



Portage Metropolitan Housing Authority

Scope of Work

1347 Arcadia Drive
Brimfield, Ohio 44240
RE: Interior and Exterior Renovation

The following is the outline of exterior upgrades for this site:
See sketches for dimensions

General Project Notes:

1. Water and electric power will be available for use during working hours.
2. Space will be provided for a dumpster for debris, if necessary.
3. Bidders must view site to assess current field conditions and take accurate measurements.
4. Pre-Bid will be conducted onsite on **July 3, 2024** at 10AM
5. Bids must be received as soon as possible, but no later than **July 10, 2024**

Work Throughout Unit:

- 1) Perform all necessary drywall patching and repair work throughout unit.
- 2) Remove all existing carpet, padding, and floor trim.
- 3) Remove existing interior and exterior doors (and storm door) and replace with agency supplied doors.
 - a. Bedroom has an existing 48" closet opening that will need to be framed in to accommodate new double French-style swing doors.
 1. Framed in doors will need header cut to fit new door frame.
 - b. Bathroom closet has 30" opening that will need to be adjusted for new door.
 - c. Front Entry door is to be painted black and storm door is to be black.
- 4) Remove and replace all existing interior and exterior light fixtures.
 - a. Agency will advise on light choice.
- 5) Paint unit walls and ceilings with 2 coats of agency-supplied paint.
 - a. All doors and casing are to be painted with 2 coats of white enamel paint (agency supplied).
- 6) Replace all outlets, switches, blanks, thermostat, GFCIs, and register vents with new white materials.
- 7) Unit shall be thoroughly cleaned, including mopping and windows.

Kitchen:

- 1) Demo, remove existing cabinets, sink, range hood, and countertops.
- 2) Remove all debris from property.
- 3) Install new cabinetry (agency supplied), sink, hardware, faucet, plumbing, and countertop.
 - a. Agency will only supply cabinets, fillers, and toe kick.
- 4) Install new microwave/range hood (Color is stainless steel).
 - a. Using existing range hood 120v line and install outlet inside cabinet above stove.

Bathrooms:

- 1) Demo and replace existing tub, surround, shower, plumbing, and fixtures, toilets, bath vanities, and medicine cabinet.
- 2) Install new toilets, vanities, mirrors, exhaust fans, and lights.
 - a. Toilet shall be Penguin or comparable brand that prevents over flow.
 - b. Vanity color must match cabinetry.
 - c. Light shall match Lowe's 20 inch Origin 21 Lynnpark in brushed nickel.

Exterior:

1. All windows are to be trimmed with 4" white azek
 - a. J Channel to sit tightly against azek trim
2. Porch posts are to be removed and sidewalk demo'd and repoured from front door to drive.
 - a. Porch posts are to be poured into the sidewalk and wrapped in azek.
3. Driveway is to be overlaid with 2 inches of ODOT grade asphalt.
 - a. Smaller section of gravel next to driveway is to be prepped and paved.
4. All marked shrubbery and trees are to be removed. Evergreens are to remain.
5. Back yard is to be graded to remove all hills and humps, and holes to be filled in.
 - a. All areas that are graded are to be leveled, topsoil added where needed, and receive seed and straw.
6. Sidewalk from rear patio to door is to be formed, poured, and broom finished.
7. Garage man door is to be replaced with agency supplied door and casing.
 - a. Door and casing and brick mould to be painted with agency supplied paint.
8. Address plate is to be installed on the front of house.
9. Flower beds are to be edged and mulched.
10. Fence in back yard to be removed and holes filled, seeded, and covered with straw.
11. Entire house and garage are to be cleaned and pressure washed.

Contractor (or subcontractor) must agree to the following:

- a) Contractor (or subcontractor) shall not to smoke near the site as all Public Housing sites are Smoke Free. b) Contractor (or subcontractor) must agree to the Drug Free policy.
- c) Contractor agrees to hold harmless the PMHA for any injuries or accidents suffered as a result of his own negligence or poor judgment of its employees in the execution of their work and additionally agrees to assume those obligations and liabilities customarily assumed by one holding a position as an Independent Contractor (Subcontractor).
- d) Contractor agrees to contact the PMHA, in advance, if a completion date cannot be met.
- e) Contractor hereby agrees that it is an Equal Opportunity Employer and all employees are hired without regard to their race, color, age, creed, sex, handicap or national origin.

This is a Davis Bacon/Prevailing Wage project and will be subject to Portage County, Ohio Davis Bacon Residential wage rates (See included wage decision. Wage Rates are subject to change based on classification, and if additional classifications are required). Licensing and permits are the responsibility of the bidding contractor

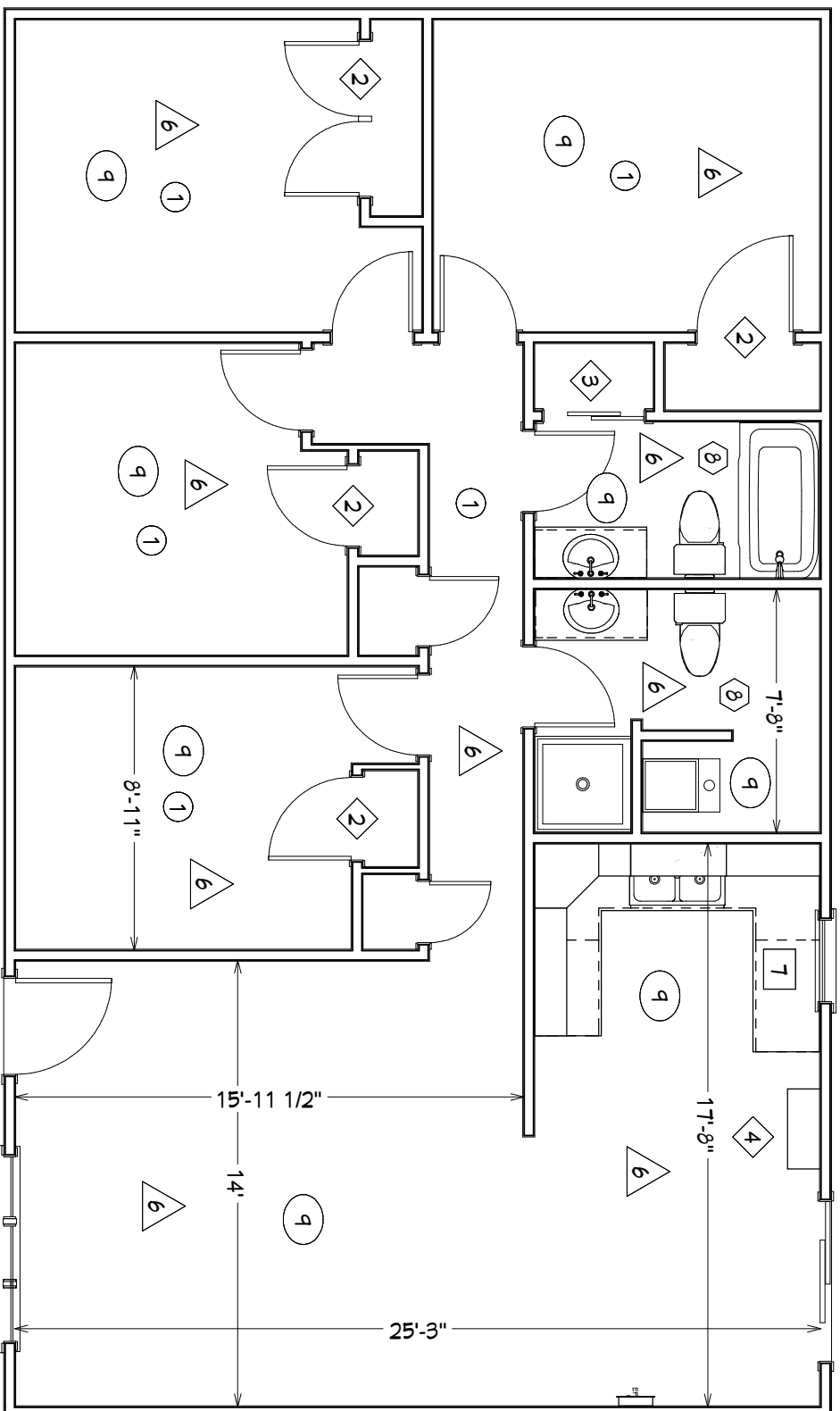
All questions about this project should be directed to:

Wes Ransom

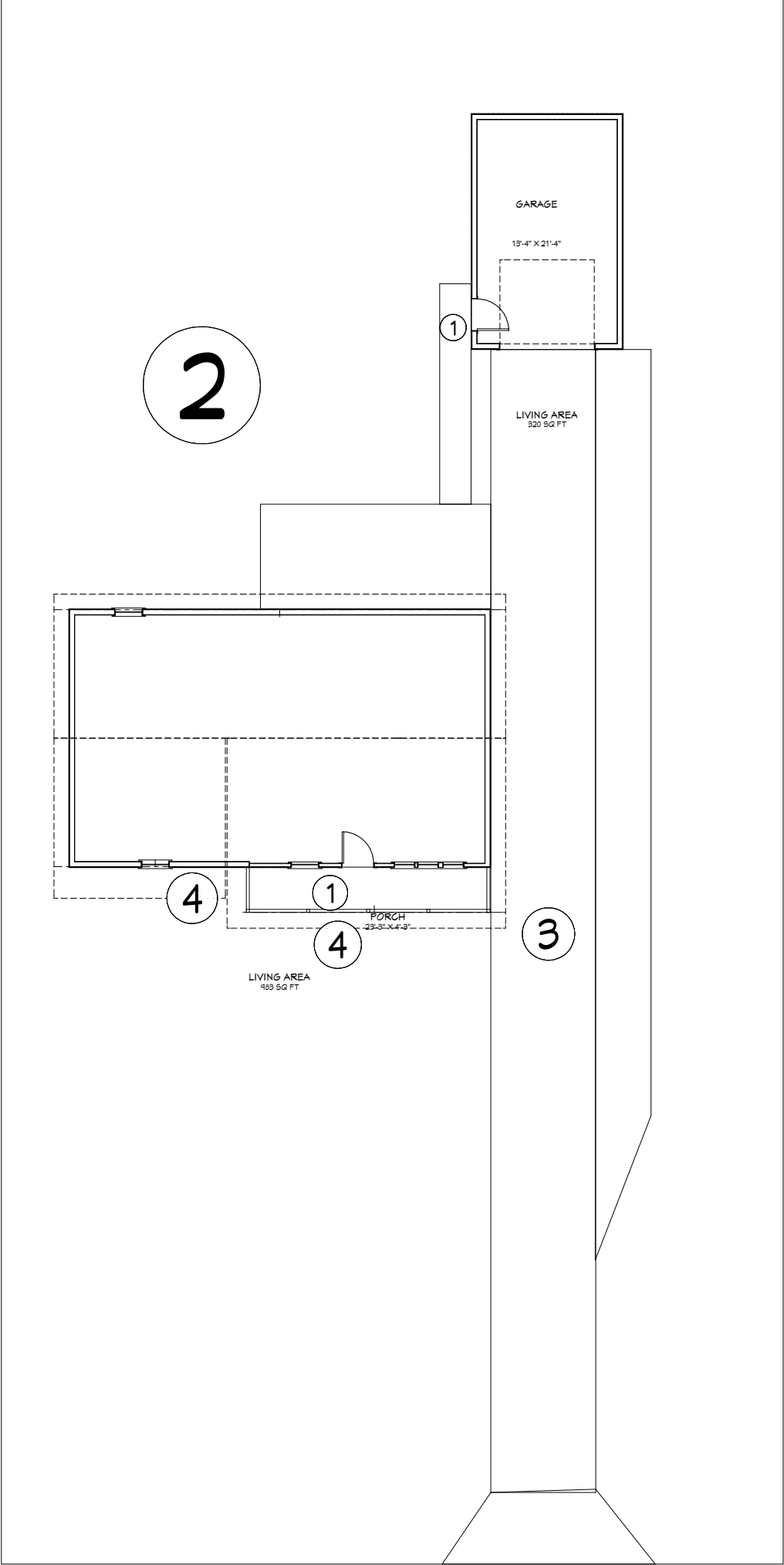
Office: (330) 297-1489 Ext. 222

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Email: wransom@portagehousing.org



- ① Remove carpet, padding, tack strips, transitions, and baseboard trim.
- ② Headers in closet openings will need to be cut to accommodate swing doors.
- ③ Headers in closet openings will need to be cut to accommodate sliding slab doors.
- ④ 120V line to range hood will need to be moved up inside cabinet and 120V outlet added for new microwave.
- ⑤ Walls are to be repaired to level 4 finish. Walls, ceilings, door and window casing to be painted with 2 coats of agency supplied paint.
- ⑥ Cabinetry and countertops to be removed. Agency will supply cabinets, fillers, and toe kick only.
- ⑦ Vanity, toilet, tub/surround, and standing shower to be demo'd and replaced with new
- ⑧ All outlets, switches, cover plates, thermostat, smoke detectors, and CO detectors to be replaced with white in kind. Light fixtures shall be LED and style selected by agency.



Exterior Callout Legend

- ① Remove existing sidewalk @front door. Form, pour, and broom finish new sidewalk
- ② Remove marked trees and shrubbery. Grade yard to be level, removing large hills ruts
- ③ Overlay existing asphalt concrete driveway and gravel addition wit ODOT grade asphalt.
- ④ Remove existing mulch. Edge and install new mulch.