

THE QUINTET CONDOMINIUMS

6605-6645 W Burnside Rd, Portland, OR 97210

PRELIMINARY SCOPE OF REPAIR: CLUBHOUSE ROOF

ISSUED BY

PONO BUILDING CONSULTANTS

Alika Nee, Owner/Technical Services <u>alika.n@ponobuildingconsultants.com</u> 971.420.4174

ISSUED TO

AUO OF THE QUINTET CONDOMINIUMS

c/o Jimmy Songvilay Kin Living quintet@kinliving.com

DATE SUBMITTED

September 23, 2022

PROJECT #

TQC-001

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SCOPE OF SERVICES

PONO Building Consultants, LLC ("PONO") visited the site on July 13, 2022 to perform visual observations of the roofs. The purpose of the investigation was to assess the condition of the:

- Steep slope tile roofs with low slope metal valleys
- o Low slope EPDM, PVC single ply, and built-up (BUR) roofs
- o Flashings, exterior joints, sealants, transitions between dissimilar materials
- o General roofing components and related materials
- o Gutters, downspouts, leader boxes, scuppers, and drains
- Eave/roof venting, ventilation terminations and provisions

These observations were used to develop the following Scope of Work, which describes the repairs and remediation necessary to address replacement of the roofs. The scope reflects the suggested repairs to these areas which constitute the Project.

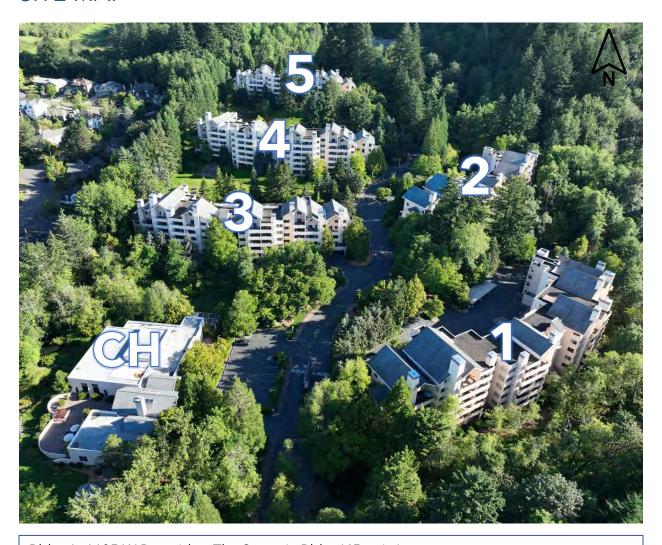
The intent of this Scope of Work is to provide general recommendations for repair and guidance for solicitation of construction repair/remediation bids. This Scope of Work is to be used to obtain and analyze initial cost estimates from qualified bidding parties and is not intended for use in construction repair activities. Contractor selection will be based on this pricing, appropriate insurance coverage, and interviews with the Client and PONO. Construction documents will be submitted to the Client and PONO, by the selected Contractor, for approval and final pricing activities, prior to project commencement.

PROJECT DESCRIPTION



Property Type	Multifamily - Condominiums		
Year Built	1996		
No. of Buildings	5 residential, 1 clubhouse		
No. of Units	206		
No. of Stories	5		
Roof Type	Steep slope tile with low slope metal at valleys, low slope ballasted EPDM with river rock, low slope PVC single ply, low slope built-up (BUR)		
Cladding Type	CMU block		
Trim Type	Concrete		
Window Type	Aluminum frame, vinyl frame		
Deck Type	Concrete with coating		

SITE MAP



Bldg. 1: 6605 W Burnside - The Sequoia Bldg. (45 units)

Bldg. 2: 6625 W Burnside - The Dogwood Bldg. (40 units)

Bldg. 3: 6685 W Burnside - The Cascade Bldg. (40 units)

Bldg. 4: 6665 W Burnside - The Maplewood Bldg. (45 units)

Bldg. 5: 6645 W Burnside - The Oak Pointe Bldg. (35 units)

CH = Clubhouse: 6695 W Burnside

GENERAL PHOTOS

Bldg. 1: 6605 W Burnside - The Sequoia Bldg.







