

**CITY OF NORTH MIAMI
NEIGHBORHOOD STABILIZATION PROGRAM
REHABILITATION AGREEMENT**

THIS AGREEMENT is made and entered into this _____ by and between the following parties: The **City of North Miami**, a Florida municipal corporation, having its principal office at 776 N.E. 125th Street, North Miami, FL 33161 referred to as “City” or “Property Owner”, and **Tru-Green Construction , Inc.** referred to as the “General Contractor”, having its principal place of business at 4952 NW 7th Avenue Ste. 6 Miami, Florida 33127 collectively referred to as “Parties”, regarding rehabilitation of the real property legally described as:

Lot 34, Block 8, of **GRIFFING BISCAYNE PARK ESTATES**, according to the Plat thereof, as recorded in Plat Book 5, at Page 107, of the Public Records of Miami-Dade County, Florida, a/k/a 401 NE 121 Street, North Miami, Florida 33161 (subject property)

WITNESSETH:

The City owns certain property located at **401 NE 121st Street, Apt 201 North Miami, Florida 33161**, referred to as the “Property”, which is in need of rehabilitation construction work to comply with certain building codes applicable to the City of North Miami Neighborhood Stabilization Program’s Policies and Guidelines, referred to as the “NEIGHBORHOOD STABILIZATION PROGRAM”.

The General Contractor is the person, firm or corporation, with whom this Rehabilitation Agreement is being made directly or through accredited representatives, and who is primarily liable for the acceptable performance of the construction related work provided for in this Rehabilitation Agreement as well as for the payment of all legal debts pertaining to the work; and the General Contractor is licensed by all necessary State, County and local entities to engage in the construction and contracting business.

The City of North Miami, referred to as the “City” or as the “Property Owner”, is hereby authorized to assure that the work is performed as specified in this Rehabilitation Agreement and completed in accord with the policies and guidelines of its Neighborhood Stabilization Program, the City’s Green Residential Rehabilitation Standards, local Land Development Regulations and Federal and State laws.

In consideration of the mutual promises, covenants and agreements, and other good and valuable considerations, the receipt of which is acknowledged, the parties agree as follows:

GENERAL CONDITIONS:

1. Rehabilitation Agreement Documents: The Rehabilitation Agreement Documents consist of:
 1. Rehabilitation Agreement
 2. Exhibit 1 – NSP Rehabilitation Specifications
 3. Work Items Specifications and Drawings, and all other Addenda affixed prior to, and all written Modifications and Change Orders issued after, execution of the Rehabilitation Agreement.

The Rehabilitation Agreement Documents also include all provisions of the City of North Miami Neighborhood Stabilization Program Policies and Guidelines and the City's Green Housing Rehabilitation Standards incorporated herein and made a part of this Agreement by reference.

2. Scope of Work: The General Contractor shall furnish all material and labor required including the payment of all required permits, fees and taxes in connection with the work identified in Exhibit 1 (Scope of Work), and formal, written and approved amendments thereto.
3. Compensation: The General Contractor shall be paid for the completion of the specified work to be performed in connection with the Project, the total sum of **Fifty-Two Thousand Eight Hundred Fifty Dollars and 00/100 Cents (\$52,850.00)** unless said compensation is otherwise amended by an approved Change Order. Compensation shall be paid by a City of North Miami check drawn on a local lending institution, and said check shall be issued solely in the name of the Painting Contractor.
4. Time of Performance: The General Contractor shall complete the above-described work within thirty (30) working days from the effective date of the Notice to Proceed to be provided at or in connection with the Pre-construction Conference. Work must commence within ten (10) days of issuance of the Notice to Proceed and must be steadily performed thereafter through to the completion of the contract.
5. Pre-construction Conference: The General Contractor agrees to attend the Pre-construction Conference conducted by the City prior to the commencement of work. The General Contractor shall provide at or prior to the Pre-construction Conference evidence of license(s), waiver of lien(s), insurance, and other information as may be required in connection with the Neighborhood Stabilization Program.
6. Right to Stop the Work: If the General Contractor fails to correct defective work as determined by the City or persistently fails to carry out the work in accord with the Rehabilitation Agreement Documents, the City, by a written order may order the General Contractor to stop the work, or any portion thereof, immediately upon receipt of the notice, until the cause for such written order has been eliminated.
7. Right to Carry Out the Work: If the General Contractor defaults or neglects to carry out the work in accord with the Rehabilitation Agreement Documents, and fails within three (3) working days after receipt of written notice from the City to commence and continue correction of such default or neglect with diligence and promptness, the City may, after five (5) calendar days following receipt by the General Contractor of an additional written notice, and without prejudice to any other remedy the City may have, make good such deficiencies. In such a case, an appropriate Change Order shall be issued deducting from the payments then or thereafter due to the General Contractor the cost of correcting such deficiencies, including compensation for the additional costs incurred by the City, if any, made necessary by such default, neglect or failure. If the payments then or thereafter due the General Contractor are not sufficient to cover such amount, the General Contractor shall pay the difference to the City.
8. Site Inspections: The City shall visit the site at intervals appropriate to the stage of progress on the rehabilitation construction work to become generally familiar with the progress and quality of the work and to determine in general if the work is proceeding in conformance with the Rehabilitation Agreement Documents. However, the City shall not be required to make exhaustive or continuous on-site inspections to check the quality or progress of the work.

9. Quality Control: The City shall oversee quality control in the charge of construction means, methods, techniques, sequences or procedures, for safety precautions and program performance in connection with the work at the Project, but the City shall not be responsible for the Painting Contractor's failure to carry out the work in accord with the Rehabilitation Agreement Documents.
10. Change Order Processing and Approvals: Any changes in the Rehabilitation Agreement for unforeseen work or conditions at the time of execution of the Rehabilitation Agreement related to quantities of labor, materials, and equipment, especially for changes affecting cost or time of performance, shall be covered by a written Change Order. The Change Order shall be issued by the City, which said fully executed Change Order shall then constitute an addendum or modification to the original Rehabilitation Agreement.

