

Office of Housing
1600 East Columbus Avenue
Springfield, MA 01103
Phone (413) 787-6500
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CITY OF SPRINGFIELD OFFICE OF HOUSING

WORK WRITE UP & SPECIFICATIONS FOR MINIMUM HOUSING QUALITY STANDARDS

OWNER:	CITY OF SPRINGFIELD	PROP REVIEW DATE:	4/2/2019
RESIDENCE:	321 TIFFANY STREET	PHONE NUMBER:	(413) 787-6500
PROJECT ADDRESS:	SAME AS ABOVE	RCS:	JOHN COLLINS

DESCRIPTION OF WORK TO BE COMPLETED

GENERAL CONDITION

General Contractor is required to inspect site to familiarize him/herself with items listed on Work Write-up and Specifications before submitting bids.

All colors to be selected by owner. All unpainted surfaces shall be primed, and loose, blistered or otherwise defective paint shall be removed, edges sanded and spot primed. Putty or spackle all nail holes, cracks and other defects.

All colors, finishes, designs and patters to be selected by owner unless otherwise specified.

The contractor shall arrange for all inspections to meet Municipal and utility Company requirements and procure and pay for all required licenses, permits, fees and certificates. All work done and materials used shall comply with the City of Springfield Building Code and the Massachusetts Electrical Code.

All work performed in a workmanlike manner and all materials shall be free of defects. All debris as a result of contract work must be removed from the premises.

All guarantees and warranties shall be in writing.

In addition to the items outlined in the specifications, the authorized Office of Housing representative interpretation will become the basis of acceptance of the work performed.

APPROVED AND ACCEPTED BY:	
DATE:	

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EXTERIOR
ROOF: A. Strip existing roof down to boarding and remove all rotten wood then cover entire roof with 1/2" CDX plyscore sheets, lay Ice and Water at the bottom and any valleys and 15 lbs. felt remainder, aluminum drip edge at gutters and rake edge, also install a ridge vent covered with the same color cap. Install new asphalt roofing shingles, self-sealing, Architectural style shingles, with any necessary new flashing. B. flat roof: Strip existing flat roof over rear porch down to boarding and cover porch roof with 1/2' fiber board with screws and plates and repair roof by installing fully adhered black .060 EPDM rubber roofing. Install 6"x6" matte black aluminum drip edge flashing.
GUTTERS: Remove and dispose of gutters from entire structure. Install all new 4" x 5" aluminum gutter, .027 gauge, Alcoa or equal. Gutter to be hung and properly pitched using Alcoa Rack System, or equal. Contractor will be responsible for exact measurement of work. Install new white aluminum conductor pipe, complete with proper elbows, straps, hooks and accessories.
WINDOWS: A. Repair windows by painting all windows to prevent deterioration due to weather. Work to consist of all necessary scraping, sanding, caulking, putty, prime painting and (1) coat of non-leading paint, Touriane or equal. Contractor <u>will</u> remove storm window <u>insert</u> and <u>will</u> paint sashes. B. Remove broken glass, clean rabbit; install new glass held in place with points and new putty under and over glass. (Include cellar and garage).
SIDING AND TRIM: Replace any missing pieces to match existing.
PAINTING: Paint all exterior walls, windows, doors and trim not cover in aluminum to prevent deterioration due to weather. Work to consist of all necessary scraping, sanding, caulking, putty, prime painting and (1) coat of non-leading paint.
FRONT STEP: Remove existing rails and install new wrought iron rails. Paint two coats non-lead materials. All work to conform to Building Code.
HATCHWAY: Rebuild bulkhead by removing doors, frame and curb. Install new concrete curb to fit and install new metal bulkhead, Bilco or equal; in accordance with manufacturer's specifications. Paint new bulkhead two coats.

INTERIOR

ASBESTOS: Remove all attic insulation including vermiculite in an E.P.A. approved manner.

CEILINGS: Repair structurally defective ceilings by removing completely and covering entire area with new sheetrock fastened to framing, using screws or ring groove sheetrock nails. Tape and seal all seams and nail heads using U.S. Gypsum, or equal, joint compound. Sand to smooth finish, paint two coats.

