shown for the Coverage.

SECTION I COVERAGES:	LIMIT OF LIABILITY	PREMIUM
A Dwelling	\$494,000	\$3,563
B Other Structures	\$24,700	
C Personal Property	\$148,200	
D Loss of Use	\$148,200	
SECTION II COVERAGES:		
E Personal Liability - each occurrence	\$500,000	\$48
F Medical Payments to Others - each person	\$1,000	
	TOTAL BASE PREMIUM	\$3,611

DEDUCTIBLE - SECTION I: \$1,000 EXCEPT NAMED STORM \$9,880 (2% of Coverage A Limit)

FORM & ENDORSEMENTS made part of this policy at the time of issue.

FP HN5P	4/18 NAMED STORM PERCENTAGE DEDUCTIBLE	-\$565
HO 00 03	10/00 SPECIAL FORM	
HO 01 20	0/01 SPECIAL PROVISIONS - MASSACHUSETTS	
HO 04 16	10/00 PREMISES ALARM OR FIRE PROTECTION SYSTEM	-\$82
	Credit 2%	
HO 04 27	4/02 LIMITED FUNGI, WET OR DRY ROT, OR BACTERIA COVERAGE	
	Section I \$10,000	
	Section II \$50,000	
HO 04 54	10/00 EARTHQUAKE	\$109
	Special Deductible 10%	
HO 04 90	10/00 PERSONAL PROPERTY REPLACEMENT COST LOSS SETTLEMENT	\$634
HO 04 95	1/09 WATER BACK-UP AND SUMP DISCHARGE OR OVERFLOW	\$102
HO 04 96	10/00 NO SECTION II LIABILITY FOR HOME DAY CARE COVERAGES	
HO 04 98	10/00 REFRIGERATED PROPERTY COVERAGE	\$10
HO 16 10	1/09 WATER EXCLUSION ENDORSEMENT	
HO 23 71	7/06 MASSACHUSETTS TENANTS RELOCATION EXPENSE	\$8
MUA TRE	12/96 MPIUA TENTATIVE RATE	
	TOTAL PREMIUM ADJUSTMENT	\$116

TOTAL ANNUAL PREMIUM \$3,727

THIS IS NOT A BILL. A FAX IC INVOICE WILL BE MAILED
 TO THE PRODUCER UNDER SEPARATE COVER WITH PAYMENT INSTRUCTIONS.

PROOF OF INSURANCE (HOMEOWNERS)
MASSACHUSETTS PROPERTY INSURANCE UNDERWRITING ASSOCIATION
Two Center Plaza, Boston, Massachusetts 02108-1904

POLICY NUMBER
[REDACTED]

POLICY PERIOD
From 2/20/2020 To 2/20/2021
12:01 AM Standard time at the residence premises.

This Proof of Insurance is subject to all terms and conditions of the Standard Policy Form as regularly used in Massachusetts and shall become void when replaced by a policy. Furthermore, this Proof of Insurance is subject to the following condition(s):

If a Restriction of Coverage Endorsement applies, the original signed form must be submitted to the Association upon receipt of this Proof of Insurance. Payment instructions outlined on the FAX IC invoice must be complied with. If the minimum due on the Fax IC Invoice is not received by the due date, the Association will issue a Notice of cancellation. Proof of Insurance issue date 2/20/2020

MORTGAGEE

SELECT PORTFOLIO ISACAVATIMA
ATTN: CUSTOMER SERVICE
PO BOX 1211
SPRINGFIELD, OH 46601
0016573472

MORTGAGEE

CITY OF SPRINGFIELD
OFFICE OF HOUSING
1600 E COLUMBUS AVE
SPRINGFIELD, MA 01103

RATING INFORMATION: 3 FAMILY Franchise TERRITORY 47 PROTECTION 02
This Proof of Insurance shall not be valid unless countersigned by us: Boston, Massachusetts 2/20/2020 Countersigned: John Cantaliga

UMAHOFAX

Homeowners - MA

FILE COPY

MASSACHUSETTS PROPERTY INSURANCE UNDERWRITING
ASSOCIATION

Two Center Plaza
Boston, Massachusetts 02108-1904
MA only [REDACTED]
Fax [REDACTED]
www.mpiua.com

TO: MPIUA Recipient
FAX NUMBER: [REDACTED]
DATE: 2/20/2020

NOTES:

Proof of Insurance
1594506
Drawer: UWMAFileNO [REDACTED]

Important Notice

This Proof of Insurance is subject to all terms and conditions of the Standard Policy Form as regularly used in Massachusetts and shall become void when replaced by a policy. A Fax IC invoice will be mailed to the Producer under separate cover. Further more, this Proof of Insurance is subject to the following condition (s):

You must return to the Association the Total Annual Premium or 25% down payment, if applicable along with the FAX IC invoice to Massachusetts Property Insurance Underwriting Association, PO BOX 981030 Boston, MA 02298-1030. If a Restriction of Coverage Endorsement applies the original signed form must accompany the premium and Proof of Insurance. If the premium is not received by the due date on the Fax IC Invoice, the Association will issue a Notice of Cancellation.

Please make sure your check is made payable and sent to:

MASSACHUSETTS PROPERTY INSURANCE UNDERWRITING
ASSOCIATION

PO BOX 981030
BOSTON, MA 02298-1030