Any such changes shall be made only when and where determined necessary and desirable in the sole opinion of the City. Where approved Change Orders diminish the cost of the work specified in the Rehabilitation Agreement, such changes or alterations shall not constitute a claim for damages or anticipated profits. In determining the cost of items deleted or added that diminish or increase the scope of work specified in the Rehabilitation Agreement Documents, the parties to the Rehabilitation Agreement shall use those prices already stipulated therein or otherwise consistent with the intent and reasonably inferable from the Rehabilitation Agreement Documents; and if not set forth therein or otherwise reasonably inferable thereto, fair prices shall be determined by mutual agreement between the parties to the Rehabilitation Agreement, upon the recommendation of and approval by the City.

11. Payment Processing and Approvals: The City shall review all payment applications submitted by the Painting Contractor, whether a partial or final payment request, and shall then make on the approval and issuance of payment. The City shall conduct inspections to determine the dates of partial completion and final completion of work. Based on the observations and evaluations of the City's Housing Inspector, the City shall determine the amount due to the General Contractor on its payment application and shall process a payment request for the work at the Project found acceptably installed and in place. The City shall process a final payment request upon performing its final inspection and its determination that the General Contractor has fully complied with the requirements of the Rehabilitation Agreement Documents. In conjunction with this determination, the City shall process the final payment request.

In the event that the City, in performing its final inspection determine that work, or a portion of work, does not meet the requirements of the Rehabilitation Agreement Documents, then, in such a case, the City shall issue a "Punch List" to the General Contractor enumerating the work items found to be unacceptable or deficient, and shall withhold approval of the final payment request, or on portions thereto, until all work so questioned is found acceptable by the City. Upon said determination, the City shall process the final payment request for the Project.

12. Painting Contractor's Responsibilities: The General Contractor shall supervise, direct and otherwise be solely responsible for the rehabilitation construction work being performed at the Project. The General Contractor shall be solely responsible for all construction means, methods, techniques, sequences and procedures, and shall coordinate all portions of the work, except as otherwise provided in this agreement.

The General Contractor shall attend the Pre-construction Conference to be conducted by the City, as further described in this agreement, and upon completion of the Pre-construction Conference, the General Contractor shall forward all instructions, communications and requests pertaining to the work at the Project to the City.

The General Contractor shall be responsible to the City for the acts and omissions of the Painting Contractor's employees, its subcontractors and their employees, and any other persons, agents or firms performing any of the work or furnishing any supplies and materials at the Project under a contract, subcontract or any other agreement with the General Contractor or its subcontractors. The General Contractor shall at all times enforce strict discipline and good order among the Painting Contractor's employees and its subcontractors and their employees, and shall not employ on the work any unfit person or entity, or anyone not skilled in their assigned task. None but skilled foremen and workmen shall be employed on any portion of the work requiring special qualifications.

The General Contractor shall not be relieved from its obligations to perform the work in accord with the Rehabilitation Agreement Documents either by the activities or duties of the City in its administration of the Rehabilitation Agreement, or by inspections, tests or approvals required or performed in connection with the work by persons other than the Painting Contractor.

The General Contractor shall be responsible for all other terms and conditions pertaining to the General Contractor in accordance with this agreement, which shall include, but not be limited to the following:

- (1) Correlation of Work: At the time of execution of the Rehabilitation Agreement the General Contractor shall carefully study and compare the Rehabilitation Agreement Documents to its examination and verification of site conditions, and shall no later than at the time of the Pre-construction Conference report to the City any error, inconsistency or omission that it discovers, which shall require the interpretation by the City and may require the issuance of a Change Order. The General Contractor shall not be liable to the City for any damage resulting from any such errors, inconsistencies or omissions in the Rehabilitation Agreement Documents; provided, that the General Contractor promptly reports its findings to the City, who shall be responsible for making the final determination. The General Contractor shall perform no portion of the work at any time not identified in Rehabilitation Agreement Documents or where required, by approved shop drawings, product data or samples for such portion of the work. No portion of the work requiring submission of a shop drawing, product data or sample shall be submitted to the Building Official until the submittal has been reviewed and approved by the City for consistency with the Rehabilitation Agreement Documents. All such portions of the work so performed shall be in accordance with approved submittals.
- (2) Royalties and Patents: The General Contractor shall pay all royalties and license fees, shall define all suits or claims for infringement of any patent rights and shall save the City harmless from loss on account thereof. If the General Contractor has reason to believe that the design process or product selected in connection with the work is an infringement of a patent, the General Contractor shall promptly so inform the City and await its determination before proceeding with the execution of the design process or the ordering and installation of the product.
- (3) Insurance: The General Contractor shall maintain full Worker's Compensation and Employer's Liability Insurance coverage in the minimum amount as set forth in this agreement for all workers contributing to the execution of the rehabilitation construction work at the Project. Furthermore, the General Contractor shall maintain Public Liability Insurance and Property Damage Insurance coverage in the maximum obtainable amount as set forth in this agreement. The General Contractor shall furnish the City with satisfactory proof of such insurance before the commencement of work at the Project. The

General Contractor shall carry said insurance in force during the time of performance for the work provided in connection with the Rehabilitation Agreement or until said work is fully completed, whichever is the longest period. The minimum amount of said insurance coverage shall be as follows:

1. Worker's Compensation and Employer's Liability Insurance: With a minimum limit for Worker's Compensation as established pursuant to Florida Statutes, and with a minimum limit of \$500,000.00 for Employer's Liability.

The General Contractor shall provide proof of such insurance before the commencement of the work and should notify its insurance carrier to provide the City of North Miami a thirty (30) day written notice by the carrier of any cancellation of the policy.

2. Owner and Contractor Protection Liability Insurance: With minimum limits of \$100,000.00 each accident/\$300,000.00 each occurrence/\$50,000.00 property damage.

The General Contractor shall provide a certificate of insurance for the said insurance before the commencement of work, which must contain the following:

- ✓ The name of insurance carrier(s);
- ✓ The effective date and expiration dates of policies;
- ✓ The interests of the Property Owner(s) and the City of North Miami as additional named insured and specifying the address of the Project;
- ✓ A provision for a 30-day written notice by the carrier of any cancellation or material change in any policy.

3. Subcontractor Insurance: Is recommended to the Painting Contractor. The General Contractor is advised to require all of its subcontractors to provide the aforementioned coverage as well as any other coverage's that the General Contractor may consider necessary, and any deficiency in the coverage's or policy limits of any subcontractors will be the sole responsibility of the Painting Contractor.