Front elevation

Side elevation





Rear elevation

Side elevation

Bldg. 2: 6625 W Burnside - The Dogwood Bldg.







Front elevation



Side elevation



Rear elevation

Side elevation

Bldg. 3: 6685 W Burnside - The Cascade Bldg.







Front elevation







Rear elevation

Side elevation

Bldg. 4: 6665 W Burnside - The Maplewood Bldg.





Front elevation



Side elevation



Rear elevation

Side elevation

Bldg. 5: 6645 W Burnside - The Oak Pointe Bldg.







Front elevation



Side elevation



Rear elevation

Side elevation

Clubhouse: 6695 W Burnside







Front elevation







Rear elevation

Side elevation

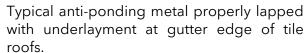




Typical steep slope tile roof.

Typical underlayment used for tile roofs.







Typical low slope metal valley at intersections of tile roofs.





Typical low slope EPDM roof with ballast river rock.

Typical EPDM wall flashing.

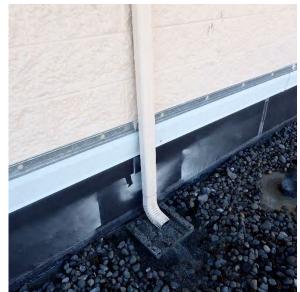


Typical new low slope PVC single ply roof above stairways.



Typical components of building, including CMU block walls, new PVC roofs, EPDM roofs, tile roofs, and coping metal on parapet walls.





Typical low slope BUR roof on clubhouse.

Typical downspout with splash block.

GENERAL REQUIREMENTS

- The work to be performed under this Scope of Work shall be conducted in full compliance with all applicable local, state, and federal laws and regulations. It is the responsibility of the general contractor ("Contractor") to be familiar with all such applicable local, state, and federal laws and regulations, which includes the current edition of the applicable state-adopted building code and related standards. The Contractor shall ensure that all activities performed by the Contractor's personnel, subcontractors, and supplies comply with said laws and regulation through the course of the Work.
- 2) <u>Contractor is responsible for abiding by all OSHA, CDC, state, and local jurisdiction guidelines and job site requirements for COVID-19.</u>
- The Contractor is responsible for acquiring and paying all required permits necessary to perform the Work in a timely manner. Any required permit drawings, including any required architectural or engineer's stamps, are also the responsibility of the Contractor. Additionally, the Contractor is responsible for any necessary communication and response with the building official having jurisdiction throughout the repair(s).
- 4) The Contractor shall be provided a designated area within the property to be used for temporary construction, office, and material and equipment storage

- areas prior to commencement and throughout the duration of the Work. Security provisions for this designated area, and stored products and equipment shall be the responsibility of the Contractor and any subcontractors. (It is a requirement that the Contractor implements in-house employees on the project with documentation upon request.)
- 5) The Contractor shall engage appropriate utility companies to implement necessary temporary facilities or services or arrange with Owner to connect to existing services at the Property in order to perform the required Work. The Contractor is responsible for use charges for temporary facilities and services, and shall also be responsible for providing sanitary facilities, drinking water, telephone services, and email capabilities to be used by the Contractor and any subcontractors throughout the course of the Work.
- 6) The Contractor shall maintain a clean site. All trash and debris shall be removed daily to maintain safe access for the residents of the Property and their visitors. Contractor shall not use on-site trash receptacles for disposing of any materials and will be responsible for providing adequate trash receptacles and hauling away of their trash.
- 7) All Work shall be performed during normal business hours (8:00 AM to 5:00 PM Monday through Friday), unless arrangements are made with the Owner a minimum of seventy-two (72) hours prior to working non-conforming hours and must be in accordance with local regulations of the jurisdiction where the Work is performed. Staging or work may commence thirty (30) minutes prior to the agreed time, without disrupting access for the Property's occupants.
- 8) The Property will remain occupied throughout the course of the Work. The Contractor is required to maintain a clear and safe environment for the Property's occupants, with pathways to all sidewalks, entries, doors and driveways. Overhead protection from falling debris may be required at the entry doors specific to the repairs.
- 9) In situations where Work affects the security of the Property and its occupants, the Contractor shall provide a temporary secure environment during the times when work is not being performed. Temporary access to living units may have to be provided during performance of the Work. Said access is the responsibility of the Contractor.

- 10) All Work shall be carried out within the agreed upon timeframe. The Contractor shall prepare and submit a construction schedule within 5 days upon award of contract.
- 11) The Contractor shall guarantee all Work for a minimum period of two (2) years from the date of completion of the work and timeline of warranty must be stated.
- 12) The Contractor shall submit all requests for information, requests for payments, change orders, payment application and contingency allowance verification to the PONO Project Manager.
- 13) In the preparation of their bid and the performance of the Work, the Contractor shall:
 - a) Review the Property's existing site conditions to become familiar with the site environment that may be affected by the required Work.
 - b) Document the site conditions of the Property to allow for proper restoration of the Property to pre-construction state at completion of the Work.
 - c) Ensure that their bid covers the remediation of unforeseen conditions that may occur.
 - d) Note that some building components adjacent to areas of the Work may require partial removal, replacement, and/or reinstallation in order to accomplish the Work. Owner shall remove items attached to interior walls affected by the Work to avoid breakage.
- 14) Contractor to provide all necessary documentation for execution of the Work, including but not limited to, the following:
 - a) All necessary permits to perform the Work.
 - b) Proof of valid insurance and proof that the Contractor is insured to perform Work on a multi-family project.
 - c) Proof of pollution insurance umbrella policy to work on property as dry rot and mold considerations.
 - d) Plan describing the location and extent of the intended Work.
 - e) Product submittals, mock-ups, samples, MSDS and other product and material may be requested.

- 15) Maintain a marked-up set of as-built or recorded drawings or elevation photographs on site at the Property, depicting construction changes during the Work. Drawings shall include mark-ups on elevations where work must be performed on an allowance basis. Marked up drawings or photos shall become the basis for contingency allowance verification and payment application execution.
- 16) Plan and stage parking, staging, and construction areas in coordination with the HOA Board/Management Company to minimally disrupt the normal operation of the Property's occupants.
- 17) Provide appropriate means and methods to complete the Work in a timely, non-disruptive, professional manner. Means and methods include, but are not limited to:
 - a) Weather protection as required
 - b) Scaffolding or boom lifts
 - c) Safety equipment per OSHA rules and regulations
 - d) Security fencing
 - e) Provisions safeguarding adjacent building components, interior finishes, private property, and site elements
 - f) Temporary toilet facilities per OSHA requirements
 - g) Task and temporary lighting
 - h) Provide one full time project manager on-site for entire duration.
- 18) Provide all demolition, temporary bracing, methods, materials and construction sequences to properly perform the Work.
- 19) Provide a dumpster throughout the course of the Work as necessary and dispose of debris in a lawful manner. Recycle materials as appropriate.
- 20) Provide a plan to perform the Work in anticipation of typical weather conditions during Fall and Winter months.
- 21) Remove, dispose of, and replace all wet, microbial-affected, or damaged building components that are found throughout the course of the Work. Components that are still viable and structurally sound, as determined by a licensed structural engineer, may be treated as detailed in the Microbial Growth Remediation section in this Scope of Work.
- 22) Clean, replace, and/or restore the site environment in accordance to preconstruction documentation. This includes, but is not limited to, interior and

- exterior finishes, gutters, downspouts, landscaping, irrigation, walkways, paving, private property, and any other site components that have been affected by the Work.
- 23) At the time of completion of the Work, the Contractor shall participate in a final walk-though with the HOA/Management Company and PONO Project Manager to evaluate the Work performed and to assemble a final punch list of items to be corrected. The Contractor shall perform the Work associated with the punch list items within a specified amount of time, agreed upon by the Owner and Contractor. Final payments will not be issued until the Work, including all punch list items, are complete, and the Contractor has provided proof of finalized/closed out permits for the Work.
- 24) Coordinate repairs with in-progress, adjacent, and remaining items covered by the Work.

