

# 22 Pinehurst St., Dartmouth, MA

## Scope of Work

Hold Em Realty, LLC  
Bill Roberts  
774-263-9265 (mobile)

Location: 22 Pinehurst St.  
Dartmouth, MA 02747

Job Description: Single Family – Complete exterior and interior renovation

**PLEASE NOTE:** We are looking for speed with efficiency, cleanliness of job site, and an overall professional well finished product. The project is to be complete from the outside in. Quote should include all labor and materials including hauling and removal of unwanted and unsured construction debris. **Lastly, before inspection of the property for final punch list the home should be prepped with a thorough cleaning of all windows and floors to the owner's satisfaction.**

- **Please email price quote to the attention of Bill@holdemrealty.com**
- **The last page of this scope of work entitled “Quote Itemization” must be filled out appropriately and submitted with all quotes.**
- **By taking on this job you understand and agree that you are responsible for cutting the grass when needed and/or shoveling snow on all sidewalks and walkways while on the project.**

**Obtain any and all permits, needed to complete job to city building code requirements.  
No work is to begin until after permits are pulled and posted on house.**

### HOUSE EXTERIOR:

1. Remove Shutters and save
2. Remove awning at front door
3. Remove screen doors from front main entrance & rear deck
4. Remove satellite dishes and associated cabling
5. Remove fence front and left side of house
6. Remove flag pole
7. Paint gas pipe 'battleship gray'
8. Repair / paint sills as needed
9. Clean / caulk basement windows
10. Repair / reinforce front porch and rear deck as needed
11. Power wash front porch & rear deck
12. Power wash gutters / downspouts and cleanout inside gutters
13. Replace side fence (12) sections
14. Paint exposed foundation wall 'battleship gray'
15. Clean chimney
16. Treat house inside/out for termites as needed
17. Vinyl Side entire house and wrap windows / doors in aluminum
18. Clean up electric from house to garage
19. Remove and replace exterior lighting at front doorway, rear deck and basement entrance
20. Bring electric up to code as needed
21. Lag bolt rear deck ledger to the house per code.

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### GARAGE:

22. Install handles to both garage doors
23. Check electric to openers
24. Clean up electricity
25. Bring electric up to code as needed
26. Add column support where needed
27. Remove drywall ceiling
28. Paint walls
29. Remove closets
30. Remove dog houses at back of garage
31. Construct new back wall with door
32. Remove concrete slab, TBD
33. Clean out second floor
34. Vinyl side and wrap windows in aluminum
35. Add door to side of garage facing house.

### **Landscape:**

1. Remove weeds / trash from entire yard
2. Weed whack / open up walk way pavers / replace broken pavers as needed.
3. Trim back bushes at right side of house
4. Create mulch beds to left/right of front door and add flowers
5. Add dark brown wood chips to all planter beds

### INTERIOR:

#### **Kitchen**

1. Remove basement and master bathroom doors
2. Remove wall paneling, cabinets, crown molding, appliances, ceiling fans
3. Demo wall between dining room and kitchen
4. Remove false beam
5. Remove heat in dining / kitchen rear wall
6. Remove all baseboard
7. Remove ballasts at window opening between dining / kitchen
8. Construct / install new master bedroom door
9. Replace doors into master bathroom, rear deck and basement
10. Raise dining room floor to match kitchen floor elevation
11. Square off entrance way from kitchen / living (currently rounded) or case opening
12. Patch ceiling or blue board overlay
13. Install new cabinetry with brush nickel knobs
14. Install new granite countertops
15. Install new appliances (stove, microwave, dishwasher)
16. Install new laminate floor (kitchen/dining)
17. Install baseboard
18. Repair all walls to be ready for paint
19. Paint ceilings / walls / trim per color scheme
20. Clean all windows throughout entire house
21. Remove electric at wall between dining / kitchen
22. Bring electric up to code

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- a. Change outlets / switches to white
- b. Install lighting

### **Windows (entire house):**

1. Clean all windows and make sure they operate properly
2. Replace all damaged/missing screens on all windows

### **1<sup>st</sup> Floor Master Bath:**

1. Demo existing bathroom
  - A. Remove vanity/toilet/shower/grab bars/tile around Jacuzzi
  - B. Remove shelves at laundry room
  - C. Save bi-fold doors / paint
  - D. Demo old closet, strip wall of tile, reconfigure for new linen closet, install shelves and door
  - E. Demo floor to receive new vinyl floor
2. Replace door slab / hdwr. Between bath/master bedroom
3. Convert closet area to laundry room
  - A. Plumb for washer / dryer
4. Install new vinyl floor
5. Paint baseboard heat
6. Prepare all walls for paint
7. Scrape/replaster ceiling(texture)
8. Install new toilet/vanity/shower/tile around Jacuzzi and toiletries
9. Install new baseboard
10. Install new shelving at laundry room and linen closet
11. Paint ceilings/walls/trim per color scheme
12. Bring electric to code
  - A. Install electric for washer / dryer
  - B. Install new outlets / switches (white)
  - C. Install new lighting
  - D. **Install new exhaust fan**