WALLS & TRIM: Patch and prepare all surfaces by cleaning, removing loose/flaking paint on wall surfaces and wood work, fill holes and depressions in walls, taping and floating cracks, blending in old patches, sanding and scraping of woodwork to remove loose/flaking paint and to feather out old paint edges. Prime and paint walls, using satin sheen vinyl latex paint.

DOORS:

- A. Repair all doors to work properly and replace damaged with new to match existing.
- B. Door to garage: Install pre-hung exterior door, Brosco or approved equal, insulated steel style B-1 (solid, no lite) complete with jambs, threshold, brick mould, and keyed lockset. Installation shall include the removal of existing door (if any) and the preparation of the rough opening to accept the installation of the new door.

BATH: Repair plumbing and fixtures in entire bathroom:

- A. Remove and dispose of existing floor, fixtures and piping throughout bathroom.
- B. Install complete new copper or PVC vent piping in entire bathroom. Install new traps and three shut-off valves. Prepare bathroom for installation of new fixtures.
- C. Install new bathroom fixtures complete with all associated trim. Water closet shall be American Standard or equal, free-standing reverse flush unit, with new seat.
- D. Furnish and install a bathroom vanity, complete with countertop, sink and required fittings, shut-offs, traps and waste lines, for complete installation.
- E. Install new 5' fiberglass non-slip tub, complete with shower facilities, non-scaled valve, shower rod and all associated trim. Tub to be American Standard or equal.
- F. Frame in tub if required, with new partition using 2" x 4" #1 fir (16" o.c.) with 1/2" waterproof sheetrock.
- G. Bathroom fixtures to be white.
- H. Patch floor as required, install 1/4" underlayment and new vinyl floor covering.

KITCHEN: Remove and dispose of existing sink, trap and defective piping. Install new stainless steel, drop-in sink complete with new trap, piping, shut-off valves and associated trim. Install new wooden wall and base units with Formica countertop and backsplash. Use existing cabinet lay-out.

ELECTRIC:

- A. Install new 200 AMP, 220 Volt three wire Electric Services and 16 circuit panel with plug in circuit breakers and main disconnects. Panels, meters sockets, circuit breakers to be Arrow Hart or equal. New Services to include all equipment, fittings and parts, including service ground wire and clamp for complete new installations. All new and existing circuits to tie into new panels.
- B. The Contractor will be responsible to have a licensed electrician inspect all panel boards and wiring throughout the house and correct all unauthorized, unapproved or defective wiring so as to comply with Electrical Code. Any electrical work costs resulting from this inspection will be assumed by the Housing to have been included in the Contractor's bid for same.
- C. Inspect all outlets, receptacles, switches and fixtures. Replace any defective components, to include: cracked or missing switch or outlet covers, inoperative switches or receptacles, cracked or missing "globes", resecure any loose switches, receptacles or fixtures. Bathroom receptacles shall be changed G.F.I. receptacles. Kitchen receptacles in sink area shall be changed to G.F.I.

D. Check all base board heats and replace with new.
PLUMBING: A. The Contractor will be responsible to have a licensed plumber inspect all stacks, waterlines, drains, vents and fixtures throughout the house and correct all unauthorized, unapproved or defective plumbing so as to comply with Plumbing Code. Any plumbing work cost resulting from this inspection will be assumed by the Housing to have been included in the Contractor's bid for same. B. Remove and dispose of existing hot water heater at basement level. Install new electric 80 gal. hot water heater to supply all facilities of home to 120 F.
FLOORING: A. Kitchen and bath: Repair floor by installing new vinyl inlaid applied over 1/4" underlayment, using waterproof cement. B. Replace existing carpet with new FHA approved carpet and 1/2" rebonded pad.
CELLAR: Gut water damaged paneling and ceiling tiles and replace with new.
DUMP AND PERMIT FEES

IMPORTANT NOTICE: All work contained in this document, "Work Write Up and Specifications" **MUST** be completed as part of the property rehab and included in purchaser's submitted rehabilitation plan. Specifications include **minimum housing quality standards**. Once rehab is complete, property **MUST** pass Housing Quality Standards inspection.

If there are any questions regarding work contained within this document, please contact Julisa Davila Ramos at the Office of Housing at (413) 886-5197 to coordinate a meeting with our Rehab Construction Supervisor.