CERTIFICATES AND INSURANCE

Provide insurance certificates for, at a minimum, the insurance amounts required to carry the following minimum insurance coverage:

- 1) Commercial General Liability: \$2,000,000 each occurrence.
 - a) Include coverage for Premises-Operations, Independent Contractors' Protective, Products-Completed Operations, Contractual Liability, Personal Injury, and Broad Form Property Damage, Personal Injury and Broad Form Property Damage (including coverage for explosion or collapse). Product and Completed Operations insurance shall be maintained for a minimum of at least 2 years after and either 90 days following substantial completion or final payment, whichever is earlier.
- 2) Employer's Liability: \$2,000,000 per accident
- 3) Workers Compensation: \$1,000,000
- 4) Automobile Liability Insurance (owned, non-owned, and hired vehicles) for:
 - a) Bodily Injury: \$1,000,000 each person
 - b) Property Damage: \$1,000,000 each occurrence.

PERFORMANCE INSTALLATION REQUIREMENTS

Work described in this Scope of Work must meet the minimum requirements of specified and prevailing building codes applicable to the property at the time of the commencement of the repair/replacement/restoration Work. All Work must also meet, or exceed, the most recently published manufacturer's installation requirements for the building materials and systems to be installed during the application of the Work. In addition, requirements specified by the industry association standards listed below are a part of this Scope of Work and must be adhered to throughout the execution of the Work at the Project.

1) Building Envelope Construction:

- a) Applicable building code and manufacturers' installation requirements
- b) ASTM E2266-11: Standard Guide for Design and Construction of Low-Rise Building Wall Systems to Resist Water Intrusion

2) Roofing Installation:

- a) Applicable building code and manufacturer's installation requirements
- b) NRCA Roofing Manual 2020

3) Flexible Flashing Installation:

- a) Applicable building code and manufacturers' installation requirements
- b) AAMA 711-07: Voluntary Specification for Self-Adhering Flashing Used for Installation to Exterior Wall Fenestration Products, American Architectural Manufacturers Association (8/01/07)
- c) ASTM E2112-07: Standard Practice for Installation of Exterior Windows, Doors, and Skylights, ASTM International (01/01/07)

4) Metal Flashing Installation:

- a) Applicable building code and manufacturers' installation requirements
- b) SMACNA 03: Architectural Sheet Metal Manual, Sheet Metal and Air Conditioning Contractors National Association (9/01/03)
- c) SMACNA 01: Residential Sheet Metal Guidelines, Sheet Metal and Air Conditioning Contractors National Association (12/01/01)
- d) WSRCA 03: Roofing Details and Applications Manual, Western States Roofing Contractors Association (01/01/2003)

e) NRCA 10: The NRCA Roofing Manual: Architectural Metal Flashing, Condensation Control and Re-roofing, National Roofing Contractors Association (01/01/10)

5) Sealant Installation:

- a) Applicable building code and manufacturers' installation requirements
- b) ASTM International (01/01/07)
- c) ASTM C1193-11: Standard Guide for Use of Joint Sealants, ASTM International (01/01/11)
- d) ASTM E2112-07: Standard Practice for Installation of Exterior Windows, Doors and Skylights

6) Sheathing Evaluation (OSB or Plywood):

- a) Applicable building code and manufacturers' installation requirements
- b) APA D481J-99: Buckling of Wood Structural Panel Sheathing, The Engineered Wood Association (02/01/99)
- c) APA TT-052A: Technical topics: Service Life of Oriented Strand Board (OSB) Sheathing, The Engineered Wood Association 09/01/08)
- d) APA E30T-05: Engineered Wood Construction Guide, The Engineered Wood Association (03/01/05)

