Work Write-Up

206 Unit 1, 208 Unit 2 Squantum St.

\* SPECS \*

Dated: 8/24/2023

**CUSTOMER INFORMATION**

Ng, Ying

206-208 West Squantum Street, Quincy, MA 02171

(617) 669-9888

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**PREPARED BY**

Doug Desmarais

978-790-1250



**Location: General Requirements**

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| --- | --- | --- | --- |
| **General Requirements** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **1 - OWNER ACCEPTS SCOPE OF WORK**  (*55.00000*) |  |  |  | | The undersigned applicant(s) certifies that he/she has participated in the development of this Work Write Up (WWU). After careful review, the applicant understands and accepts the work described on each page of this WWU. x\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ Applicant Date | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **2 - CONTRACTOR ACCEPTS SCOPE OF WORK**  (*55.00250*) |  |  |  | | The undersigned contractor certifies that he/she has carefully reviewed the work described in this Work Write Up (WWU) and agrees to perform the work described on each page of this WWU.  x\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ Contractor Date | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **3 - REHAB SPECIALIST- SCOPE OF WORK**  (*55.00500*) |  |  |  | | The undersigned Rehab Specialist certifies that he has written and reviewed with the applicant the work described in this Work Write Up (WWU). xC:\Users\SZou\Desktop\doc02446620160909163607.jpg 8/24/2023 Rehab Specialist Date | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **4 - OWNER'S FINISH SELECTIONS**  (*55.00750*) |  |  |  | | The owner shall select finish, colors, styles & types of materials from in stock options pertaining to specs. The contractor should submit to the Construction Manager, a list initialed by both the contractor and the homeowner of the agreed upon colors, styles and types of materials prior to job start. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **5 - ENVIRONMENTAL REHAB**  (*55.01000*) |  |  |  | | 1. Use this work write up (WWU) in conjunction with the lead report. Any lead hazards not in this WWU is the responsibility of the contractor to Delead without additional costs. 2. Interior and exterior to be either spot painted or fully painted, per spec, with two coats of self priming paint, color to match as close as possible to existing paint. 3. All rotted wood to be replaced prior to painting. 4. Use like profile on any woodwork being replaced. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **6 - OWNER'S RESPONSIBILITIES**  (*55.01250*) |  |  |  | | The owner shall provide: 1. The unit empty of any persons during the Deleading process.  2. Utilities, Hot water, and sanitary facilities. 3. All packing of breakable and valuable items; and moving of any furniture required by Deleading contractors. 4. Full Access of all areas to be Deleaded. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **7 - SECURE SITE**  (*55.01500*) |  |  |  | | After the relocation of the occupants, the contractor shall assume responsibility for securing the site against theft, vandalism, fire and other dangers. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **8 - WORKMANSHIP STANDARDS**  (*55.02000*) |  |  |  | | 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 and will be held responsible for any damage caused by them. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **9 - CONSTRUCTION DEFINITIONS**  (*55.02250*) |  |  |  | | "Install" means to purchase, set up, test and warrant a new component. "Replace" means to remove and dispose of original material, purchase new "like" 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.  The following pertain to Deleading specs. SCR = scrape, MI = make intact, AB5' = above five feet, REP = replace, REM = remove, COV = cover, ENC = encapsulate, DR = door, WIN = window, CAB = cabinet | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **10 - NEW MATERIALS REQUIRED**  (*55.02500*) |  |  |  | | All materials used in connection with this Work Write Up (WWU) are to be new, of first quality and without defects - unless stated otherwise or pre-approved by Owner and Construction Manager. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **11 - SUBSTITUTION APPROVAL PROCESS**  (*55.02750*) |  |  |  | | Any requests for substitutions of specified items shall include: the manufacturer's specifications; full installation instructions and warranties and must be approved prior to the submission of quote/bid. The agency will notify the contractor of decision prior to bid submission deadline. It is recommended that the contractor submit substitutions for approval prior to attending quote/bid walk through. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **12 - VERIFY QUANTITIES/MEASUREMENTS & TOTAL COST**  (*55.03000*) |  |  |  | | This Work Write Up will serve as the quote/bid sheet packet. The bidder is responsible for providing unit pricing and total pricing for each spec item and providing subtotals based on the location of the work to be completed; unit totals if the project includes more than one dwelling unit; and the Address Grand Total detailing the cost of the entire job. The City of Quincy will verify all bids and bid pricing will be determined based upon the summation of the unit price and total pricing for each spec item. If a discrepancy exists between the bidders line item unit pricing and subtotals/unit total/or project total, the bid price will be based on the multiplication and summation of the spec unit pricing and subtotals, respectively. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **13 - CONTRACTOR PRE-QUOTE/BID SITE VISIT**  (*55.03250*) |  |  |  | | The contractor must inspect the property on day, date, and time determined by quote/bid invite only. No quotes/bids will be accepted from absentee contractors. Submission of a quote/bid is presumptive evidence that the contractor has thoroughly examined the site and is conversant with the requirements of the local jurisdiction. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **14 - ALL PERMITS REQUIRED**  (*55.03500*) |  |  |  | | The contractor shall apply for, pay for, and obtain all the necessary permits including the 10 day Deleading notices prior to the start of any job. Final payment will not be released until all required permits have been signed off on by the proper inspector. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **15 - MA/FEDERAL REGULATIONS, MANUFACTURER'S SPECS AND MA CODE PREVAIL**  (*55.03750*) |  |  |  | | Contractor will adhere to MA and Federal Deleading/Asbestos regulations. All materials shall be installed in full accordance with the manufacturer's specifications for working conditions, surface preparation, methods, protection and testing. All work performed will be equal to or greater than the MA state building code requirements. These specs are intended to provide the basis for proper completion of the work suitable for the intended use of the owner. Anything not expressly set forth but is reasonably implied or necessary for proper performance of the project shall be included. | | | | | | | |
| ***Subtotal for General Requirements*** | | |  |

**Location: Common Area A Side**

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| --- | --- | --- | --- |
| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **16 - DOOR TRIM--COIL**  (*66.04750*) | 2 |  |  | | Mark "Lead Paint" on every piece of trim. Enclose trim with .027 white aluminum formed on a machine brake with tight lap joints, folded hem edges and accurately fitted connections. Back caulk all seams with 25 year silicone. Flash head joints to create a weathertight seal. | | | | | | | |

**Location: Common Area B Side**

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| --- | --- | --- | --- |
| **Healthy Homes** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **17 - STORM DOOR--ALUMINUM**  (*35.06000*) | 1 |  |  | | B: Replace storm door with an aluminum combination storm and screen door with baked enamel aluminum finish including top chain and closer. Client to pick style and color with a price allowance of $400.00 | | | | | | | |

**Location: Common Area 2nd Floor A Porch**

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| --- | --- | --- | --- |
| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **18 - DOOR JAMB NON FRICTION--MI**  (*66.03500*) | 2 |  |  | | Using sharpened scrapers, remove all loose peeling paint. Minimize dust generation by covering scraper head with moistened cloth. Spot paint with two coats of self priming paint. | | | | | | | |

**Location: Common Area 2nd Floor C Porch**

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| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **19 - DOOR EDGE--SCR**  (*66.02750*) | 1 |  |  | | A2: Using sharpened, flat scrapers, remove paint from door edge to bring into compliance by continuously misted wet scraping. Minimize dust generation by covering scraper head with moistened cloth. MI rest of door as needed. Paint with two coats of self priming paint. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **20 - DOOR JAMB FRICTION--SCR**  (*66.03750*) | 1 |  |  | | A2: Using sharpened, flat and curved scrapers remove all paint. Continuously west mist and cover scraper head with a moistened cloth to minimize dust. Paint with two coats of self priming paint to match. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **21 - TRIM, JOISTS, --COIL**  (*66.13000*) | 1 |  |  | | Mark "Lead Paint" every 10 linear feet. Enclose trim with .027 white aluminum formed on a machine brake with tight lap joints, folded hem edges and accurately fitted connections. Back caulk all seams with 25 year silicone. Flash head joints to create a weathertight seal. | | | | |  | | | | | | | |
| ***Subtotal for Lead*** | | |  |

**Location: Common Area Staircase 1st to Basement**

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| --- | --- | --- | --- |
| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **22 - DOOR EDGE--SCR**  (*66.02750*) | 1 |  |  | | Using sharpened, flat scrapers, remove paint from door edge to bring into compliance by continuously misted wet scraping. Minimize dust generation by covering scraper head with moistened cloth. MI rest of door as needed. Paint with two coats of self priming paint. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **23 - DOOR JAMB FRICTION--SCR**  (*66.03750*) | 1 |  |  | | Using sharpened, flat and curved scrapers remove all paint. Continuously west mist and cover scraper head with a moistened cloth to minimize dust. Paint with two coats of self priming paint to match. | | | | | | | |
| ***Subtotal for Lead*** | | |  |

**Location: 206 Unit 1 Entire Interior**

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| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **24 - PREP/FINAL CLEAN/DUMPSTER**  (*55.04500*) | 1 |  |  | | Prior to de leading, post job site signage and secure lead hazard reduction sites. Pre-clean floors, window sills, window troughs and other areas of dust build-up with a HEPA vacuum. Seal all floors with two continuous layers of 6 mil. polyethylene sheeting. Close and seal HVAC registers with polyethylene sheeting. Wrap all furniture, cabinetry and fixed appliances with polyethylene sheeting and tape to create an airtight seal.   Use lead safe work practices. Provide a dumpster (if needed) and remove from site all construction materials, tools and debris. Rake and sweep clean all exterior work areas. Vacuum and mop all interior work areas, removing all visible dust, stains, labels and tags. Final payment will not be released until property is cleaned and passes a visual dust clearance and a letter of Full Deleading Compliance is issued. | | | | | | | |

**Location: 206 Unit 1 Room 1**

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| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **25 - DOOR--FIBERGLASS PRE HUNG--REP**  (*66.03000*) | 1 |  |  | | D: Remove, wrap in polyethylene sheeting and dispose of door, frame and casing. Replace entrance door with a ENERGY STAR certified, insulated, prehung fiberglass door with a locking passage set and double cylinder dead bolt. Include interior and exterior casing, three 4"x 4" butt hinges, weatherstripping, and interlocking threshold. Paint with two coats of self priming paint. Door to have a price allowance of $600.00. lockset to have price allowance of $75.00. Match casings and paint/stain as close to existing as possible. Match and damaged floor tile to existing as much as possible. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **26 - WINDOW SILL-- SCR/MI TRIM**  (*66.15750*) | 3 |  |  | | Using sharpened, flat and curved scrapers remove all paint from sills then Mi trim. Continuously wet mist and cover scraper head with a moistened cloth to minimize dust. Paint with two coats of self priming paint. | | | | | | | |
| ***Subtotal for Lead*** | | |  |

**Location: 206 Unit 1 Room 2**

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| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **27 - WINDOW SILL-- SCR/MI TRIM**  (*66.15750*) | 3 |  |  | | Using sharpened, flat and curved scrapers remove all paint from sills then Mi trim. Continuously wet mist and cover scraper head with a moistened cloth to minimize dust. Paint with two coats of self priming paint. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **28 - WINDOW LOWER SILL--REP**  (*66.16500*) | 1 |  |  | | Remove, wrap in polyethylene sheeting and dispose of lower window sill. Replace window sill with 3/4'" birch plywood. Add a bullnosed pieces of pine to front edge. Paint with two coats of self priming paint. | | | | |  | | | | | | | |
| ***Subtotal for Lead*** | | |  |

**Location: 206 Unit 1 Bathroom**

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| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **29 - DOOR EDGE--SCR**  (*66.02750*) | 1 |  |  | | Using sharpened, flat scrapers, remove paint from door edge to bring into compliance by continuously misted wet scraping. Minimize dust generation by covering scraper head with moistened cloth. MI rest of door as needed. Paint with two coats of self priming paint. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **30 - DOOR JAMB FRICTION--SCR**  (*66.03750*) | 1 |  |  | | Using sharpened, flat and curved scrapers remove all paint. Continuously west mist and cover scraper head with a moistened cloth to minimize dust. Paint with two coats of self priming paint to match. | | | | | | | |
| ***Subtotal for Lead*** | | |  |

**Location: 206 Unit 1 Room 3**

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| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **31 - DOOR JAMB FRICTION--SCR**  (*66.03750*) | 1 |  |  | | Using sharpened, flat and curved scrapers remove all paint. Continuously west mist and cover scraper head with a moistened cloth to minimize dust. Paint with two coats of self priming paint to match. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **32 - WINDOW SILL-- SCR/MI TRIM**  (*66.15750*) | 2 |  |  | | Using sharpened, flat and curved scrapers remove all paint from sills then Mi trim. Continuously wet mist and cover scraper head with a moistened cloth to minimize dust. Paint with two coats of self priming paint. | | | | | | | |
| ***Subtotal for Lead*** | | |  |

**Location: 208 Unit 2 Entire Interior**

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| --- | --- | --- | --- |
| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **33 - PREP/FINAL CLEAN/DUMPSTER**  (*55.04500*) | 1 |  |  | | Prior to de leading, post job site signage and secure lead hazard reduction sites. Pre-clean floors, window sills, window troughs and other areas of dust build-up with a HEPA vacuum. Seal all floors with two continuous layers of 6 mil. polyethylene sheeting. Close and seal HVAC registers with polyethylene sheeting. Wrap all furniture, cabinetry and fixed appliances with polyethylene sheeting and tape to create an airtight seal.   Use lead safe work practices. Provide a dumpster (if needed) and remove from site all construction materials, tools and debris. Rake and sweep clean all exterior work areas. Vacuum and mop all interior work areas, removing all visible dust, stains, labels and tags. Final payment will not be released until property is cleaned and passes a visual dust clearance and a letter of Full Deleading Compliance is issued. | | | | | | | |

**Location: 208 Unit 2 Room 1**

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| --- | --- | --- | --- |
| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **34 - DOOR EDGE--SCR**  (*66.02750*) | 1 |  |  | | B: Using sharpened, flat scrapers, remove paint from door edge to bring into compliance by continuously misted wet scraping. Minimize dust generation by covering scraper head with moistened cloth. MI rest of door as needed. Paint with two coats of self priming paint. | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **35 - DOOR JAMB FRICTION--SCR**  (*66.03750*) | 1 |  |  | | B: Using sharpened, flat and curved scrapers remove all paint. Continuously west mist and cover scraper head with a moistened cloth to minimize dust. Paint with two coats of self priming paint to match. | | | | | | | |
| ***Subtotal for Lead*** | | |  |

**Location: 208 Unit 2 Room 2**

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| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **36 - DOOR JAMB FRICTION--SCR**  (*66.03750*) | 1 |  |  | | B: Using sharpened, flat and curved scrapers remove all paint. Continuously west mist and cover scraper head with a moistened cloth to minimize dust. Paint with two coats of self priming paint to match. | | | | | | | |

**Location: 208 Unit 2 Hall 3**

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| **Lead** | **Quantity** | **Cost/Units** | **Total** |
| |  |  |  |  | | --- | --- | --- | --- | | **37 - BASEBOARD--MI**  (*66.00500*) | 1 |  |  | | Using sharpened, flat and curved matching scrapers, remove all loose peeling paint. Minimize dust generation by covering scraper head with moistened cloth. Spot paint with two coats of self priming paint. | | | | | | | |

|  |  |
| --- | --- |
| **Total** |  |

OWNER ACCEPTS SCOPE OF WORK

I have read the contents of this work write up and received a copy. I fully understand the repairs to be made to

my property.

x\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_

Owner: Date

CONTRACTOR ACCEPTS SCOPE OF WORK

I have read the contents of this work write up and agree to perform all work called for in accordance with the

bid submitted on \_\_\_\_\_\_\_\_\_\_.

x\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_

Contractor Date

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Construction Specialist Date