

# APPENDIX H-1

## SCOPE OF WORK - REQUIRED FORMAT

A **Scope of Work** in the following format is an **Application Threshold item** for all Preservation and Rehabilitation projects. The **Scope of Work** should follow the CSI Format of the 16 Divisions of Work. The following is an example of what a typical Scope of Work might include.

### SCOPE OF WORK - RENOVATION DEVELOPMENT BUDGET

Divison	Item	Description	Total Cost
<b>1000</b>	<b>General Requirements</b>		
	Regulatory Items	Building permits	\$500
<b>2000</b>	<b>Site Work</b>		
	Demolition	Remove existing garages	\$12,000
	Site preparation	Grading	\$3,000
<b>3000</b>	<b>Concrete Work</b>		
	Concrete materials	Repair sidewalk spaulding - 5 areas	\$22,000
<b>4000</b>	<b>Masonry</b>		
	Insulation	Install new attic insulation	\$4,000
	Roofing and tiles	Repair roof tiles	\$15,000
<b>5000</b>	<b>Metals</b>		
	Metal framing	New stud walls in 4 units	\$25,000
	Metal decking	Repair 4 existing decks	\$12,000
<b>6000</b>	<b>Wood &amp; Plastics</b>		
	Rough Carpentry	Miscellaneous in 10 units	\$18,000
	Finish Carpentry	Replace cabinets in 4 kitchens	\$9,000
<b>7000</b>	<b>Thermal &amp; Moisture</b>		
	Landscaping	Sod and plantings	\$2,000
	Parking lot paving	Patch and repair parking lot	\$8,000
<b>8000</b>	<b>Doors &amp; Windows</b>		
	Wood windows	18 new windows	\$6,000
	Metal Doors	4 new doors - exterior	\$2,000
<b>9000</b>	<b>Finishes</b>		
	Drywall	Repair/replace as needed - 4 units	\$25,000
<b>10000</b>	<b>Specialties</b>		
	Carpeting	Replace all carpeting in 12 units	\$12,000
	Tile	Install new floor tile in 8 bathrooms	\$3,200
<b>11000</b>	<b>Equipment</b>		
<b>12000</b>	<b>Furnishings</b>	Install new blinds in all units	\$4,000.00
<b>13000</b>	<b>Special construction</b>		
<b>14000</b>	<b>Conveying Systems</b>	Elevator repairs	\$22,000.00
<b>15000</b>	<b>Mechanical</b>		
	Fire Protection	Install new sprinklers - hallway	\$19,000.00
	Plumbing fixtures	14 new kitchen sinks	\$4,200.00
<b>16000</b>	<b>Electrical</b>		
	Electrical service	Install new service box	\$2,000.00
	Air conditioning	14 new sleeve air conditioners	\$7,000.00
	<b>Total Renovation Hard Costs</b>		<b>\$236,900.00</b>