13. Permits, Fees and Taxes: The General Contractor shall secure and pay for all applicable building permits, and shall secure and pay for all other permits and governmental fees, licenses and inspections necessary for the proper execution and completion of the work which are customarily secured after execution of the Rehabilitation Agreement and which are legally required at the time bids are received. The General Contractor shall pay all sales, consumer, use and other similar taxes for the work done in connection with the Project by the General Contractor which are legally enacted at the time bids are received, whether or not yet effective.

14. Use of Site: The General Contractor shall have access to the site to perform work in connection with the Project as further described in this agreement, and shall reasonably coordinate all of its operations with and secure approval from the City before using any portion of the site. The General Contractor shall confine operations at the site to areas permitted by law, ordinances, permits, and the Rehabilitation Agreement Documents, and shall not unreasonably encumber the site with any materials or equipment.

15. Workmanship, Labor and Materials: The rehabilitation construction work performed at the Project shall be done in accord with the trades' standards as "Workmanlike Manner" or "Acceptable Standards or Workmanship."

The General Contractor shall provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, excess utilities, transportation, and other facilities and services necessary for the proper execution and completion of the work, unless otherwise provided in the Rehabilitation Agreement Documents.

The materials used in connection with the rehabilitation construction work at the Project shall be new, in good condition and of the grade required by the Rehabilitation Agreement Documents unless otherwise agreed to in writing by the City, before their delivery to the Project. Materials delivered damaged in shipment or damaged due to any other cause prior to installation and acceptance shall be replaced at the expense of the Painting Contractor. Where selection of materials by the City is required, the General Contractor shall not install or allow installation of any materials prior to the City's selection and written consent.

16. Fitting and Coordination of Work: The General Contractor shall be responsible for all cutting, fitting or patching that may be required to complete the work or to make its several parts fit together properly.

The General Contractor shall be responsible for the proper fitting of all work and for the coordination of operations of all trades, subcontractors or material men engaged under the Rehabilitation Agreement. The General Contractor shall provide to each subcontractor the locations and measurements which they may require for the fitting of their work to all surrounding work.

The General Contractor shall not damage or endanger any portion of the work of the City or any separate contractors by cutting, patching or otherwise altering any work, or by excavation. The General Contractor shall not cut or otherwise alter the work of the City or any separate contractor except with the written consent of the City and of such separate contractor. The General Contractor shall not unreasonably withhold from the City or any separate contractor consent to cutting or otherwise alternating the work of the Painting Contractor.

17. Protection of Work, Property and Persons: The General Contractor shall adequately protect the work, adjacent property, and the public, and shall be responsible for any damage or injury due to its acts or neglect or due to the act or neglect of any subcontractor or anyone directly or indirectly employed by the General Contractor or any of its subcontractors, or anyone for whose acts or neglect any of them be liable.

The General Contractor shall not load or permit any part of any structure to be loaded with weights that will endanger the structure, nor shall it subject any part of the work to stresses or pressures that will endanger it.

The General Contractor shall continuously maintain adequate safety precautions during construction to insure protection of workers and users of the Property. All hallways, stairs, and means of egress shall remain free of obstruction while work is in progress.

18. Repairs: The General Contractor shall make repairs to all surfaces, equipment, and furniture damaged as a result of rehabilitation construction work performed by the General Contractor at no additional cost to the City within a reasonable time after notification of same. Where repair is not feasible, the General Contractor shall secure replacement items or the City's approved equal, at the Painting Contractor's sole expense.

19. Cleaning Up: The General Contractor shall at all times keep the premises free from accumulation of waste materials or rubbish caused by the Painting Contractor's operations. At the completion of the work, the General Contractor shall remove all its waste materials and rubbish from and about the Project as well as all its tools, construction equipment, machinery and surplus materials.

20. Liquidated Damages and Excusable Delays: If the General Contractor does not complete the work within the specified time, and it is determined by the City that the incompletion was due to inexcusable delays; then, in such event, the General Contractor shall be liable for liquidated damages. Said liquidated damages shall be assessed at a rate of Fifty Dollars (\$50.00) working day exceeding the time of performance completion for the Project specified in the Rehabilitation Agreement. The City may at its sole discretion, waive any claims on the General Contractor for liquidated damages even though actually incurred and due.

The General Contractor shall not be charged with liquidated damages for any delays in the completion of the work due to excusable delays, as determined by the City, for unforeseeable causes beyond the control and without the fault or negligence of the Painting Contractor. Such causes for excusable delays as determined by the City, shall include, but are not restricted to: acts of God, acts of public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes and unusually severe weather. In every case, the failure to perform must be beyond the control and without the fault or negligence of the Painting Contractor.

21. Payment Applications and Waiver and Release of Liens: The General Contractor shall submit all payment, applications, whether partial or final, to the City. The payment request shall be for an amount equal to the percentage of work completed, which is work fully installed and in place, less the amount of any previous approved payments not including withheld retention.

The payment application of the General Contractor shall be reviewed and processed for payment by the City as further described in this agreement. At the time of submission of each payment application, whether partial or final, the General Contractor shall provide its affidavit and release of lien for itself and all contractors and subcontractors performing work as well as material men and suppliers furnishing supplies, equipment and appliances in connection with that portion of the work being processed for payment. The General Contractor shall also provide at the time of each payment application, the manufacturers warranties, brochures, instructions and related documents as well as, to the extent applicable, the written warranties of participating contractors and subcontractors for that portion of the work being processed in connection with the payment application.

22. Warranty: The General Contractor shall warrant and guarantee to the City that all materials and equipment furnished in accord with the Rehabilitation Agreement shall be new unless otherwise specified, and that all work shall be of good quality, free from faults and defects and in conformance with the Rehabilitation Agreement Documents. All work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. If required by the City, the General Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

The General Contractor shall provide a written warranty to the City in connection with its submission of its final payment application. The Warranty shall be on a form acceptable to the City and shall be dated and made effective as of the date of Completion for the Project. The warranty shall be in effect for one year from said effective date and shall guarantee to the City that the rehabilitation construction work performed at the Project by the General Contractor is of good quality, free from faults and defects and in conformance with the Rehabilitation Agreement

Documents; and that in the event that faults or defects in the work shall arise, within one year of the effective date of the warranty, not otherwise determined by the City to be normal wear and tear or abusive use, that the General Contractor shall furnish all necessary labor and material at its sole expense to promptly correct the faulty and defective work.