7) Microbial Growth Remediation:

- a) Applicable building code and manufacturers' installation requirements
- b) EPA 01: Mold Remediation in Schools and Commercial Buildings, Environmental Protection Agency, (01/01/01)
- NYCDOHMH 08: Guidelines on Assessment and Remediation of Fungi in Indoor Environments, New York City Department of Health and Mental Hygiene (01/01/08)

8) Window and Door Installation:

- a) Applicable building code and manufacturers' installation requirements
- b) ASTM E2112-07: Standard Practice for Installation of Exterior Windows, Doors and Skylights, ASTM International (01/01/07)
- c) AAMA/WDMA/CSA 101/I.S.2/A440-11: NAFS North American Fenestration Standard Specification for Windows, Door, and Skylights, American Architectural Manufacturers Association (01/01/11)

9) Wood Framing Installation:

- a) Applicable building code and manufacturers' installation requirements
- b) ANSI/AFPA 01: Wood Frame Construction Manual for One and Two-Family Dwellings, American Forest and Paper Association (01/01/01)

PROJECT MANAGEMENT

- All permits/staging/scaffolding-equipment/job-site toilet/dumpster will be brought on-site.
- 2) Building materials will be delivered to the job site and neatly placed and organized to allow owners to maintain their schedules.
- Job site to be cleaned of all material and debris daily. Extra materials to be stacked and stored in a neat and tidy manner. All areas where work is in progress shall be raked and magnetically swept for nails and cleared of such debris daily. All necessary precautions will be taken to protect landscaping appearance and vitality.
- 4) Contractor to provide one full time (minimum 40hrs/week) on-site executive project manager (not superintendent) on this Project. Contractor to provide a list of supervisory personnel to be used on the Project along with their resumes. Project Manager will work in close contact with PONO Project Manager to ensure and maintain a professional work environment.
- Contractor to ensure that project and personnel are abiding by all OSHA, CDC, state, and local jurisdiction guidelines and job site requirements for COVID-19.
- 6) Weekly project meetings to be conducted to foster and maintain communication, and to provide scheduled updates and address any concerns. Contractor responsible for meeting minutes.
- 7) Provide a detailed construction plan that will incorporate start and completion dates by buildings. All work must follow schedule provided by Contractor before project commencement. Any changes to the schedule will be provided to the Client and Client Representative with a minimum 48-hour notice.
- 8) Contractor to provide, and strictly adhere to, written safety plan, which is to be provided to client before commencement of the work.

- 9) Contractor to post notices minimum 48 hours prior to construction start on each building. Notices must be attached by each door and sent via email. If there is a community area where notices can be posted, they should be posted there as well.
- 10) Contractor shall provide a full submittal package for each product used (specifications, installation instructions, shop drawings and warranty) on the project prior to initiating construction.
- 11) Contractor shall create a "mock-up" of details on-site during the first occurrence of each detail. Contractor shall complete mock-up per list of details supplied by PONO based on Contractor's submittal package. Contractor is responsible for providing schedule for completion of mock-ups. For each mock-up, correct application must be achieved, documented, and approved by PONO Project Manager prior to proceeding to additional locations.
- 12) Contractor is required to phase the work on each building to allow the project manager to observe the magnitude of damage to the sheathing and framing. After the Contractor has repaired all property damage, they shall request that the PONO Project Manager observe the completed repairs. The Contractor shall provide 24 hours prior notice to the PONO Project Manager for scheduling each required observation. The Contractor shall not cover the substrate until the PONO Project Manager has observed and approved the repair work. The Contractor shall photo document all sheathing and framing damage prior to sheathing replacement. A written notation shall be included with each photo to pinpoint damage on the structure. This information will be provided to the PONO Project Manager for review and approval at the completion of damage repairs at each structure.
- 13) Contractor is responsible for supplying photos of all attic work and any items that may be concealed by construction activities before the PONO Project Manager can perform observations. All photos must be clearly labeled with location (building and unit), item number (i.e., if there are 3 vents, Vent #1, Vent #2, Vent #3, etc.), and date.
- 14) Contractor shall provide and pay for all required permits by the governing authority.

REHABILTATION SCOPE OF REPAIR

General Conditions

- Provide scaffolding, pump jacks, and ladders to gain access to work areas.
 Attics must be accessed through removal of roof sheathing. If other means of access are desired (i.e., interior access), PONO and Client will not provide coordination.
- 2) Provide temporary toilet facilities.
- 3) Provide dumpsters and disposal services as required for listed repairs. Clean site and dispose of any construction related debris.
- 4) Provide protection of concrete and landscaping.
- 5) Provide full time, on-site project management.
- 6) Provide all materials to complete work.

Low Slope Roofing at Clubhouse

- Remove the existing layers of roofing material (built-up roof), down to existing sheathing, including all metal flashings, existing roof felt, and vents. All removed materials should be tested and properly disposed of.
- 2) Inspect all roof sheathing and replace all damaged sheets. Assume 25% replacement per building. (Allowance Item)
- 3) Remove and dispose of old scuppers. Add new scuppers of proper size and change height to accommodate the new insulation height.
- 4) Remove old leader boxes to properly seal new scuppers to concrete block.
- 5) Connect new leader box and 3" x 4" downspouts with cleanouts. Cleanouts must be crimped at edges.
- 6) Contractor to verify proper drainage for each roof area. Overflow provisions should be added at each scupper area.
- 7) Raise all pipes, curbs, penetrations, and skylights to accommodate for new insulation height.
- 8) Install new vapor barrier over roof sheathing.
- 9) Install wood blocking at all perimeters, under sleepers, and around pipe penetrations.

- 10) Install new base layer of insulation to meet required code (R-30). Secure per manufacturer's recommendations.
- 11) Install new polyisocyanurate taper and cricket system to properly direct water to drains and scuppers. Ensure crickets are properly sized to match roof slope. Secure per manufacturer's recommendations.
- 12) Install new cover board set in full adhesive.
- 13) Install new 60 mil single ply roofing membrane fully mechanically attached, with all penetration, wall details, and flashing per manufacturer's installation guidelines.
- 14) Install proper pipe or vent flashings for bathroom fan and dryer ducting. Ensure proper integration with single ply membrane or install in a curb with a vented hood.
- 15) Install new metal coping at all perimeter edges. Flashing to meet existing ES1 standards.
- 16) <u>Contractor responsible for ventilation and drainage design, ventilation calculations, and to ensure that all applicable and current Building Codes are met.</u>

Interior Repairs at Clubhouse

- 1) At all areas where repairs will take place, apply site protection on floor and walls for construction traffic and dust control.
- 2) Move workout equipment to create space to make roof repairs. Assume 6 hours to move exercise equipment. If equipment is not movable by 2 people or needs to be disassembled, the Association will need to hire a specialized moving company to move equipment.
- 3) Build scaffolding in workout room to access work area.
- 4) Remove acoustical ceiling tiles and tracking to provide access to roof joists.
- 5) After roof membrane and insulation are removed, remove plywood to expose and remove 5 TJIs (roof joists).
- 6) Install 5 new TJIs in existing hangers or on top of wall with blocking (if needed) to match original framing.
- 7) Install new roof sheathing to match existing. Sheathing to stagger minimum joist bay either way per sheathing course.

- 8) Install insulation in joist bays and vapor barrier to underside of roof joists.
- 9) Reinstall acoustical ceiling track/frame and ceiling tiles.
- 10) Remove scaffolding and site protection.
- 11) Move workout equipment back in place.