### **Master Bedroom:**

1. Save / reuse existing ceiling lights
2. Demo middle wall & electrical
3. Remove carpet
4. Block door from living room
5. Scrape popcorn ceiling
6. Construct new closet
7. Refinish hardwood floor
8. Bring electric to code
  - A. New outlets/switches (white)
  - B. Install existing light fixtures
9. Texture ceiling
10. Install baseboard
11. Prep walls for paint
12. Paint baseboard heat
13. Paint walls/ceilings/trim per color scheme

### **Living Room:**

1. Remove crown molding (save)
2. **Remove light fixtures.**
3. Scrape ceilings

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4. Paint baseboard heat
5. Bring electric to code
  - a. New outlets/switches (white)
  - b. Install lighting
6. Repair hardwood floors, plug holes and refinish
7. Prepare walls for paint
  - a. Skim coat all walls w/ 3/8" blueboard overlay
8. Paint ceilings/walls/trim per color scheme
9. Sturdy stair railing
  - a. Paint stair rail white
10. Carpet stairs
11. Remove screen door at main entry
12. Replace front door with new
13. Trim out window in living room as required

#### **2<sup>nd</sup> Floor Hallway**

1. Overlay wall paneling w/ 3/8" blueboard and skimcoat
2. Install new banister railing and oak newel post
3. Paint balusters white
4. Bring electric to code
  - a. New outlets/switches (white)
5. Remove decorative molding on ceilings, overlay w/ 3/8" blueboard, smooth finish
6. Repair floor for laminate
7. Install new laminate flooring
8. Prepare walls for paint
9. Paint ceilings/walls/trim per color scheme
10. Install new baseboard
11. Remove existing baseboard
12. Paint baseboard heat
13. Install 'Boob' lights

#### **Front Bedroom:**

1. Remove carpet, ceiling fan, closet light, closet shelving
2. Repair / paint existing baseboard
3. Install new closet shelving
4. Clean door and trim paint and install new hdwr.
5. Repair, re-install and paint existing bi-fold closet door
6. Bring electric up to code
  - a. New outlets/switches (white)
  - b. New lighting in bedroom & closet
7. Install new carpet
8. Prepare walls for paint
9. Paint ceiling/walls/trim per color scheme
10. Paint baseboard heat
11. Trim out window
12. Repair wood shelf under window

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### **2<sup>nd</sup> Floor Bathroom:**

1. Gut bathroom – remove tub, toilet, vanity, wall paneling, floor, ceiling trim, toiletries, entry and closet doors, closet shelving, tile at tub, lighting and electrical
2. Bring electric up to code
  - a. new outlets/switches (white)
  - b. new lights
  - c. remove existing sconces / add vanity light
3. Prepare walls/ceilings/trim for paint
4. Paint baseboard heat
5. Install new baseboard
6. Install exhaust fan
7. Overlay walls w/ 3/8" blue board
8. Paint walls/ceilings/trim per color scheme
9. Install new tub, vanity, toilet, toiletries, closet shelving
10. Remove existing floor & prep for new floor
11. Install new linoleum flooring
12. Install new entry door & new closet door
13. Install new linen closet shelving

### **Bedroom (back right):**

1. Remove lighting (bedroom & closet)
2. Prep floors for carpet
3. Remove/replace baseboard (incl. trim above baseboard heat)
4. Paint baseboard heat
5. Remove closet shelving
6. Install new closet shelving
7. Remove bedroom & closet doors, replace with new
8. Bring electric to code
  - a. new outlets / switches (white)
  - b. Replace closet & bedroom lighting
9. Prepare walls for paint
10. Paint ceilings/walls/trim per color scheme
11. Install new closet shelving
12. Install new carpet
13. Add / replace baseboard as needed

### **Bedroom (back left):**

1. Remove entry door & replace with new
2. Trim out windows
3. Bring electric to code
  - a. new outlets / switches (white)
  - b. New lighting
4. Prep floors
5. Install new carpet
6. Remove built-in bed / wainscoting behind bed
7. Repair walls and prep for paint
8. Repair closet door, add cove molding to cover track and paint
9. Paint ceiling/walls/trim per color scheme
10. Remove wallpaper as necessary.

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### **Attic:**

1. Remove vent out window and vent properly (flash roof)
2. Install (2) new windows
3. Clean out attic
4. Inspect crawl space & roof rafters, repair as needed per code
5. Bring electric to code
  - a. remove / replace (2) new lights
6. Repair subfloor / paint 'battleship gray'
7. Remove dividing wall
8. Remove paneling
9. Plaster walls/ceiling ready for paint
10. Frame all openings, blueboard over
11. Paint ceiling/walls per color scheme

### **Basement:**

1. Stairway – prep walls & ceilings for paint, paint per color scheme
2. Demo entire basement to exterior walls
3. Clean out basement
4. Paint basement stairs 'battleship grey'
5. Cap existing plumbing for future use
6. Repair doors at cubby at stairs and clean out
7. Bring electric to code
  - a. clean up electrical wires
8. Remove acoustical ceiling/track
9. Repair structural beams per code (termites/notches)
10. Paint all walls white (2) coats, paint floor battleship grey
11. Plumber inspect boiler, clean plumbing per code
12. Clean windows and paint (basement & bulkhead)
13. Remove all cobwebs
14. Replace interior & exterior doors in bulkhead and paint
15. Paint exposed house in bulkhead

### **Completion of Final Punch List**