Additionally, the General Contractor shall, to the extent applicable to the Rehabilitation Agreement, provide a separate written warranty from roofing subcontractors guaranteeing roofing work of 0 years from final acceptance and completion of the work, and a separate written warranty from exterior painting subcontractors shall also be provided guaranteeing exterior painting work for 2 years from final acceptance and completion of the work. Furthermore, the General Contractor shall provide the City with all manufacturers' and suppliers', written guarantees and warranties covering supplies, equipment and appliances furnished in connection with the work at the Project.

23. Indemnification: To the fullest extent permitted by law, the General Contractor shall protect, defend, Indemnify and hold harmless the City of North Miami, and their officers, employees and agents, from and against any and all lawsuits, penalties, claims, damages, settlements, judgments, decrees, costs, charges and other expenses or liabilities, of every kind, sort or description, including, but not limited to, attorneys' fees at both the trial and appellate levels, in connection with or arising, directly or indirectly out of or resulting in connection with this agreement. Without limiting the foregoing, any and all such claims, suits, etc., relating to personal injury, death, damage to property, defects in materials or workmanship, actual or alleged infringement of any patent, trademark, copyright or of any other tangible or intangible personal or property right, or any actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation or decree of any court, is included in the indemnity. The General Contractor further agrees to investigate, handle, respond to, provide defense for, and defend any such claims, etc., at its sole expense and agrees to bear all other costs and expenses related thereto, even if the claim(s) is groundless, false or fraudulent.

In case of injury to persons, animals or property, real or personal, by reason of failure to erect or maintain proper and necessary barricades, safeguards and signals or by reason of any negligence of the General Contractor or any of its subcontractors or any of the Painting Contractor's agents or employees or its subcontractors, agents or employees during the performance of the work before the payments for work have become due under the Rehabilitation Agreement, the City, may withhold such payments as long as it shall be deemed necessary for the indemnity of the City of North Miami; provided, that the failure to pay the same shall not be construed or considered as a waiver of the indemnity as hereinabove set forth.

24. Waiver and Release of Mechanics Liens: The General Contractor for itself, its subcontractors, its material men and suppliers as well as all other persons acting for, through or in connection with the work performed at the Project, acknowledges and agrees that no mechanics' liens or claims shall be filed or maintained by it, against the property of the City for or on account of any work or labor done or materials furnished by it in connection with the Project and this Rehabilitation Agreement; and the General Contractor for itself, and its subcontractors and all persons acting for, through or in connection with the work performed at the Project, hereby expressly waive and relinquish all rights to have filed or maintained any mechanics' liens or claims against the Project, and agree that this waiver shall be an independent covenant and shall operate and be effective as well with respect to work and labor done and materials furnished under any Modification or Change Order to the Rehabilitation Agreement for extra or additional work being performed in connection with the Project.
25. Incorporation of Terms and Conditions: The General Contractor acknowledges and agrees, in entering into this Rehabilitation Agreement, that its terms and conditions shall be incorporated,

verbatim or by reference, in every contract or subcontract entered into in connection with the work at the Project so that these shall be binding on any and all participating contractors or subcontractors.

26. Indemnification: The General Contractor agrees to indemnify and hold harmless the City of North Miami from and against any claims, damages or causes of action arising out of any act, error, or omission under this Rehabilitation Agreement committed by the Painting Contractor, its agents and employees, or its subcontractors and their agents and employees, or any other persons either directly or indirectly employed by contractors or subcontractors performing work at the Project.

Contractor agrees to indemnify and hold harmless the City, its agents and employees from and against any claims, damages or causes of action which may arise out of the disbursement or non-disbursement of funds under this Contract and/or arising out of or accruing from any negligent act, omission or error of the parties and/or City, its officers, servants, agents and/or employees, resulting in or relating to injuries to body, life, limb or property.

27. Communications: Any and all communications arising under this Rehabilitation Agreement shall be transmitted as follows:

All notices, demands, requests, instructions, approvals, proposals, and claims shall be in writing. All notices, demands, correspondence and communications between the City and Contractor shall be deemed sufficiently given under the terms of this Agreement if dispatched by registered or certified mail, postage prepaid, returned receipt requested, addressed as follows:

If to the City: City of North Miami
776 N.E. 125th Street
North Miami, FL 33161
Attn: City Manager

With copies to: City of North Miami
776 N.E. 125th Street
North Miami, FL 33161
Attn: City Attorney
Attn: Housing & Social Services Director

If to Contractor: Tru-Green Construction, Inc
4952 NW 7th Avenue Ste.6
Miami, FL 33127

28. Governing Law: This Rehabilitation Agreement shall be construed and enforced in accord with the laws of the State of Florida and venue shall be in Miami-Dade County, Florida.
29. Extent of Agreement: This Rehabilitation Agreement and attached exhibits embody the entire understanding of the parties. The drafting, execution, and delivery of this Rehabilitation Agreement by the parties have been induced by no representation, statements, warranties, or agreements other than those expressed herein, and there are no further or other agreements or understandings, written or oral, in effect between the parties relating to the subject matter hereto unless expressly referred to herein.
30. Questions and Interpretations: The City shall be the interpreter of the requirements of the Rehabilitation Agreement Documents and the judge of the performance thereunder. The City shall

render interpretations necessary for the proper execution or progress of the work, with reasonable promptness and in accord with agreed upon time limits.

All interpretations and decisions of the City shall be consistent with the intent of and reasonably inferable from the Rehabilitation Agreement Documents and shall be in writing or in graphic form. The decision of the City in matters relating to the execution or progress of work, including the artistic effect of the work, shall be final if consistent with the intent of the Rehabilitation Agreement Documents. In this capacity as interpreter and judge, the City shall endeavor to secure faithful performance by the Painting Contractor.

31. Counterparts: This Rehabilitation Agreement may be executed in any number of counterparts, and each such counterpart shall for all purposes be deemed to be an original, and all such counterparts together constitute but one and the same Rehabilitation Agreement.
32. Severability: Should any section or any part of any section of this Rehabilitation Agreement be rendered void, invalid or unenforceable by any court of law, for any reason, such determination shall not render void, invalid or unenforceable any other section or any part of any other section in this Rehabilitation Agreement.
33. Number and Gender: Wherever used in this Rehabilitation Agreement, the singular number shall include the plural, the plural number shall include the singular, and the use of any gender shall be applicable to all genders wherever the sense requires.
34. Failure to Act: The failure of the City to exercise any of its rights and privileges with respect to this Rehabilitation Agreement shall not constitute a waiver for the purpose of any subsequent enforcement of this Rehabilitation Agreement.
35. Termination: The City and the Contractor agree that this Agreement may be terminated by either party upon written notice at least thirty (30) days prior to the effective date of such termination, with or without cause. In the event of termination, all finished work acceptably installed and in place, shall be paid on the basis of the total item price or percentage of work completed as stipulated in the Rehabilitation Agreement Documents, less payments previously made and less any and all payments withheld from the General Contractor for the purpose of set-off necessary to obtain another contractor to complete the remaining work at the Project.

Notwithstanding the above, the General Contractor shall not be relieved of any additional liability to the City for damages sustained by the City by virtue of any breach of the Rehabilitation Agreement by the Painting Contractor, and the City may withhold any payments due to the General Contractor for the purposes of set-off until such time as the exact amount of damages due to the City from the General Contractor is determined.

[The remainder of this page is intentionally left blank]

IN WITNESS THEREOF, the City and the General Contractor have entered into this Agreement as of the day and year first written above.

ATTEST:

CITY OF NORTH MIAMI

Vanessa Joseph, Esq.
City Clerk

By: _____
Theresa Therilus, Esq.
City Manager

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

APPROVED:

Jeff P. H. Cazeau, Esq.
City Attorney

Alberte Bazile, MBA
Housing & Social Services Director

ATTEST:

Corporate Secretary or Witness:

GENERAL CONTRACTOR:

Tru Green Construction, Inc.

Signature below signifies possession of all
attachments referred to herein.

By: [Signature]
Print Name: Tommie Lee Frison

By: [Signature]
Print Name: Frank Orphe

Date: 10-18-2022

Date: 10-18-2022

[If Contractor is A Corporation, this contract shall be signed by an authorized officer and attested to by the Secretary with corporate seal affixed.]

(Corporate Seal)

STATE OF FLORIDA
COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me this 18th day of October, 2022 by Frank Orphe, who has/have produced FL Drivers License as identification.

(SEAL)



Tommie Lee Frison
Notary Public
State of Florida
Comm# HH094534
Expires 2/17/2025

[Signature]
Signature - Notary Public, State of Florida

Tommie Lee Frison
Name of Notary-Typed, Printed or Stamped

INTERIOR

PREPARING UNIT FOR MOVE-IN

1) FLOOR INSTALLATION \$15,000.00

LOCATION: 2ND FLOOR – BEDROOM 1, BEDROOM 2, BATHROOM, STAIRWAYS

Provide labor and materials to provide the following:

- Remove all termite ridden plywood in entire 2nd floor, Wood at Stairs, Hallway, etc.
- Reinforce all joist all throughout.
- Provide and install new plywood throughout, as per FBC.
- Reinstall all existing soundproofing underlayment, as per FBC
- Supply and install New water resistant bamboo wood floor – (Housing Staff to Approve)
- Supply and install new 4” baseboard throughout (bedrooms, closets, hallway, stairs, etc.)
- Clean and remove All construction debris and dust

2) WINDOWS \$ 3,000.00

- Remove and replace all broken blinds tracks with new one throughout the unit – (Verify Color with Housing Staff)
- Install missing screens on all windows.
- Provide labor and material to caulk around all windows inside and outside to eliminate water intrusion.
- Windows are inoperable because of extensive dirt. Remove window pane. Clean tracks and reinstall for a smooth lock.

3) ELECTRICAL \$ 2,500.00

Check electrical service and the required tamper proof receptacles per Florida Building Code and NEC

- Replace damaged, malfunctioned, painted over and/or missing switches cover plates, receptacles. The new receptacles should be modern polarized, grounded receptacles.
- Provide labor and material to install new GFCI in bathrooms and kitchen

4) LIGHTS (LOCATIONS: DINING ROOM, BEDROOMS, BATHROOM, STAIRWAY)

\$ 2,000.00

- Provide labor and material to remove existing light fixtures/bulbs and install new energy star light fixture and LED light.

5) INSTALL NEW CEILING FANS (LOCATIONS: BEDROOM 1, BEDROOM 2) \$ 1,000.00

- Remove existing ceiling fan and haul away.
- Install new ceiling fan (5-blade minimum) with light as manufactured by Hampton Bay, Hunter Douglas or approved equal. Material allowance is \$150.00 per fixture, ENERGY STAR qualified and labeled accordingly. Conceal all wiring, no surface mounted molding. Install junction box and ceiling support, as required for the installations. Repair walls and ceilings as required, matching the adjacent surfaces.

6) KITCHEN \$5,000.00

- Provide labor and material to remove damaged plywood at lower kitchen cabinet; replace with 1/2" thick plywood and prime & paint.
- Provide labor and material to replace all cabinet doorknobs to be approved by Housing Staff.
- Remove and replace countertop & Full backsplash with granite (To be Approved by Housing Staff)
- Dispose of Refrigerator and Stove.
- Remove and replace range hood; color should be: Black.
- Remove and replace supply tubes and drain assembly for the sink.
- Install new 4-foot wrap around Energy efficient light fixture with LED light.

7) 1/2 BATHROOM (LOCATION: 1st FLOOR) \$ 2,500.00

Remove and replace all rotted plumbing lines. Clear out all plumbing lines

The intent of the following work item specifications of half bath renovation of bathroom

Haul away all debris from property at once. City Representative is to select tile colors and sizes. Budget \$3.00 per square foot for the floor tile only, this does not include the appropriate trim and finishing materials.

- a) Completely removed and discarded faucet, sink, vanity, toilet, drain assembly and all related components. Remove the medicine cabinet / mirrors, light fixtures, exhaust fan, and bath accessories.
 - o Install new ceramic bath accessories: towel bar, toothbrush and glass holder, paper holder, soap dish.
- c) Install a new wall-mounted medicine cabinet with plate glass mirror doors, overall size approximately the same size as the existing.
- d) Floor - install sub floor, make repairs that will assure it provides a solid, stable condition. Install new ceramic floor tiles with thin-set mortar. Include closet area. The ceramic floor tile (non-slip) should be

designed to meet ADA standards to prevent slipping and falls from occurring. Use the appropriate trim and finishing materials for a good tile installation, i.e., base tiles, bull nose tiles and doorway thresholds. Ensure consistent spacing between tiles and grout lines should not exceed 1/4". If required, apply grout sealer to the grout lines and tile sealer to seal porous tile. Check resulting floor height for smooth transitions to adjacent floor/room. Extension flange may be required for the toilet.

e) Walls and ceiling -Prepare the walls to receive tiled wainscot by installing new cement backer-board to existing studs. Replace the existing wall tiles with new ceramic tiles on the wall's same height as the existing with mastic or thin set. Use the appropriate trim and finishing materials for a good tile installation, i.e., bull nose tiles.

- Painting -Above the wainscot, install moisture resistant drywall and paint. Install regular drywall on the ceiling. Reinforce pedestal. The pedestal shall have the same dimensions as the existing.

- Place escutcheon plates at all plumbing and electrical opening through the wall.
- Install new supply tubes. Install new drain assembly for the sink. Install shut off valves.

f) Install a new toilet. Verify with Housing Staff, elongated or round toilet design and color for their selection of replacement. The toilet bowl height should stand at 17" or higher, ADA approved and wheelchair accessible. The new toilet must be listed in the U.S. Environmental Protection Agency's (EPA) WaterSense® program, which has the WaterSense label of approval for using no more than 1.28 gallons per flush. Install new supply tube(s), escutcheon(s) and shut off valve(s).



g) Install a horizontal strip light fixture above the mirror, operating on a separate switch. Select the light fixtures within the budgeted amount of \$75.00; ENERGY STAR qualified and labeled accordingly and energy star bulbs. The bulbs shall be LED. Remove existing exhaust fan. Install a new bathroom exhaust ceiling fan with built-in light; ENERGY STAR qualified and labeled accordingly. Install ductwork to the exterior. Both exhaust fan and the termination cap are to have built-in back draft dampers. Operate the fan by a separate delay timer switch. The exhaust fan should have a noise rating of 0.3-1.5 sone. Verify the cubic feet per minute (cfm) of air movement required for the new fan.

8) MAIN BATHROOM RENOVATION (LOCATION: 2nd Floor)

\$ 10,000.00

Remove and replace all cast iron associated. This shall be included in the bid price and no change order will be approved

The intent of the following work item specifications is to renovate the bathroom.

Haul away all debris from property at once. Verify with Housing Staff to select tile colors and sizes.

Budget \$3.00 per square foot for the floor tile only, this does not include the appropriate trim and finishing materials.

- a) In the bathroom, remove/demolish shower, fixtures, drain assembly, tile and substrate. Install a new shower pan, fixtures, drain assembly and tiled enclosure.
 - o Install new cement backer board to existing studs. Replace rotten wood and repair or reinforce damage-framing members before installing new wall surfaces. Install new ceramic tile shower enclosure from floor to ceiling height, with thin set.
 - o Install shut-off valves, showerhead. There is no rear access panel, therefore the adjacent room wall may have to be removed and replaced to perform the repair work. Repair and paint damage walls during the removal.
 - o Install a new shower fixture with an adjustable hand-held personal shower and body spray fixture with a 79" shower hose. Discuss spray pattern with Housing Staff prior to purchasing, for their selection of replacement. Controls and operating mechanisms will be operable with one hand and should not require tight grasping, pinching, or twisting of the wrist. Acceptable designs for the shower control fixture are lever-operated, push-type or touch-type controlled mechanisms, pressure balanced, anti-scald type. Choose a model made by a reputable manufacturer.
 - o Install shower rod for shower curtain.
 - o Within shower area, install a new ceramic towel bar, and a soap dish per Housing Staff selection.
 - o Within shower area, install a new grab bar.
 - o In the shower, install two ADA approved grab bars (24" and 36" in lengths), horizontal placement, on the two (2) enclosure walls. The grabs must have escutcheons plates to conceal the anchoring. Reinforce the walls for the grab bars installation. See Housing Staff for exact placement. Patch and repair any effected areas associated with this work item to match the existing adjacent surfaces.
- b) Install new polished chrome bath and / or ceramic bath accessories: towel bar, toothbrush and glass holder, paper holder, soap dish. Housing Staff will select from standard stock.
- c) Remove existing medicine cabinet and mirror and install a new recessed medicine cabinet with plate glass mirror doors, overall size approximately 36"x23". Repair all damaged walls caused by removal. Any modify / repairs work to drywall, paint, caulk, and/or tile should match existing adjacent surfaces.
- d) Install new sub-floor / durock; install ceramic floor tiles in thin-set mortar. Include Stairway area. Inspect sub-floor and make repairs that will assure it provides a solid, stable bed. Use the appropriate trim and finishing materials for a good tile installation, i.e., base tiles, bull nose tiles and doorway thresholds. Ensure consistent spacing between tiles. If required, apply grout sealer to the grout lines and tile sealer to

seal porous tile. Check resulting floor height for smooth transitions to adjacent floor/room. Extension flange may be required for the toilet.

e) Walls and ceiling - Completely remove all walls and ceiling materials (i.e., tile, drywall, plaster, etc.) down to the framing members. Prepare the walls to receive tiled wainscot by installing new cement backer-board to existing studs. Replace the existing wall tiles with new ceramic tiles on the walls same height as the existing with mastic or thin set. Use the appropriate trim and finishing materials for a good tile installation, i.e., bull nose tiles.

- Painting - Above the wainscot, install moisture resistant drywall and paint. Install regular drywall on the ceiling. Discuss (with Housing Staff) any variations in the new finish or type of new finish, prior to beginning the work.

f) Re-install the existing pedestal

- Install new supply tubes. Install new drain assembly for the sink. Install shut off valves.
- Place escutcheon plates at all plumbing and electrical opening through the cabinet or wall.
- Caulk existing pedestal

g) Remove toilet and install a new toilet with toilet seat. Verify with Housing Staff, elongated or round toilet design and color for their selection of replacement. The toilet bowl height should stand at 17" or higher, ADA approved and wheelchair accessible. The new toilet must be listed in the U.S. Environmental Protection Agency's (EPA) WaterSense® program, which has the WaterSense label of approval for using no more than 1.28 gallons per flush. Install new supply tube(s), escutcheon(s) and shut off valve(s).



h) Install a new bathroom exhaust ceiling fan; ENERGY STAR qualified and labeled accordingly. Operate the fan by a separate delay timer switch. The exhaust fan should have a noise rating of 0.3-1.5 sone. Verify the cubic feet per minute (cfm) of air movement required for the new fan. Provide verification of sone rating and cfm of air movement upon to the Housing Inspector. The exhaust fan is to have a built-in back draft damper, with ductwork to the exterior. Patch any ceiling or roof opening relating to this work item.

9) **BEDROOM 1**

LOCATION: NORTHEAST BEDROOM

\$ 600.00

Provide labor and materials to provide the following:

- Install doorknob stopper at all doors;
- Re-adjust closet bi-fold closet door to tracks;
- Repair damaged door frame with new strike pad;

10) STAIRWAY RAILINGS **\$ 2,500.00**

- Provide labor and materials to secure / anchor existing stairway railing to wall.

11) SMOKE DETECTORS ALARMS **\$ 250.00**

- Test existing smoke detectors for operability and install new batteries for system to be operable

**12) INTERIOR PAINT (LOCATIONS) BEDROOMS (2), LIVING ROOM, KITCHEN,
BATHROOM, INTERIOR DOORS, STAIRWAY RAILINGS, CLOSET DOOR** **\$3,000.00**

- Provide labor and material to repair hole within (West) closet adjacent to ½ Bath in 1st Floor
- Demolish and remove rotted drywall and hallway.
- Provide labor and material to re-construct box in closet in the living room to enclose cast iron pipe
- Provide labor and materials to remove and repair water damaged drywall at existing sliding door framing, North - East wall in the Living Room
- Repair any crack(s). Patch small holes with spackle. Patch with like material in thickness and matching thickness of existing wall ceiling. Provide a knockdown texture throughout. Provide labor and material to paint over water damaged walls and ceiling with one (1) coat of Kilz prior to applying knockdown and two (2) coats of interior paint (Color to be selected by Housing). Tint the primer per color selection. All stains should be spot-primed before painting. All paint must be mid-grade or better of the City approved brands, which are **ZERO VOC** products and light colored, i.e., Benjamin Moore (Aura or Eco Spec), Sherwin Williams (Harmony), Glidden li CI (Life master) PPG (Pure Performance), Olympic (Valspar). Housing Inspector shall verify brand and VOC level.
- Provide labor and material to haul away all debris from property at once

13) SUBFLORING - REPLACEMENT OF TERMITE DAMAGED FLOOR TRUSS **\$4,500.00**

- Remove all termite damaged wood and install new 2" x 12" x 10" and 2" x 6" x 8" floor truss with pressure treated wood.

14) CLEAN UP **\$ 1,000.00**

Once all repairs are complete, provide labor and materials to clean unit in its entirety and available for move in.

TOTAL CONTRACT AMOUNT: \$ 52,850.00

SECTION 3 CLAUSE AND PROVISIONS

This section establishes the requirements to be followed to ensure the objectives of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) are met. The purpose of Section 3 is to ensure that economic opportunities, most importantly employment, generated by certain HUD financial assistance shall be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing or residents of the community in which the Federal assistance is spent.

Requirements.

(a) **Employment and training.**

(1) To the greatest extent feasible, and consistent with existing Federal, state, and local laws and regulations, recipients covered by this subpart shall ensure that employment and training opportunities arising in connection with Section 3 projects are provided to Section 3 workers within the metropolitan area (or nonmetropolitan county) in which the project is located.

(2) Where feasible, priority for opportunities and training described in paragraph (a)(1) of this section should be given to:

- (i) Section 3 workers residing within the service area or the neighborhood of the project, and
- (ii) Participants in YouthBuild programs.

(b) **Contracting.**

(1) To the greatest extent feasible, and consistent with existing Federal, state, and local laws and regulations, recipients covered by this subpart shall ensure contracts for work awarded in connection with Section 3 projects are provided to business concerns that provide economic opportunities to Section 3 workers residing within the metropolitan area (or nonmetropolitan county) in which the project is located.

(2) Where feasible, priority for contracting opportunities described in paragraph (b)(1) of this section should be given to:

- (i) Section 3 business concerns that provide economic opportunities to Section 3 workers residing within the service area or the neighborhood of the project, and
- (ii) YouthBuild programs.

Targeted Section 3 worker for housing and community development financial assistance.

(a) **Targeted Section 3 worker.** A Targeted Section 3 worker for housing and community development financial assistance means a Section 3 worker who is:

- (1) A worker employed by a Section 3 business concern; or

(2) A worker who currently fits or when hired fit at least one of the following categories, as documented within the past five years:

(i) Living within the service area or the neighborhood of the project, as defined in 24 CFR 75.5; or

(ii) A YouthBuild participant.

Section 3 safe harbor.

(a) **General.**

Recipients will be considered to have complied with requirements in this part, in the absence of evidence to the contrary if they:

(1) Certify that they have followed the prioritization of effort in 24 CFR 75.19, and

(2) Meet or exceed the applicable Section 3 benchmark as described in paragraph (b) of this section.

(b) **Establishing benchmarks.**

(1) HUD will establish Section 3 benchmarks for Section 3 workers or Targeted Section 3 workers or both through a document published in the Federal Register. HUD may establish a single nationwide benchmark for Section 3 workers and a single nationwide benchmark for Targeted Section 3 workers, or may establish multiple benchmarks based on geography, the nature of the Section 3 project, or other variables. HUD will update the benchmarks through a document published in the Federal Register, subject to public comment, not less frequently than once every 3 years. Such notice shall include aggregate data on labor hours and the proportion of recipients meeting benchmarks, as well as other metrics reported pursuant to 24 CFR 75.25 as deemed appropriate by HUD, for the 3 most recent reporting years.

(2) In establishing the Section 3 benchmarks, HUD may consider the industry averages for labor hours worked by specific categories of workers or in different localities or regions; averages for labor hours worked by Section 3 workers and Targeted Section 3 workers as reported by recipients pursuant to this section; and any other factors HUD deems important. In establishing the Section 3 benchmarks, HUD will exclude professional services from the total number of labor hours as such hours are excluded from the total number of labor hours to be reported per 24 CFR 75.25(a)(4).

(3) Section 3 benchmarks will consist of the following two ratios:

(i) The number of labor hours worked by Section 3 workers divided by the total number of labor hours worked by all workers on a Section 3 project in the recipient's program year.

(ii) The number of labor hours worked by Targeted Section 3 workers as defined in 24 CFR 75.21(a), divided by the total number of labor hours worked by all workers on a Section 3 project in the recipient's program year.

Reporting.