Targeted Repairs at Residential Buildings

1) At areas where omitted, install new roof tiles. At areas where damaged, remove damaged tiles and install new tiles. Installation must be in accordance with manufacturer's installation guidelines. Assume \$5,000.00 lump sum per building. (Allowance Item)

PRELIMINARY MOCK-UP LIST

Contractor shall create a "mock-up" of details on-site during the first occurrence of each detail. Contractor shall complete mock-up per the following list of details. This is subject to change based on Contractor's submittal package. PONO will confirm list prior to project start. Contractor is responsible for providing schedule for completion of mock-ups. For each mock-up, correct application must be achieved, documented, and approved by PONO Project Manager prior to proceeding to additional locations.

Mock-up list will be determined at time of project based on final scope.



BID FORM

1. BIDDER INFORMATION

Proje	pject Name: The Quintet Condominiums				
То:	PONO Building Consultants, LLC. c/o Alika Nee-Owner/Technical Services P.O. Box 1081 Newberg, OR 97132				
For:	r: Clubhouse Roof Scope of Repairs				
Date	te: (Bidde	er to Enter Date)			
Subn	bmitted By:				
Bidd	Ider Name:				
Bidd	lder Address:				
Bidd	Ider Email:				
Bidd	Ider Phone #:				
ССВ	B #(s):				
	unature and Date:				

2. BASE BID

General Conditions	\$
Low Slope Roofing at Clubhouse	\$
Interior Repairs at Clubhouse	\$
Enter Subtotal Here and in Section 4	\$

3. ALLOWANCES

Allowances shall be used to compensate the Contractor for the work directed by the owners in addition to those line items included in the Base Bid as described in the Scope of Repair. Work that must be done to complete the Base Bid shall be included in the Base Bid regardless of whether additional similar work is being directed under Allowances. The Contingency Allowance shall be calculated as a percentage of the Base Bid.

The following allowances will be included in the total bid amount as a percentage of the Base Bid. Allowance monies invoiced shall include all materials, cost for delivery, installation, insurance, applicable business taxes, overhead, and profit. If not directed by the Consultant as required to complete the necessary Work, the remainder of the Allowance monies at the completion of the project will be refunded to the Client.

Roof Sheathing: Assume 25%	\$
Engineering: Assume \$5,000.00 lump sum	\$
Targeted Repairs at Residential Buildings: Assume \$5,000.00 per building (5 buildings)	\$
Permits: Assume 3% of base bid	\$
General Contingency: Assume 10% of base bid	\$
Enter Subtotal Here and in Section 4	\$

4. TOTAL BID

Allowances (from section 3)	\$
Total Bid (Base Bid + Allowances)	\$

5. OVERHEAD AND PROFIT ON CHANGE ORDERS

Profit	%
Overhead	%

6. TIME & MATERIAL WORK

For Change Order work, provide unit pricing for the items and hourly rates for the trades listed below. Rates shall include all labor burden, payroll taxes, benefits, small tools allowance, overhead, profit, bonds, and insurance. Material used to complete Change Order directed work shall be charged at cost plus profit and overhead amounts specified above.

Roof Sheathing (½" CDX)	\$/sq. ft.
Laborer	\$/hr.
Carpenter	\$/hr.
Roofer	\$/hr.
Superintendent	\$/hr.
Project Management	\$/hr.
Executive Management	\$/hr.

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Provide estimate number of weeks	s to Substantial Completion of Project
weeks	estimated start date

8. REQUIRED SUPPLEMENTAL INFORMATION

Please include the following with your proposal:

- a) Proposed down payment/progress payment schedule.
- b) List of subcontractors to be used in the project. If none, provide statement of such.
- c) Copies of current and applicable licenses for your firm and all subcontractors.
- d) Certificates of all required insurance for your firm and all subcontractors.
- e) Detailed warranty information offered by your firm, as well as the manufacturer(s).
- f) References of comparable, completed projects.
- g) Safety Record (EMR/xmod).
- h) Staffing level for project and personnel qualifications.

End of Section