

Job Specifications and Bid Request

File No:
FHA Case No:

Borrower's Name:

Subject Address:

Example of a Consultant's Report

		Labor	Materials	Quantity	Total
-1-	Masonry				
1	Replace exterior brick with stone (Desired Repair)				
-2-	Siding				
1	Replace all exterior wood Siding with hardi-board siding for home and addition (Desired Repair)				
2	Noted signs of previous termite damage at the rear siding of addition. A termite inspection is required (Mandatory Repair)				
-3-	Gutters & Downspouts				
1	Install gutters and downspouts all around home (Desired Repair)				
-4-	Roof				
1	Need to repair the shingles that are cut to long at the front of home and install the proper drip edge (Mandatory Repair)				
2	Caulk exposed nails in plumbing boots (Mandatory Repair)				
3	Caulk exposed nails at direct TV dish (Mandatory Repair)				
4	Trim trees back 5 feet from roof and remove debris from roof (Mandatory Repair)				
-6-	Exteriors				
1	Remove existing carport between home and addition (Desired Repair)				
2	Install soffit and fascia at roof overhang all around home (Desired Repair)				
3	Replace the wood rot at the left side lean shed roof attached to addition and re-paint or tear it down (Mandatory Repair)				
4	Install more vents on both sides and at he top of the walls at the tankless water heater closet at the rear of home (Recommended Repair)				
-7-	Walks				
1	Replace front sidewalk/walkway with Pavestone (Desired Repair)				
-8-	Driveways				
1	N/A				
-9-	Exterior Paint				
1	Noted areas of chipped and peeling paint at the exterior of home. Any home built prior to 1978 that has chipped or peeling paint must be tested for lead based paint (Mandatory Repair)				
2	All exterior chipped and peeling paint must be sanded and painted as well as all unpainted wood (Mandatory Repair)				
-10-	Caulking				
1	N/A				
-11-	Fencing				
1	Install a fence around pool (Mandatory Repair)				
-12-	Grading				
1	Fill in hole in rear of home where water can pond when it rains (Mandatory Repair)				
-13-	Windows				
1	Replace all windows with vinyl low-E insulated double pane windows (Desired Repair)				
2	Remove glass blocks in bathroom and replace with a frosty glass window (Desired Repair)				
-14-	Weather-Stripping				
1	N/A				
-15-	Exterior Doors				
1	Replace front and side door with new doors (Desired Repair)				
2	Rear exterior door at tankless water heater is missing a door knob (Mandatory Repair)				
		Labor	Materials	Quantity	Total

	Labor	Materials	Quantity	Total
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		Labor	Materials	Quantity	Total
-16-	Interior Doors				
1	N/A				
-17-	Partition Wall				
1	Convert the 1200 sq. ft. addition into a 3 car garage (Desired Repair)				
-18-	Plaster/Drywall				
1	N/A				
-19-	Decorating				
1	Paint the interior of home (Desired Repair)				
-20-	Wood Trim				
1	N/A				
-21-	Stairs				
1	N/A				
-22-	Closets				
1	N/A				
-23-	Wood Floors				
1	Replace the existsting wood floors with new wood floors (Desired Repair)				
-24-	Finished Floors				
1	Replace the existing carpet with new carpet and pad (Desired Repair)				
-25-	Ceramic Tile				
1	Replace existing tile in master bedroom, family room and kitchen with new tile (Desired Repair)				
-26-	Bathroom				
1	N/A				
-27-	Plumbing				
1	Insulate exterior hose bibs (Mandatory Repair)				
-28-	Electrical				
1	Electrical Service entrance wire does not appear to be the required 12 feet above driveway and will need to be raised (Mandatory Repair)				
2	The electrical panel is installed in a closet which is ruled unsafe by todays standards and will have to be relocated to another wall inside home or to the exterior of home and the home will have to be brought up to city electrical code by installing GFCI's at all wet areas, installing direct wired interconnected smoke alarms in all bedrooms and halls, etc. (Mandatory Repair)				
-29-	Heating				
1	Need to support the window units at the addition (Recommended Repair)				
2	Need to clean the exterior A/C fins and recommend having the A/C unit serviced because I was getting 59 degrees on the supply and 69 on the return which is outside the normally opertaing range of 15-22 degree difference (Mandatory Repair)				
-30-	Insulation				
1	N/A				
-31-	Cabinetry				
1	Remove existing cabinets and install new upper and lower cabinets along with new granite countertops, sink and disposal (Desired Repair)				
-32-	Appliances				
1	Install new Dishwasher and vent a hood above gas range (Desired Repair)				
-33-	Basement/Crawl Space				
1	N/A				
-34-	Clean-Up				
1	N/A				
-35-	Miscellaneous				
1	N/A				
		Labor	Materials	Quantity	Total

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Contractor's Signature: _____

Contractor Notes: Contractor is to obtain any necessary permits. Contractor is to provide a copy of their state contractor's license, a copy of proof of worker's compensation insurance along with this bid to facilitate this loan process. It is important to carefully and accurately provide these cost estimates to the cost of the improvements to satisfactorily complete the rehabilitation work at or below the estimate cost since the 203(k) mortgage can't be increased to cover additional expenses. A copy of the termite report is attached and made part of this bid request. All section 1 items must be broken out separately as this is a HUD requirement. All work will be completed to minimum HUD standard or local code requirements, whichever is more stringent. All work will be completed in a professional workmanlike manner and on the basis that time is of the essence.

When completed get a copy of this bid request to:

Borrower:

Inspector:
Fax: