

EXHIBIT B
SCOPE OF WORK AND FEE SCHEDULE

A. Scope of Work

1. All mobilization, general conditions, permits, overhead and profit, and fees as required to perform the scope of work.
2. Remove and replace existing monument signs at site entrances and basketball hoops.
3. Remove and replace existing trash enclosures, including salvaging and repainting of existing gates, construction of new enclosures including new foundations, and installation of salvaged gates.
 - a. Installation of new sidewalk chase drains is considered incidental to this work.
4. Remove and replace existing roofing where indicated, including underlayment.
 - a. Removal and replacement of existing gutters and downspouts is considered incidental to this work.
 - b. Removal and replacement of existing fascia, as well as painting of fascia prior to gutter installation, is considered incidental to this work.
 - c. Removal and replacement of deteriorated roof decking is considered incidental to this work. Base bid shall include an allowance for replacement decking as stated in the Project drawings.
 - d. Installation of additional attic ventilation as depicted in the Project drawings is considered incidental to this work.
5. Remove and replace existing siding, soffit, and trim where indicated, including underlying water resistive barrier and flashings.
 - a. Painting of the replacement siding, soffit, and trim is considered incidental to this work.
 - b. Removal and replacement or salvaging/reinstallation of items fastened to siding, such as building signs, numbers, as indicated in the documents is considered incidental to this work.
 - c. Manipulating and reinstalling existing surface-mounted conduits and cables as required to perform this work is considered incidental to this work.
 - d. Removal and reinstallation of certain electrical equipment as indicated in the documents is considered incidental to this work.
 - e. Flashing of all penetrations is incidental to this work.
6. Removal and replacement of existing windows.
 - a. Replacement and sealing/painting of existing interior trim at windows is considered incidental to this work.
 - b. Removal of existing blinds, measuring for new blinds, and installing Owner-supplied replacement blinds is considered incidental to this work.
7. Removal and replacement of existing building entry doors.
 - a. Painting of existing storage room doors is considered incidental to this work.
 - b. Replacement and sealing/painting of existing interior trim at doors to be replaced is considered incidental to this work.

B. Fee Schedule

Quote for Casa Capital Improvement Project:	\$ 914,063.02
Contingency budget of 15%:	<u>\$137,109.38</u>
Total project amount not to exceed:	\$1,051,172.40

C. Invoicing Requirements

1. Invoices should be submitted to the Boulder County Housing Authority.

Email (preferred) bchainvoices@bouldercounty.gov and
hdehner@bouldercounty.gov

Mail Boulder County Housing Authority, 1288 Alaska Avenue,
Longmont, CO 80501

Fax 303-942-3791

2. Invoices must be submitted within 30 days of completion of the mutually agreed upon services. Invoices may not be submitted prior to the completion of any services.
3. All proposals and invoices must be as detailed as possible. At a minimum, they should include the following: requestor name, job name, job number if applicable, invoice number, invoice date, detailed description of work/services, breakdown of costs both labor quantity (hours), labor rate, total labor cost, materials quantity, materials unit price, equipment costs/charges (hour), and materials/equipment markups (OHP).

D. Payment

1. Payment will not be made until services rendered meet the approval of the Authority.
2. The Authority will follow-up with the Contractor within 15 days of receipt of an invoice should there be any questioned or unsupported costs.
3. Every reasonable attempt will be made by the Authority to provide payment to vendors within 30 days of receipt of an acceptable invoice. The Authority shall not pay any late fees.