(a) **Reporting of labor hours.**

(1) For Section 3 projects, recipients must report in a manner prescribed by HUD:

(i) The total number of labor hours worked;

(ii) The total number of labor hours worked by Section 3 workers; and

(iii) The total number of labor hours worked by Targeted Section 3 workers.

(2) Section 3 workers' and Targeted Section 3 workers' labor hours may be counted for five years from when their status as a Section 3 worker or Targeted Section 3 worker is established pursuant to 24 CFR 75.31.

(3) The labor hours reported under paragraph (a)(1) of this section must include the total number of labor hours worked on a Section 3 project, including labor hours worked by any subrecipients, contractors and subcontractors that the recipient is required, or elects pursuant to paragraph (a)(4) of this section, to report.

(4) Recipients reporting under this section, as well as subrecipients, contractors and subcontractors who report to recipients, may report labor hours by Section 3 workers, under paragraph (a)(1)(ii) of this section, and labor hours by Targeted Section 3 workers, under paragraph (a)(1)(iii) of this section, from professional services without including labor hours from professional services in the total number of labor hours worked under paragraph (a)(1)(i) of this section. If a contract covers both professional services and other work and the recipient or contractor or subcontractor chooses not to report labor hours from professional services, the labor hours under the contract that are not from professional services must still be reported.

(5) Recipients may report their own labor hours or that of a subrecipient, contractor, or subcontractor based on the employer's good faith assessment of the labor hours of a full-time or part-time employee informed by the employer's existing salary or time and attendance based payroll systems, unless the project or activity is otherwise subject to requirements specifying time and attendance reporting.

(b) **Additional reporting if Section 3 benchmarks are not met.** If the recipient's reporting under paragraph (a) of this section indicates that the recipient has not met the Section 3 benchmarks described in 24 CFR 75.23, the recipient must report in a form prescribed by HUD on the qualitative nature of its activities and those its contractors and subcontractors pursued. Such qualitative efforts may, for example, include but are not limited to the following:

(1) Engaged in outreach efforts to generate job applicants who are Targeted Section 3 workers.

(2) Provided training or apprenticeship opportunities.

(3) Provided technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).

(4) Provided or connected Section 3 workers with assistance in seeking employment including: drafting resumes, preparing for interviews, and finding job opportunities connecting residents to job placement services.

(5) Held one or more job fairs.

(6) Provided or referred Section 3 workers to services supporting work readiness and retention (e.g., work readiness activities, interview clothing, test fees, transportation, child care).

(7) Provided assistance to apply for/or attend community college, a four-year educational institution, or vocational/technical training.

(8) Assisted Section 3 workers to obtain financial literacy training and/or coaching.

(9) Engaged in outreach efforts to identify and secure bids from Section 3 business concerns.

(10) Provided technical assistance to help Section 3 business concerns understand and bid on contracts.

(11) Divided contracts into smaller jobs to facilitate participation by Section 3 business concerns.

(12) Provided bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.

(13) Promoted use of business registries designed to create opportunities for disadvantaged and small businesses.

(14) Outreach, engagement, or referrals with the state one-stop system as defined in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.

(c) **Reporting frequency.** Unless otherwise provided, recipients must report annually to HUD under paragraph (a) of this section, and, where required, under paragraph (b) of this section, on all projects completed within the reporting year in a manner consistent with reporting requirements for the applicable HUD program.

SECTION 3 IMPLEMENTATION

(A) The City of North Miami, in compliance with Section 3 regulations, will require contractors and subcontractors (including professional service contractors) to direct their efforts towards contracts to Section 3 business concerns according to priorities outlined in its Section 3 Plan.

(B) Prospective contractors for work in connection with Section 3 covered projects, prior to the signing of the contract, must provide a preliminary statement of work force needs (skilled, semi- skilled, unskilled labor and trainees by category) where known; where not known, such information shall be supplied prior to the signing of any contract between contractors and their subcontractors. Greater consideration will be given to those contractors who will have training and employment opportunities for project area residents. This information will be captured on Local Business Opportunities, Employment and Training Plan.

Contractors must commit themselves to a goal and show what they intend to do to reach that goal. Contractors and subcontractors are expected to extend, to the greatest extent feasible, every effort to achieve the numerical goals established by 24 CFR 75.

The bidder/contractor is aware of the requirements under Section 3 of the Housing and Urban Development 1968 and will abide by them. The contractor will abide by its the Local Business Opportunities, Employment and Training requirements to the greatest extent feasible and understands that the requirements will be monitored as part of the contract requirements.

(C) The Contractor will submit all the required forms for as applicable for review of compliance with Section 3 requirements.

Name of Contractor: _____

Title of RFP or Spec: _____

Spec # or RFP # or Purchase Order Bid No

Will you hire new employees as a result of this contract? Yes [] No []

Contractor: _____

Contractor's Signature and Title _____ Date: _____

AGREEMENT

I/We agree that each item in this specification has been discussed in my/our presence and I/we understand the contents. It is agreed that if unforeseen conditions or additional building code violations are revealed during construction, a non-code related item will be deleted to accommodate the cost of correction. Homeowner further understands that all work items may not be completed based upon budgetary limitations. By our attested signature(s), I/we agree to abide by these conditions.

HOMEOWNER ACKNOWLEDGEMENT / ACCEPTANCE OF SCOPE OF WORK
--

HOMEOWNER #1 SIGNATURE:

HOMEOWNER #1 PRINTED NAME:

DATE:

HOMEOWNER #2 SIGNATURE:

HOMEOWNER #2 PRINTED NAME:

DATE:

HOME INSPECTOR SIGNATURE:

HOME INSPECTOR PRINTED NAME:

DATE:

HOME INSPECTOR'S NOTES:

CONTRACTOR'S SIGNATURE FOR SUBMISSION OF BID

CONTRACTOR SIGNATURE:

CONTRACTOR PRINTED NAME:

DATE:

COMPANY NAME:

TELEPHONE:

FINAL ACCEPTANCE OF SCOPE OF WORK (CONTRACTOR AND HOMEOWNER)

HOMEOWNER #1 SIGNATURE:

HOMEOWNER #1 PRINTED NAME:

DATE:

HOMEOWNER #2 SIGNATURE:

HOMEOWNER #2 PRINTED NAME:

DATE:

CONTRACTOR NAME:

CONTRACTOR SIGNATURE:

DATE:
