Defining and Managing Rehabilitation Services

4

In order to minimize disruption to the provider, and the families served by the child care business, a Home-Based Child Care Lead Safety Program requires tight control over the scope of work and the timing of construction. Communications and realistic expectations are the keys to program efficiency.

The Rochester and Syracuse pilot completed 26 units (25 provider homes and one relocation house) in 18 months, with the first units taking longer to complete than the last ones. The program budgeted up to $15,000 per unit in HUD funding for lead hazard control, and up to $10,000 per unit from other funding sources to address other structural conditions. However, the per unit costs varied dramatically, from under $1000 to over $70,000.

The Rochester and Syracuse pilot identified a number of important factors that improved program efficiency:

1. Clear parameters for the scope of work, including understanding of how funding sources' requirements affect that scope.
2. Realistic client expectations for the timing of construction and scope of services.
3. A pool of well-trained contractors that understand the unique conditions that affect construction in a child care setting.
4. Realistic goals for production.
5. Intensive on-site construction supervision.
6. Efficient communication with clients throughout all phases of the work.

1. Clear Parameters for the Scope of Work

Prior to client recruitment, the program defined the range of services it intended to provide:

1. Lead hazard control (e.g., paint stabilization — repair and repainting of surfaces with deteriorated lead-based paint; window repair or replacement; aluminum or vinyl siding if exterior painted siding could not be maintained in good repair by the owners; smooth and cleanable surfaces on floors, door frames, and window trim; treatments to block access to soil that contained lead; and, repair of underlying conditions that caused lead-based paint to fail). The exact nature of the repairs would be determined through a lead risk assessment by a licensed and certified risk assessor.

2. Repairs to meet child care licensing requirements, including steps to prevent injury (e.g., window guards or replacement windows with locks to prevent them from opening more than 4" to prevent falls; stair, porch and sidewalk repairs to reduce trip and fall hazards; electrical upgrades, furnace tune- ups, installation of smoke detectors and carbon monoxide alarms.

3. Repairs to meet local housing codes or housing livability or quality standards (e.g. roof or porch placement when the component could not be repaired, replacement of furnaces in dangerous condition, repairs or upgrades to electrical, water or sewer systems to meet code standards).

The Lead Safe Housing Rule (24 CFR Part 35, subparts B, J, and R) identifies 2 strategies for addressing lead-based paint hazards when federal funds are used in rehabilitation. Interim controls are temporary measures to address lead hazards, such as repairing paint, making surfaces smooth and cleanable, and covering bare soil. Lead hazard abatement is defined as the use of methods to enclose, encapsulate, or permanently remove lead hazards. Such treatments are expected to last at least 20 years.

The decision to employ interim controls or abatement strategies depends on program intent and funding. In 2001, HUD and EPA issued guidance on the differences between abatement and interim controls in federally assisted rehabilitation. Permanent repairs, such as window replacement, whose sole intent is to eliminate lead hazards are abatement and require the use of specially trained and certified lead abatement workers. Permanent repairs whose intent are to rehabilitate a structure are not defined as abatement, and can be conducted by workers trained in lead safe work practices, supervised by a lead abatement supervisor.

The age and type of property and the amount of federal rehabilitation funding involved also affects whether interim controls or abatement are required. For example, public housing requires permanent abatement. Rehabilitation in other types of housing is subject to different rules (See 24 CFR Part 35, subparts C-M).

Even with these parameters in place, there were many challenges to developing a scope of work. Because the program focused on primary prevention (i.e., preventing exposure to hazards), we knew that a "one size fits all" approach to services would not work. Each provider's home contained a unique set of environmental hazards, and each would require a unique set of repairs.

At the time of enrollment, we did not know whether a provider's home would contain lead hazards. Moreover, we knew that some clients might not meet our income guidelines or that the number of repairs needed would exceed our budget. We were concerned that if a client's home had a risk assessment early in the process, some clients might be left with knowledge of lead hazards but no resources to address them.

The scope of work consisted of the following phases:

1. Once providers' applications were screened for income eligibility, the housing and child care partner organizations conducted a joint visual assessment to determine the scope of necessary health and safety repairs (see Appendix 4–1). Since the housing partner's construction supervisors were also risk assessors, this assessment helped in estimating the scope of lead hazard control work. Experience with construction costs also enabled the construction supervisor to develop a preliminary cost estimate.

2. The initial scope of work and cost estimates were then compared to available funding sources (federal sources such as Operation LEAP, CDBG, and HOME, state and local resources such as New York State Affordable Housing Corporation, and private sources such as grants from corporations and the housing organization's own revolving loan funds). If the preliminary scope of work could be handled with existing resources, we proceeded to a lead risk assessment. If the scope of work exceeded the budget, the unit was not scheduled for a risk assessment until we secured additional funding.

3. Once a lead risk assessment was complete, the assessor's recommendations were evaluated. Under most circumstances, the project would implement the assessor's recommendations as written. However, we also took into account provider circumstances. Building components with lead-based paint in "fair" or "good" condition" might be treated, if we believed the owner might find it difficult to maintain the current condition in the child care space. The home of an elderly client who did not have the physical ability to repaint its exterior every four years might merit vinyl siding, as an alternative to the paint stabilization that would be sufficient from a lead hazard control perspective.

The size of the unit, its condition, and the requirements of different funding sources played a major role in per unit costs. While both locations had comparable average per unit lead hazard control costs, only two of the 12 units (17%) in Syracuse cost less than $10,000, while 5 of the 14 (36%) Rochester units did so. The lower Rochester costs reflected the fact that Rochester

exteriors were in better condition and did not require significant siding replacement or extensive exterior repainting. Syracuse costs may also have increased because the housing partner chose to use firms certified as lead abatement contractors to conduct the work. There was stiff competition for the services from these firms.

Table. 1. Mean Per Unit Expenses

Mean Per Unit Expenses	Rochester	Syracuse
Lead hazard control cost billed to the LEAP grant	$12,816	$14,226
Other rehabilitation costs (including lead hazard control costs in excess of LEAP allocation for the unit)	$5,579	$23,654

In contrast, the average "other" per unit rehabilitation costs were not comparable; those in Syracuse were considerably higher. All the Syracuse units received "other" repairs, but only 9 of the 14 Rochester units (64%) did so. Eleven of the Syracuse "other" repairs cost more than $10,000 per unit, compared to only 2 of the Rochester units. Exterior condition accounted for some, but not all, of this difference. The Syracuse pilot also leveraged a wider variety of funds in support of other repairs than the Rochester pilot. Since these funds included federal CDBG and HOME dollars, the units needed to meet the rigorous Housing Quality Standards (HQS) associated with these funds. Thus the Syracuse units were more likely to receive new roofs, porch demolition and replacement, and extensive repairs to electrical and water systems. Because Rochester had fewer leveraged funds, the project dealt only with the code and safety repairs that could affect child care licensing.

Cost Controls

We sought to tailor repairs to individual circumstances, while controlling costs. Our first cost-control strategy was to develop a pool of pre-screened contractors who would work from a set of standard construction specifications and agree to fixed costs per specification (see Appendix 4–2). This process is often used by HUD Lead Hazard Control Grantees to standardize costs and expedite bidding. We soon learned that the volume of work in each city was too small to build such a contractor pool. The housing partners had expressed concern that the use of standard specification for the small number of units in each city might delay the project start, since this required contractors to do business in a different way than they were used to. Their concerns proved correct, and we lost more than a month in the effort to build contractor support. However, standardized might be feasible if more than 20 units a year are anticipated.

A second cost-control strategy, employed in Syracuse, was to build performance incentives and penalties into the contract language. We faced stiff competition for contractors from other rehabilitation projects in the City of Syracuse. To attract contractors, the bid agreement required all lead hazard control activities be complete within 14 workdays, including the time for clearance testing. Contractors who completed the work and achieved clearance in fewer than 14 days received a daily bonus; those who took longer than the planned 14 days did not. The strategy had mixed success. It increased interest in bidding for jobs, but proved difficult to enforce. When both lead hazard control and other repairs were scheduled within the 14-day period, the program had trouble determining whether delays were related to completion of the lead hazard or the other repairs.

A third cost-control strategy, employed in Rochester, was to purchase replacement windows in bulk, using a discount negotiated with an area supplier. Contractors then bid only on the installation costs. This strategy not only helped to contain costs, but also increased scheduling efficiency. Since NHSR could order the windows at the time the unit went to bidding, there was little delay between when the contract was awarded and when work could begin.

The program also learned an important lesson about administrative cost escalation from its early units. When grant funds were involved, the program selected the lowest qualified bidder and informed the client of the contractor selection. However, when the client qualified for the organization's revolving loan funds, the client

could chose the contractor her/she preferred as long as the bid was in the low range. In either case, clients sometimes made "side deals" with contractors to do additional work, or substitute materials not in the original scope of work. The housing partner organization was often not aware of these "side deals" until after the construction was underway. These "side deals" added to the potential for controversy about whether the work met client expectations, which led to delays, and in two cases, arbitration. While delays did not increase the per unit costs billed to the grant, they increased the housing partners' staff costs for construction oversight. Delays also disrupted planning for relocation. Finally, frustration with clients could affect the contractors willingness to bid for future jobs. On later units, both organizations took additional precautions to prevent delays and substitution of materials. However, these precautions continued to add to staff costs.

Recommendations:

1. Before recruiting clients, identify a master set of repairs, and specifications that the program will support.
2. If multiple funding sources are involved, identify which repairs receive priority under the different funding streams.
3. Communicate this information to the clients at the time of enrollment.
4. Develop clear policies about client involvement in contractor selection and additions/changes to the scope of work negotiated by the client and contractor without the Program's knowledge.
5. Establish bulk purchase agreements with area suppliers to standardize costs and expedite scheduling.
6. If the program anticipates more than 20 units within a year, consider instituting a process of pre-screening contractors and setting fixed reimbursements for individual construction specifications.

2. Client Expectations

Clients must understand from the beginning that a Home-Based Child Care Lead Safety program is not a standard home remodeling program. Child care licensing requirements, funding sources, and the need to limit the time out of the unit restricts the scope of the work. Luxuries, such as kitchen and bath remodeling, new appliances, etc., cannot be part of the construction package, even if the homeowner funds part of the work. Failure at the beginning of the project to set clear limits on what repairs will be supported can lead to delays and client frustration. In retrospect, this was one area where the pilot needed improvement.

As noted earlier, the Rochester and Syracuse pilot employed a great deal of flexibility in setting the scope of work. To control expectations, prospective applicants were asked to complete a Statement of Interest (see Appendix 6–3) where they identified the repairs they thought were needed. These repairs on the checklist were limited to the health and safety repairs outlined above. Outreach brochures and information meetings also stressed that the repairs were limited in scope.

However, the program failed to anticipate the degree to which child care providers enrolled in the program would compare notes on their scopes of work. We also failed to appreciate how little the clients understood about the construction process and how the construction options were limited by risk assessment findings and funding requirements. Informal communication among providers led to false expectations about the work to be done on their units. For example, a unit that had wooden kitchen cabinets with lead-based paint in poor condition might need builder's grade replacement cabinets. Another unit with wooden painted cabinets free of lead hazards would not receive replacement cabinets, but the provider may have expected them based on communications with other clients.

The concept of "builder's grade" also posed a challenge to communicate. Each housing partner's standard specifications identified the quality of materials. However, the program soon learned that the clients needed to have the specifications for their property explained to them before the bidding process started. They also needed to have concrete examples of what constituted "builder's grade" materials. Finally, both contractors and clients needed to understand that there would be no deviations from these specifications once the bid was awarded.

Over time, both housing partners modified their bidding practices and client/contractor meetings to send consistent messages about the limitations to the scope of

work. However, the program could have avoided some mid-course corrections had it provided more concrete examples of the scope of work and materials during initial enrollment.

Recommendations:

1. Develop a sample set of job specifications and review these with potential clients early in the enrollment process.
2. Provide a master list of what repairs can and cannot be covered by different funding sources.
3. Provide examples and informational brochures on the grades of materials used by the program. Specify in advance whether the program will permit upgrades, and how clients will be billed for upgrades.
4. Review job specifications with clients before the bidding process starts.
5. Restrict change orders.

3. A Trained Pool of Contractors

A pool of trained contractors who are familiar with the housing partner's specifications and procedures ensures timely and efficient production. A Home-Based Child Care Lead Safety Program will demand even more from its contractor base than the average rehabilitation project, for several reasons:

1. Contractors will have to complete lead hazard control and clearance in a very short time frame to minimize the time the business cannot operate in the unit.

2. Contractors will need to conduct non-lead-related repairs so as not to interfere with ongoing child care operations. This requires careful scheduling and coordination between contractors and their subcontractors, and an understanding of how standard construction practices might pose risk to children or child care licenses. For example, construction dumpsters cannot block access to play areas or parking. Demolition activities cannot leave metal scraps, nails, insulation, or other materials within children's reach or interfere with exits from the home. Storage of materials or equipment on-site must occur in locations that the provider approves, and that meet licensing requirements. Many contractors may be discouraged from bidding by these challenges.

We learned a number of lessons about attracting and retaining a qualified pool of contractors. Initially, shortages of qualified lead abatement supervisors and lead safe work practice-trained contractors delayed bidding in both cities. Given the high labor turnover in construction, both locations also found it necessary to train additional contractor staff during the two years of the project. HHQ instituted a mentoring program for newly trained lead abatement contractors to reinforce that training.

Initially, some contractors were reluctant to bid on the project because of its scope and short timeframes. To increase interest in the program, each housing partner invited prospective contractors to an information session. The relocation and lead hazard control timeframes, job specifications, and bidding process were reviewed in detail. Bid packages went to a minimum of three contractors, and each housing partner added new firms to the bidding pool as more contractors were trained. At the same time, the program sought to improve the quality of the contractor base: contractors with slow performance or who had two units that failed to achieve lead clearance on the first try were dropped from the pool of bidders.

Both pilot sites found that small contractors, and especially those used to small rehabilitation projects, struggled with the tight scheduling requirements for the project. HHQ required all successful bidders to submit lead hazard control plans with daily work schedules so that lead hazard control was complete within 14 days, which helped to keep contractors on track. NHSR representatives met with potential bidders at the provider's home to review specifications and discuss how to plan the timing of the work.

Both sites also found that the most successful contractors were those who could efficiently schedule the delivery of needed materials, especially windows. At first, both pilot sites allowed successful bidders to order materials as they did with other rehabilitation projects.

However, this added unpredictability to the construction start date, made it difficult to plan for relocation, and led to client frustration. Since the program was managed on a cost-reimbursement basis, the contractor's capital was also tied up when work did not begin shortly after the materials had arrived. Later, both pilots revised the bidding process to require that ordering and delivery of supplies take no more than three weeks, with construction to start no later than four weeks after the bid was awarded. Contractors who could not meet this deadline chose to drop out of the contractor pool. Those who remained found this improved their ability to set a firm construction start date. NHSR, as noted earlier, also began to order the windows at the time the specifications went out for bid. Thus, windows were in stock by the time bids had been returned. This enabled the last Rochester units to go into production within two weeks after contracts were awarded.

Recommendations:

1. Evaluate the contractor base before setting production goals.
2. Meet with available contractors at the beginning of the program to set expectations for bids, scheduling, and construction quality.
3. Meet with contractors on site to review job specifications, material storage practices.
4. Plan to train contractors in lead safe work practices or lead abatement at least quarterly.
5. Establish a mentoring program for contractors who are new to the program.
6. Require that contractors have all materials on hand before construction begins to avoid delays.

4. Realistic Goals for Production

One of the other areas where we learned important lessons concerned production goals. Our initial benchmark per unit was six months for enrollment, assessment, and completion of all repairs. We soon found that the first units took considerably longer than this. Additional time was needed to:

1. Assemble appropriate documentation for the application (often 1–2 months);
2. Underwrite the application and, if necessary, secure additional funding for repairs;
3. Conduct appropriate environmental and historic preservation reviews (a minimum of 2 months)
4. Schedule parent informational meetings and secure blood lead tests (often 3 months);
5. Prepare the relocation house (6 months);
6. Develop the scope of work and bid the job (2–3 months); and,
7. Complete other health and safety repairs after lead hazard control was complete (2 months).

The program took several steps to increase its efficiency. As noted in Chapter 1, by assigning each partner the lead role for specific tasks, several tasks could occur concurrently, which reduced the time for processing applications. For example, we reduced historic preservation review delays by obtaining the applicant's consent to start the review on the Statement of Interest. The review could be completed before the application was filed.

A second step involved improvements to planning for use of the relocation house. When we began the project, we believed that all providers would choose to use the relocation house. This confined us to a production schedule of one unit per month. The occupants of nine of the units, however, chose to close their business during construction. This led us to change our scheduling process. Each month, we targeted one unit for use of the relocation house, and then scheduled construction for one unit that did not require relocation. This enabled us to increase production to two units a month in each city.

Nevertheless, the complexity of the projects, and the special transportation and other relocation needs associated with the child care business, still meant that the average time between initial interest and final construction took more than the projected six months. We believe this was related to several factors:

1. Too small a number of units in either city to achieve economies of scale (i.e., rapid processing of orders, large discounts in materials, construction staff solely dedicated to operating the program);
2. Changing enrollment in the child care businesses, which required multiple visits to educate parents and obtain consents for blood lead testing;
3. Difficulties in setting start dates, in part related to the complexities of relocation planning and in part related to delays in materials delivery; and
4. Difficulties in building a stable contractor base.

In retrospect, we believe community-based housing organizations should not undertake a project of this magnitude unless they are prepared to address more units per year than we accomplished in the pilot, or to partner with an existing lead hazard control program. Because of the high volume of communication associated with this kind of project, there needs to be sufficient volume to engage a 1/2 FTE construction supervisor.

5. Intensive On-Site Supervision

Based on our experience in both cities, we conclude that daily on-site supervision is the key to steady production and client satisfaction.

This is a change from our expectations at the start of the program. Initially, we did not plan to have daily construction supervision by our community-based housing partners. Each contractor was required to have the lead hazard control work done under the supervision of a lead abatement supervisor. Other construction would be handled under the contractors' normal supervisory practices, with the housing partner's construction supervisor making a final inspection with the client at the end of the work.

Over time, we learned that three practices improved the flow of work and increased client satisfaction:

1. Digital photos of the unit before, during, and after construction. This allowed contractors and supervisors to evaluate the state of the unit before lead hazard control began, and to be certain that valuables had been packed away appropriately. It also enabled the program, and the clients, to develop a common frame of reference for the condition of the work. If there were disagreements about whether the work conformed to specifications, these photos were important to resolving them.
2. Daily communication between the housing partner and the contractor about work progress. This helped the program monitor progress and communicate with clients who were out of the unit. Frequent progress updates, in turn, reduced the risk of clients breaking containment during lead hazard control to see how the work was progressing. Ongoing communication also demonstrated the high priority the program placed on efficient and quality construction.
3. Frequent site visits by the housing partner's construction supervisor. This enabled the program to monitor quality, and also to problem-solve with the contractor when work was delayed or did not meet expectations.

Frequent on-site supervision, however, increased the total staff costs of the program. The project initially budgeted for one 1/4 FTE construction supervisor. Over time, both housing partners needed to assign additional technical support staff to monitor construction progress and to communicate with clients.

Recommendations:

1. Budget for 1/2 FTE construction supervisor.
2. Require contractors to take digital photos of the unit before, during, and after construction.
3. Plan for daily communication between the program and the contractor during construction. Include this as a requirement of the contract.
4. Have construction supervisors conduct random visits to the unit every few days to observe work.

6. Efficient Client Communication

Child care providers, as business people, may expect a different level of communication and work progress than the average housing rehabilitation client. Delays in construction have tangible effects on their businesses. If

providers cannot offer care at convenient times or in a physical environment that meets parent expectations, they lose business. Consequently, their patience with delays and miscommunication is limited.

Our program initially under-estimated how labor-intensive communication would be throughout the life of the project. Over time, a number of strategies evolved for improving communications:

1. *Providers received a list of the names, phone numbers, and responsibilities for all the members of the program who would contact them*. Initially, the program communicated this information in a sequential fashion (i.e., first, who to call when the applications were being prepared; later, who to call at the housing partner organization). However, since several partners might be in contact with the client during a particular phase of the project, clients soon became confused and tended to make repeat calls to the partner with whom they were most familiar. This added time to the communications process, as calls had to be forwarded to the appropriate individuals at other organizations.

2. *Time frames for program responses to client phone calls.* Since staff at each partner organization had other responsibilities not related to this project, there were delays in responses to telephone inquiries. Providers would often call staff at several organizations when they were impatient with a delay. This again added time to the communication process.

3. *Client updates on a monthly basis*. Because there were delays between the submission of the application, development and bidding of the specifications, and scheduling of the work, providers sometimes felt lost in the process. Monthly updates reduced anxiety and enabled the clients to communicate more effectively about schedules with parents.

4. *Frequent, if not daily, communication* with clients during the period of lead hazard control to prevent the risks of clients breaking containment and update them on progress.

5. *Easier access to contractors* by phone by both clients and program staff.

Nonetheless, exit interviews with clients indicated that communication continued to be the area where the program needed most improvement.

Recommendations:

1. Provide a complete list to the clients of all the offices/organizations that will contact the clients during the initial outreach.
2. Consider a toll-free number or a website/email link specifically dedicated to client inquiries.
3. Specify who to call for specific types of questions, and how long to expect for a reply.
4. Establish a telephone tree within the program so that inquiries can be forwarded efficiently to the right persons.
5. Assign one 1/2 FTE staff member as communication liaison with the clients.
6. Send bi-weekly or monthly progress updates to clients.
7. Provider daily client updates when lead hazard control is underway.
8. Require contractors to respond to client inquiries within a fixed time period (i.e., 1 day turnaround).

Appendix 4–1

The Home Based Child Care Lead Safety Program visual assessment tool combines items from the following instruments:

- The NYS Office of Children and Family Services (NYS OCFS) Day Care Regulations ,quality standards outlined in sections 417,3, 4, and 5.
- Caring for Our Children: National Health and Safety Performance Standards : Guidelines for Out-Of-Home Child Care, from the American Academy of Pediatrics, National Resource Center for Health and Safety in Child Care, American Public Health Association, and Maternal and Child Health Bureau.
- Housing Voucher Choice Program Inspection Form, ref Handbook 7420.8 form HUD-52580-A (9/00).
- The Family Day Care Rating Scale by Thelma Harms and Richard M. Clifford. The Family Day Care Rating Scale (FDCRS) was developed especially for the assessment of infant/toddler group care. The FDCRS consists of 32 items, which assess the quality of center-based child care for children up to 30 months of age. Home repairs will be performed in accordance with several of the criterion of the FDCRS under the headings "Space and Furnishings for Care and Learning" and "Basic Care."

Home-Based Child Care Lead Safety Program
Visual Assessment Form
Face Sheet

Owner: _____

Site Address: _____

City, Zip: _____ **Phone:** _____

Day Care Operator: _____

Number of children: Resident _____ < age 6 _____ 6 & older Day Care_____ < age 6 _____ 6 & older

What rooms are used for day care operations? (Check all that apply)

Living room ☐ Basement ☐
Dining room ☐ Family room/Den ☐
Kitchen ☐ Other (specify): ☐ _____

Number of stories: _____ **Year built:** _____

Number of bedrooms: _____ **Number of bathrooms:** Full _____ Half _____

Basement: ☐ Yes ☐ No **Attic:** ☐ Yes ☐ No

Roof type: ☐ Pitched ☐ Flat **Roofing material:** _____

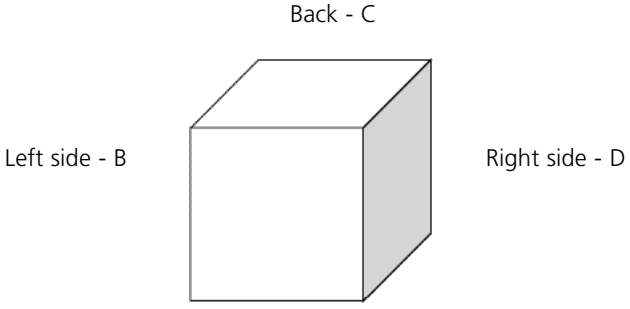
Siding type: ☐ Vinyl ☐ Aluminum ☐ Wood ☐ Other (specify) _____

Type of heating system: ☐ Natural gas ☐ Oil ☐ Electric ☐ Other _____

Central Air: ☐ Yes ☐ No

Number of Pets: Cats _____ Dogs _____ Other (specify) _____

Please refer to the following graphic when completing the exterior visual assessment on Page 2.



Front (facing street) – A

	EXTERIOR	Side				If 2 or 3, describe recommended actions and priority
		A	B	C	D	
	Condition (1–3, CD, NA) **1 = Appears Acceptable, 2 = Needs minor repairs, 3 = Needs major repairs, CD = Cannot be determined, NA = Not applicable**					
1.	**Grade/drainage** No evidence of water seeping into foundation					
2.	**Gutters and Downspouts** Not broken, no parts missing, conducts water to ground					
3.	**Roof** No holes/cracks, shingles not raised/missing, roofline does not sag, roof free of moss					
4.	**Walls and Siding** Siding has no holes/large cracks, broken/missing shingles or boards; walls are not out of plumb, bulging, or unstable; no evidence of flaking/peeling paint; no evidence of mold/moss/mildew					
5.	**Porch, Porch Roof, Stairs and Railings** No major components broken, missing, or out of alignment Access to areas under porches blocked with lattice or similar materials					
6.	**Windows and trim** No missing/broken windows; trim shows no flaking/peeling paint					
7.	**Exterior doors and trim** No missing/broken doors; trim shows no flaking/peeling paint					
8.	**Ground free of exterior paint chips**					
9.	**Yard condition** No areas of bare soil, yard free of debris, water features fenced					
10.	**Play area condition** Fencing present, in good repair and of appropriate design, areas are free of bare soil, water features fenced, play equipment in good repair					
11.	**Protection of openings** Openings to the outside are protected from the entrance of flying insects Foundation, roof, walls, floors, ceilings, windows and exterior doors are protected from the entrance of rodents					
12.	**Foundation** Free of visible cracks, no missing materials, structure does not lean and is visibly sound					
13.	**Chimney** Masonry is not cracked, no bricks are missing or loose, structure does not lean and is visibly sound					

Notes:

INTERIOR: Systems & Safety

For each numbered item, check one box only

Item No. Description	Appears in acceptable condition	Needs minor repairs	Needs major repairs	Cannot determine	If area needs major or minor repair specify what actions are recommended. Refer to assessment guide for examples of minor & major repairs.	Prioritiy for repair High, Medium or Low
S-1 Heating System						
System is capable of delivering healthy climate inside unit (65–75° F).	☐	☐	☐	☐		
The temperature of the hot water is not less than 60° F and does not exceed 120° F.	☐	☐	☐	☐		
No debris or materials are stored within 4 ft. of furnace.	☐	☐	☐	☐		
S-2 Space heaters						
All space heaters are UL or ETL certified.	☐	☐	☐	☐		
All space heaters are inaccessible to children.	☐	☐	☐	☐		
S-3 Cooling system						
Unit has adequate ventilation and cooling by means of openable windows or a working cooling system.	☐	☐	☐	☐		
S-4 Odors						
Unit is free from sewage and obvious odor of sewage.	☐	☐	☐	☐		
Unit is free from other strong odors or tobacco smoke.	☐	☐	☐	☐		
S-5 Emergency egress						
There is an acceptable fire exit that is not blocked.	☐	☐	☐	☐		
S-6 Interior stairs and common halls						
Interior stairs and common halls are free from trip and fall	☐	☐	☐	☐		
S-7 Fire/Burn Safety						
There is a working smoke detector adjacent to furnace	☐	☐	☐	☐		

Additional comments: (Reference item number)

INTERIOR: Kitchen

If a separate kitchen is used for the day care operation, complete a separate form and make notation

For each numbered item, check one box only

Item No. Description	Appears in acceptable condition	Needs minor repairs	Needs major repairs	Cannot determine	If area needs major or minor repair specify what actions are recommended. Refer to assessment guide for examples of minor & major repairs.	Prioritiy for repair High, Medium or Low
K-1 Electricity						
At least 1 working outlet and 1 working permanently installed light fixture.	☐	☐	☐	☐		
GFIs near water sources.	☐	☐	☐	☐		
Switches in good repair.	☐	☐	☐	☐		
K-2 Electrical Hazards						
No exposed wiring.	☐	☐	☐	☐		
K-3 Security						
All accessible windows and doors are childproof, lockable, have safety grade glass.	☐	☐	☐	☐		
All doors open and close completely.	☐	☐	☐	☐	☐ Not applicable	
If doors are lockable, they can be unlocked from outside.	☐	☐	☐	☐	☐ Not applicable	
There are locks or guards on all windows that are <32" above floor level.	☐	☐	☐	☐		
K-4 Window condition						
All windows can be easily opened and have no missing or broken out panes.	☐	☐	☐	☐		
K-5 Ceiling condition						
Ceiling is sound, free from large cracks, holes, or deteriorated paint/plaster.	☐	☐	☐	☐		
K-6 Wall condition						
Walls are sound, free from large cracks, holes, or deteriorated paint/plaster.	☐	☐	☐	☐		
K-7 Floor condition						
Floor is free of holes/broken tile, is smooth and cleanable.	☐	☐	☐	☐		

INTERIOR: Kitchen (continued)

Item No. Description	Appears in acceptable condition	Needs minor repairs	Needs major repairs	Cannot determine	If area needs major or minor repair specify what actions are recommended. Refer to assessment guide for examples of minor & major repairs.	Prioritiy for repair High, Medium or Low
K-8 Paint condition Ceilings, walls, floor show no evidence of flaking or peeling paint.	☐	☐	☐	☐		
K-9 Mold/moisture Ceilings, walls, floor show no evidence of mold, moisture damage. Room is free of musty smell.	☐	☐	☐	☐		
Plumbing has no leaks.	☐	☐	☐	☐		
K-10 Stove or range Working oven and/or stove. that is mechanically vented and inaccessible to children.	☐	☐	☐	☐		
K-11 Sink Working kitchen sink with hot and cold running water.	☐	☐	☐	☐		
K-12 Drinking water Drinking water is available to children at all times.	☐	☐	☐	☐		
K-13 Space for storage, preparation and serving of food Space to store, prepare and serve food is inaccessible to children.	☐	☐	☐	☐		
K-14 Insects/vermin No evidence of insect infestation or rodent droppings.	☐	☐	☐	☐		
K-15 Trash & garbage Garbage is placed in containers inaccessible to children.	☐	☐	☐	☐		
K-16 Fire/burn safety Working fire extinguisher.	☐	☐	☐	☐		
Presence of working smoke alarm.	☐	☐	☐	☐		
Radiators and pipes covered.	☐	☐	☐	☐		

INTERIOR: Kitchen (continued)

Item No. Description	Appears in acceptable condition	Needs minor repairs	Needs major repairs	Cannot determine	If area needs major or minor repair specify what actions are recommended. Refer to assessment guide for examples of minor & major repairs.	Prioritiy for repair High, Medium or Low
K-17 Emergency escape All openings for emergency. use have a 24" minimum dimension in each direction. At least two alternative means of egress.	☐ ☐	☐ ☐	☐ ☐	☐ ☐		
K-18 Poison prevention Pesticides, fertilizers, cleaning. supplies, drain cleaners or other toxic chemicles kept in areas inaccessible to children.	☐	☐	☐	☐		

Additional comments: (Reference item number)

INTERIOR: Bathroom #_____

Complete a separate form for each bathroom and identify with a number.
(If a separate bathroom is used primarily for the day care operations, make notation.)
For each numbered item, check one box only

Item No. Description	Appears in acceptable condition	Needs minor repairs	Needs major repairs	Cannot determine	If area needs major or minor repair specify what actions are recommended. Refer to assessment guide for examples of minor & major repairs.	Prioritiy for repair High, Medium or Low
B-1 Electricity						
At least 1 working outlet and 1 working permanently installed light fixture.	☐	☐	☐	☐		
GFIs near water sources.	☐	☐	☐	☐		
Switches in good repair.	☐	☐	☐	☐		
B-2 Electrical Hazards						
No exposed wiring.	☐	☐	☐	☐		
B-3 Security						
Toilet rooms have barriers that prevent entry of unattended toddlers.	☐	☐	☐	☐		
All doors open and close completely.	☐	☐	☐	☐		
All doors can be easily opened from inside.	☐	☐	☐	☐	☐ Not applicable	
If doors are lockable, they can be unlocked from outside.	☐	☐	☐	☐	☐ Not applicable	
There are locks or guards on all windows that are <32" above floor level.	☐	☐	☐	☐		
B-4 Window condition						
All windows can be easily opened and have no missing or broken out panes.	☐	☐	☐	☐		
B-5 Ceiling condition						
Ceiling is sound, free from large cracks, holes, or deteriorated paint/plaster.	☐	☐	☐	☐		
B-6 Wall condition						
Walls are sound, free from large cracks, holes, or deteriorated paint/plaster.	☐	☐	☐	☐		
B-7 Floor condition						
Floor is free of holes/broken tile, is smooth and cleanable.	☐	☐	☐	☐		

INTERIOR: Bathroom #_____ (continued)

Item No. Description	Appears in acceptable condition	Needs minor repairs	Needs major repairs	Cannot determine	If area needs major or minor repair specify what actions are recommended. Refer to assessment guide for examples of minor & major repairs.	Prioritiy for repair High, Medium or Low
B-8 Paint condition Floor, windows, doors, trim and ceilings are free of flaking/peeling paint.	☐	☐	☐	☐		
B-9 Flush toilet in an enclosed room in unit Working toilet in room separate from those used for cooking, sleeping, playing, or eating. Day care bathroom must. not be more than one floor level away from program area.	☐ ☐	☐ ☐	☐ ☐	☐ ☐		
B-10 Fixed wash basin or lavatory Working, permanently installed wash basin with hot and cold running water in the unit.	☐	☐	☐	☐		
B-11 Ventilation Openable windows are childproof. Working ventilation and exhaust system.	☐	☐	☐	☐		
B-12 Mold/moisture Ceilings, walls, floor show no evidence of mold, moisture damage. Room is free of musty smell. Plumbing has no leaks.	☐ ☐	☐ ☐	☐ ☐	☐ ☐		
B-13 Insects/vermin No evidence of insect infestation or rodent droppings.	☐	☐	☐	☐		
B-14 Trash & garbage Garbage is placed in containers inaccessible to children.	☐	☐	☐	☐		
B-15 Fire/burn safety Working fire extinguisher. Presence of working smoke alarm. Radiators and pipes covered.	☐ ☐ ☐	☐ ☐ ☐	☐ ☐ ☐	☐ ☐ ☐		

INTERIOR: Bathroom #_____ (continued)

Item No. Description	Appears in acceptable condition	Needs minor repairs	Needs major repairs	Cannot determine	If area needs major or minor repair specify what actions are recommended. Refer to assessment guide for examples of minor & major repairs.	Prioritiy for repair High, Medium or Low
B-16 Emergency escape All openings for emergency. use have a 24" minimum dimension in each direction.	☐	☐	☐	☐		
At least two alternative means of egress.	☐	☐	☐	☐		
B-17 Poison prevention Pesticides, fertilizers, cleaning. supplies, drain cleaners or other toxic chemicles kept in areas inaccessible to children.	☐	☐	☐	☐		

Additional comments: (Reference item number)

INTERIOR: Other room used for living and halls

(Enter assessment code for each room inspected)

1 = Acceptable condition
2 =Needs minor repairs (Enter recommended actions and repair priority on Page 13)
3 = Need major repairs (Enter recommended actions and repair priority on Page 13)
CD = Can not determine
NA = Not applicable
Refer to assessment guide for examples of minor and major repairs

Item No. Description	Bedroom or other room used for sleeping	Dining room or dining area	Living room, family room, den, playroom, TV room	Entrance halls, corridors, stair cases	Finished basement	Other
O-1 Electricity& Illumination If bedroom, at least 2 working outlets or 1 working outlet and 1 permanently installed light fixture If not bedroom, means of illumination						
O-2 Electrical Hazards No exposed wiring.						
O-3 Security Windows and doors that are accessible from the outside are lockable All doors can be opened and closed completely All doors can be easily opened from inside If doors are lockable, they can be unlocked from outside There are locks or guards on all windows that are <32" above floor level						
O-4 Window Condition All windows can be easily opened and have no missing or broken out panes						
O-5 Ceiling Condition Ceiling is sound, free from large cracks, holes, or deteriorated paint/plaster						

INTERIOR: Other room used for living and halls (continued)

(Enter assessment code for each room inspected)

Item No. Description	Bedroom or other room used for sleeping	Dining room or dining area	Living room, family room, den, playroom, TV room	Entrance halls, corridors, stair cases	Finished basement	Other
O-6 Wall Condition Walls are sound, free from large cracks, holes, or deteriorated paint/plaster						
O-7 Floor Condition Floor is free of holes/broken tile, is smooth and cleanable						
O-8 Paint Condition Floors, windows, doors, trim and ceilings are free of flaking/peeling paint						
O-9 Ventilation Openable windows are childproof						
O-10 Basement Room is well lighted with comfortable temperature and humidity and free of friable asbestos						
O-11 Mold/moisture Ceilings, walls, floor show no evidence of mold, moisture damage. Room/ area is free of musty smell. Plumbing has no leaks						
O-12 Insects/Vermin No evidence of insect infestation or rodent droppings						
O-13 Trash & Garbage Garbage is placed in containers inaccessible to children						

INTERIOR: Other room used for living and halls (continued)

(Enter assessment code for each room inspected)

Item No. Description	Bedroom or other room used for sleeping	Dining room or dining area	Living room, family room, den, playroom, TV room	Entrance halls, corridors, stair cases	Finished basement	Other
O-14 Fire/Burn Safety Working fire extinguisher. Presence of smoke alarm Radiators and pipes covered						
O-15 Emergency Escape All openings for emergency use have a 24" minimum dimension in each direction. At least two alternative means of egress.						
O-16 Poison Prevention Cleaning supplies drain cleaners or other toxic chemicals kept in areas inaccessible to children.						

Additional comments: (Reference item number

Recommended Actions and Repair Priority:
Other rooms used for living and halls

Room/Area	Recommended Actions	Priority for repair High, Medium or Low
Bedroom/Sleeping room		
Dining room/Dining area		
Living room/Family room		
Entrance halls, corridors and stairs		
Finished basement		
Other		

Visual Assessment Repair Guide

Use as a guide to determining whether minor or major repairs are needed.

Assessment Area	Minor	Major
Exterior	Redirection of downspouts/Clean gutters Limited replacement of siding on one side of house Replace/repair portions of fence Replace shingles on portion of roof Paint one wall Repair 25% of windows Repair of cracks and holes in < 50% of foundation area Cover access under porches with lattice Cover <25% of play areas with fabric barrier and 4" of mulch Repair cracks in or paint exterior doors Cover vents or other areas accessible to birds and vermin Cut back or prune vegetation	Replacement /repair of siding on more than one side of house Rebuild fence or build new fence Replace shingles or repair more than 50% of roof surface Paint all exterior walls Repair or replace 50% or more of windows Repair of cracks or holes in 50% or more of foundation Repair or replace more than 50% of porch structure Cover 25% or more of play areas with fabric barrier and 4" of mulch Replace most exterior doors Repair or replace chimney Cut down trees or landscape more than 50% of yard
Interior systems and safety	Wrap/insulate hot water heater Pipes needs snaking Replace/repair some stairs and railings Repair furnace	Replace hot water heater Waste pipes need replacement/system needs complete overhaul Replace or repair most stairs and railings Replace furnace
Kitchen	Repair crack/chips in walls Cover exposed wiring/install GFI Replace switch plates Repair/replace portions of floor or ceiling Clean mold and mildew Put locks or guards on windows <32" Repair stove Repair or replace doors Repair cabinets Paint over existing surface	Replace drywall Replace most outlets, sockets and wiring; move electrical outlets Replace entire floor or repair 50% or more of ceiling Replace stove Replace sink Replace cabinets Install exhaust fan
Bathroom	Repair water damage, crack/chips in walls Paint over existing surface Cover exposed wiring/install GFI Replace switch plates Repair/replace portions of floor or ceiling Clean mold and mildew Repair/rehab windows Put locks or guards on windows <32" Repair toilet or sink Repair or replace doors	Replace drywall on one or more walls Replace most outlets, sockets and wiring Replace entire floor or repair 50% or more of ceiling Replace sink Replace toilet Install exhaust fan Replace windows
Other rooms	Repair crack/chips in walls Stabilize/Paint over existing surface Cover exposed wiring/install GFI Replace switch plates Repair/replace portions of floor or ceiling Clean mold and mildew Repair/rehab windows Put locks or guards on windows <32" Repair or replace doors	Replace drywall Replace most outlets, sockets and wiring Replace entire floor or repair 50% or more of ceiling Replace windows

Appendix 4–2
Home-Based Child Care Lead Safety Project
Sample Contractor Application Package and
Pre-Bid Master Specifications

Home-Based Child Care Lead Safety Project
Criteria for Acceptance onto Contractor List

All Contractors Must:

1. Complete the Contractor Application Form and Addendum, and provide the requested supporting documentation unless valid and current documents are already on file with *[NAME OF HOUSING ORGANIZATION HERE]*.

2. Submit Notices of Completion for all workers and supervisors who have taken and passed approved lead-safe work practices training courses.

3. If a licensed lead abatement contractor, submit current and valid Lead Abatement Worker and Lead Abatement Supervisor certificates and licenses for all such workers and supervisors, and the firm's current and valid license as a lead abatement contractor.

4. Have a proven track record of quality performance of lead abatement or renovation, remodeling and rehabilitation projects. References are required for a minimum of three (3) previous projects. If the Contractor has done 3 or more projects for *[HOUSING ORGANIZATION]* in the past 3 years and has had satisfactory performance on its last 3 consecutive projects, no new references will be required.

5. Comply and abide with Section 3, MBE, WBE and EEO policies and requirements of the City, the State, and the Federal government.

6. Submit policy documents and/or other written evidence, including "additional insured" endorsements and certificates of insurance, that contractor carries the following insurance for all projects awarded:
   - General Liability written on an "occurrence" basis with no sunset clause ($300,000 per occurrence/$300,000 aggregate).
   - Worker's Compensation.
   - *[NAMES OF ALL PARTNER ORGANIZATIONS]* must be named as certificate holders and "additional insureds" on all such policies.

7. Keep all required insurance policies current and mail policy renewal certificates and/or declaration pages to *[NAMES OF PARTNER ORGANIZATIONS]*. Provide a Business Certificate. If incorporated, submit copies of papers pertaining to incorporation.

8. Pay an $80.00 fee each time there is a failed dust wipe sample at a job site. This fee covers the cost of re-testing and laboratory analysis.

9. Consistently perform quality work in accordance with the Home-Based Child Care Lead Safety Program Pre-Bid Specifications. Additionally, all work is to be performed according to local codes and the contractor is responsible for obtaining all necessary permits if and when required by the contract.

10. Remain current and informed regarding Federal and State requirements and guidelines regarding lead-based paint hazard reduction.

11. Warranty all work for a period of one (1) year from the date of the final inspection, unless otherwise required by law. During this one (1) year warranty period, the contractor must be willing to investigate homeowner complaints regarding items that were completed during the project. Any responses to complaints must be made in a timely manner.

12. Adhere to all requirements and terms of the contract, including the start and finish dates. All anticipated delays, including their legitimacy, shall be approved or denied in advance by the Program Manager. There is a $200 per day penalty for violation of the completion dates as stated on the Proceed Order unless otherwise approved by the Program Manager. All project delays due to weather, material delivery or other factors must be approved by special permission from the Program Manager.

13. Clear all jobs within two weeks to reduce the risk of existing lead hazards at the job sites, unless a different time period has been agreed to in writing by the Program Manager. A contractor will not be eligible to bid on new job projects if that contractor has three (3) or more projects that have not been completed according to the Program Manager.

    As an incentive, the if the contractor completes the work prior to the agreed upon scheduled finish date and the unit passes a clearance inspection, the Program will pay the contractor $200.00 per day starting on the day immediately after receipt of notice of successful clearance and up to and including the original project finish date.

14. Begin all jobs within a month of the loan closing with the homeowner. The Program Manager must grant any variation or delays in the start date.

Home-Based Child Care Lead Safety Project
Contractor Application

(Please print or type)

Company Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Business Phone: _____ Cell Phone: _____ Pager: _____

Owner's Name: _____

Social Security #: _____ Federal Tax ID #: _____

Owner's Residence (if different than company address): _____

---

1. Please list the names and addresses of at least three (3) property owners for which your firm has completed renovation, remodeling or rehabilitation work, or lead hazard control work within the last three (3) years:

   Name of property owner(s): _____

   Address: _____

   Telephone #: _____

   Name of property owner(s): _____

   Address: _____

   Telephone #: _____

   Name of property owner(s): _____

   Address: _____

   Telephone #: _____

   Name of property owner(s): _____

   Address: _____

   Telephone #: _____

I/We certify that all information contained in this application is true and correct to the best of my/our knowledge:

Signature of Owner: _____ Date: _____

Signature of Owner: _____ Date: _____

Signature of Owner: _____ Date: _____

Home-Based Child Care Lead Safety Project
Contractor Application Addendum

General Background:

A. Current President or Chief Executive Officer: _____

B. Name and Address of current affiliated companies, if any (parent, subsidiary, divisions):

_____

_____

Financial Status:

A. [NAME OF PARTNER ORGANIZATIONS] reserve the right to request financial status information on a case-by-case basis.

B. *Bankruptcies:*

1. Has the contractor or any of its parents, subsidiaries or divisions ever had a Bankruptcy Petition filed in its name voluntarily or involuntarily? (yes/no): _____
   If "yes," specify the dates, circumstances and final resolution.

   _____

   _____

   _____

C. *Loans:*

1. Is the contractor currently in default on any loan agreement or financing agreement with any bank, financial institution or other entity? (yes/no): _____
   If "yes," specify the dates, details and prospects for resolution.

   _____

   _____

   _____

Proposed Project Personnel:

A. *Proposed Project Manager:*

1. List the name, qualifications and background of your proposed project manager for this project. Include the names and addresses of the companies he/she has been affiliated with in the last five (5) years. Attach resume if available.

   _____

   _____

   _____

B. *Proposed Project Superintendent:*

1. List the name, qualifications and background of your proposed project superintendent, if different that the project manager, for this project. Include the names and addresses of the companies he/she has been affiliated with in the last five (5) years. Attach resume if available.

   _____

   _____

   _____

References:

A. *Banks:*

Bank #1:

Name: _____

Address: _____

City/State/Zip: _____

Contact: _____

Phone #: _____

Bank #2:

Name: _____

Address: _____

City/State/Zip: _____

Contact: _____

Phone #: _____

Comments

Please list any additional information that you believe would assist the property owner in evaluating the possibility of using the contractor on this project.

Home-Based Child Care Lead Safety Project
Pre-Bid Specifications

Category 1 **General Requirements**

Spec Title: LEAD-SPECIFIC LAWS, RULES, REGULATIONS AND GUIDELINES
Spec Number: 1-01
Spec Description: The execution of this work shall comply with all applicable federal, state, and local laws, rules, regulations and guidelines for lead hazard reduction. These include but are not limited to: OSHA 29 CFR 1926 – Construction Industry Standards; 29 CFR 1926.62 – Construction Industry Lead Standard; 29 CFR 1910.1200 – Hazard Communication Standard; 40 CFR Part 745 – EPA Regulations; 24 CFR Part 35 – HUD Regulation on Lead-Based Paint Hazards in Federally Owned Housing and Housing Receiving Federal Assistance; and HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing.

Spec Title: PROHIBITED PAINT REMOVAL METHODS
Spec Number: 1-02
Spec Description: The following paint removal methods are prohibited:
- Open flame burning or torching;
- Machine sanding or grinding without a HEPA local exhaust control;
- Abrasive blasting or sandblasting without a HEPA local exhaust control;
- Use of heat guns operating above 1,100ºF or charring the paint;
- Dry sanding or dry scraping, except dry scraping in conjunction with heat guns operating below 1,100ºF or within one (1) foot of electrical outlets, or when treating defective paint spots totaling no more than two (2) square feet in any one interior room or space, or totaling no more than 20 square feet on exterior surfaces; and
- Paint stripping in a poorly ventilated space using a volatile stripper that is a hazardous substance in accordance with regulations of the Consumer Product Safety Commission and/or a hazards chemical in accordance with the Occupational Safety and Health Administration.

Spec Title: HISTORIC STRUCTURES AND HISTORIC PRESERVATION REQUIREMENTS
Spec Number: 1-03
Spec Description: This structure must be addressed in strict conformance to the "Guidelines for Rehabilitating Historic Buildings." Lead hazard reduction measures that disturb, replace or enclose historic features are not permitted, unless the appropriate historic preservation office or commission has granted a specific waiver or other approval.

Spec Title: CLEARANCE EXAMINATION BEFORE FINAL ACCEPTANCE
Spec Number: 1-04
Spec Description: Prior to final acceptance of the lead hazard reduction work and all other remodeling, renovation or rehabilitation work, the unit shall be visually inspected for any remaining paint chips, dust and debris and lead dust wipe samples shall be obtained from floors, window sills and window troughs. The contractor shall re-clean all applicable components and surfaces and pay for all additional clearance dust wipe samples if any dust sample results exceed the thresholds of 40µg/ft2 for floors, 250 µg/ft2 for window sills and 400 µg/ft2 for window troughs.

Spec Title: WORKER PROTECTION
Spec Number: 1-04
Spec Description: Persons carrying out lead hazard reduction activities must comply with all applicable federal, state, local laws and regulations related to safety in the workplace, including the respiratory protection requirements found in the OSHA Lead In Construction Standard (29 CFR 1926.62).

Spec Title: PROHIBITED WORKER ACTIVITIES
Spec Number: 1-05
Spec Description: To minimize the potential for worker exposure to lead dust, the following activities are prohibited in any lead hazard reduction work area or space:
- Eating;
- Drinking;
- Chewing gum or tobacco;
- Smoking; and
- Applying cosmetics.

Post an OSHA compliance notice to workers as follows: "Warning – Lead Work Area – Poison – No Smoking or Eating."

Spec Title: WORKER PROTECTIVE CLOTHING
Spec Number: 1-06
Spec Description: Each worker shall be provided with disposable, hooded and footed coveralls during demolition, surface preparation, and paint removal activities. Impervious rubber boots, gloves, face shield, and chemical-resistant coveralls must be provided when dangerous paint stripping chemicals are used.

Spec Title: WORKER TRAINING REQUIREMENTS – INTERIM CONTROLS AND STANDARD TREATMENTS
Spec Number: 1-07
Spec Description: All persons conducting "interim controls" and/or "standard treatments" lead hazard reduction activities must either be supervised by a trained and certified lead abatement supervisor or provide proof of completion of a HUD-approved worker training course in lead hazard awareness, self protection and safe work practices prior to commencement of work.

Spec Title: WORKER AND SUPERVISOR TRAINING AND CERTIFICATION REQUIREMENTS – ABATEMENT
Spec Number: 1-08
Spec Description: All workers conducting "abatement" lead hazard reduction activities must be trained and certified as lead abatement workers and provide proof of valid EPA-approved licenses or certificates. All persons acting as supervisors during "abatement" lead hazard reduction activities must be trained and certified as lead abatement supervisors and provide proof of valid EPA-approved licenses or certificates.

Spec Title: GROUND FAULT CIRCUIT INTERRUPTOR REQUIRED
Spec Number: 1-09
Spec Description: Due to the requirement to work "wet" during lead hazard reduction activities, all electric circuits and extension cords in use must be protected by GFCI with integral test buttons.

Spec Title: WORKER RESPIRATORS
Spec Number: 1-10
Spec Description: All employees engaging in lead hazard reduction activities shall be fit tested and provided with personal half-face respirators and filters as appropriate to task under a respirator program in accordance with 29 CFR 1910.134 and 29 CFR 1926.62.

Spec Title: LEAD EXPOSURE MONITORING
Spec Number: 1-11
Spec Description: Whenever OSHA Class I Tasks (e.g., manual demolition, manual scraping or sanding, using heat guns operating below 1,100ºF or power tools with a HEPA local exhaust control) are specified, the contractor must provide full worker protection or exposure monitoring data. Contractors shall hire an outside firm to perform a determination of worker exposures using personal air sampling at a nominal flow rate of 2 liters per minute and a sampling train consisting of a 0.8u pore size filter housed in a closed-face 37mm cassette. Alternately, contractors may use data from previous jobs that are similar in objective data, as specified in the OSHA standard, to establish the personal protective equipment requirement.

Category 2 **Worksite Preparation, Daily Cleaning, Final Cleaning and Waste Disposal**

Spec Title: SECURE SITE
Spec Number: 2-01
Spec Description: After the temporary relocation of the occupants, the contractor shall assume responsibility for securing the site against theft, vandalism, fire and other dangers.
Unit of Measure: DY
Your Unit Cost: $_____

Spec Title: COVER AND PROTECT OCCUPANT FURNITURE AND BELONGINGS
Spec Number: 2-02
Spec Description: After the dwelling unit owner and/or occupants pack and remove all valuable and breakable items, the contractor shall cover any remaining furnishings, decorations and personal belongings with at least a single layer of 4-mil polyethylene sheeting and secure to surrounding walls and floor with 2" tape until all work has been completed and a clearance examination has been performed and final clearance has been achieved.
Unit of Measure: RM
Your Unit Cost: $_____

Spec Title: MINI INTERIOR CONTAINMENT
Spec Number: 2-03
Spec Description: Construct a dust-tight space surrounding the work area or room with at least 4-mil polyethylene sheeting and 2" tape. HEPA vacuum all visible work and containment surfaces after work is completed. Create a 5' x 6' walk-off mat at the work site exit with 2 layers of at least 4-mil polyethylene sheeting.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: SET UP INTERIOR CONTAINMENT
Spec Number: 2-04
Spec Description: Make applicable notifications to state or local agencies, post job site signage and secure lead hazard reduction sites. Pre-clean floors, window sills, window troughs and other areas of dust build-up with a HEPA vacuum. Seal all floors with two continuous layers of at least 4 mil polyethylene sheeting taped to baseboard and 4′ beyond door openings with 2″ wide, easy release masking tape. Close and seal HVAC registers with at least 4-mil polyethylene sheeting. Wrap all built-in furniture, cabinetry and fixed appliances with at least 4-mil polyethylene sheeting and tape with 2″ tape to create an airtight seal.
Unit of Measure: RM
Your Unit Cost: $_____

Spec Title: EXTERIOR VERTICAL CONTAINMENT
Spec Number: 2-05
Spec Description: After installation of appropriate exterior ground containment, hang a disposable reinforced plastic sheet from 3′ above the highest proposed workstation on metal tube scaffolding secured to withstand a 40 mph wind gust. Maintain containment until final clearance has been achieved. Create an outer barrier of flags or plastic tape 3′ on center, 20′ from work site. Close and lock all windows and doors from the interior on the work site elevation. Remove and replace daily.
Unit of Measure: EL
Your Unit Cost: $_____

Spec Title: EXTERIOR GROUND CONTAINMENT
Spec Number: 2-06
Spec Description: Attach two layers of 12′ wide at least 4 mil polyethylene sheeting to the building perimeter with staples or furring strips extending 10′ past the work area. Construct a worksite perimeter curb of 4″ x 4″ timbers wrapped under the containment. Create an outer barrier of flags or plastic tape 3′ on center, 20′ from work site. Close and lock all windows and doors from the interior on the work site elevation. Remove and replace daily.
Unit of Measure: DA
Your Unit Cost: $_____

Spec Title: DAILY CLEAN-UP
Spec Number: 2-07
Spec Description: At the end of each work shift, as appropriate, wet mist and wrap all large debris in at least 4-mil polyethylene sheeting and remove to the designated storage area. Wet mist small debris and sweep to 6 mil plastic garbage bags, goose neck and tape shut. Mist and fold interior and exterior ground containment polyethylene sheeting prior to storage or disposal. Place in 6 mil plastic garbage bags, gooseneck and tape shut with 2″ tape.
Unit of Measure: DU
Your Unit Cost: $_____

Spec Title: FINAL CLEANING – THREE STEP PROCESS
Spec Number: 2-08
Spec Description: After completion of all lead hazard reduction activities, wet mist, fold inward, tape shut with 2″ duct tape and remove all containment polyethylene sheeting, with floors last. Placing such sheeting in 6 mil plastic garbage bags, goose neck and then tape shut with 2″ duct tape. HEPA vacuum all visible surfaces including walls, floors and ceilings from the top down. Detergent scrub and/or mop all horizontal surfaces in small sections using a 2-bucket system, changing rinse water every 250 SF. Completely rinse with clean water and new equipment. After surfaces are dry, HEPA vacuum all visible surfaces except the ceiling.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: LEAD WASTE DISPOSAL
Spec Number: 2-09
Spec Description: Wet mist and wrap all architectural components in at least 4-mil polyethylene sheeting to prevent dust release during transport. Separate Category I lead waste (paint chips, stripping sludge, HEPA debris and water filtrate), if so required by state and/or local authorities, and non-hazardous waste. Ensure that all waste, both hazardous and non-hazardous, is managed in accordance with state or local regulations. The contractor and the owner are jointly responsible for ensuring that any lead waste classified as hazardous, if applicable, is transported, manifested and delivered by licensed transporters to licensed treatment, storage and disposal facilities.
Unit of Measure: DU
Your Unit Cost: $_____

Spec Title: SOLID WASTE DISPOSAL – HAZMAT
Spec Number: 2-10
Spec Description: Dispose of all Category I lead waste (paint chips, stripping sludge, HEPA debris and water filtrate) in compliance with state or local regulations. Store and secure waste in 6 mil bags or 55-gallon drums marked "Contains Lead – Systemic Poison." Provide owner with a completed manifest verifying final waste disposition by a licensed hazardous material waste hauler. The contractor and the owner are jointly responsible for ensuring that any waste classified as hazardous is transported, manifested and delivered by licensed transporters to licensed treatment, storage and disposal facilities.
Unit of Measure: CY
Your Unit Cost: $_____

Category 3 **Wall and Ceiling Treatments**

Spec Title: STABILIZATION – LIMITED SURFACE AREA
Spec Number: 3-01
Spec Description: After establishing any required floor containment with at least 4 mil polyethylene sheeting, mist defective paint with water to the point of saturation without dripping on floor. Aggressively scrape all loose paint, wallpaper and plaster with a draw scraper. Feather edges with a wet 100-grit sponge sanding block. Detergent wash work area, rinse and allow to dry. HEPA vacuum all visible paint chips, dust and debris. Spot prime and apply an acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: STABILIZE WALL AND TRIM
Spec Number: 3-02
Spec Description: After establishing any required floor containment with at least 4 mil polyethylene sheeting, mist defective paint with water to the point of saturation without dripping on floor. Aggressively scrape all loose paint, wallpaper and plaster with a draw scraper. Feather edges with a wet 100-grit sponge-sanding block. Detergent wash work area, rinse, allow to dry and HEPA vacuum all visible paint chips, dust and debris. Spot prime and apply an acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: STABILIZE CEILING
Spec Number: 3-03
Spec Description: After establishing any required floor containment with at least 4 mil polyethylene sheeting, mist defective paint with water to the point of saturation without dripping on the floor. Aggressively scrape all loose paint, wallpaper and plaster with a draw scraper. Feather edges with a wet 100-grit sponge sanding block. Detergent wash work area, rinse, allow to dry and HEPA vacuum all visible paint chips, dust and debris. Spot prime and apply an acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: LAMINATE WITH 3/8" GREENBOARD
Spec Number: 3-04
Spec Description: After establishing any required floor containment with at least 4 mil polyethylene sheeting, mark "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. Hang, tape and skim coat plaster finish 3/8" greenboard over surface using screws 8" on center. Remove/reinstall all electrical components as required. Seal all penetrations with siliconized acrylic caulk. Prime and apply an enamel topcoat per manufacturer's instructions in the same color as original. HEPA vacuum any visible paint chips, dust and debris.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: LAMINATE WITH 3/8" GYPSUM BOARD
Spec Number: 3-05
Spec Description: After establishing any required floor containment with at least 4 mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of lead-painted ranch or ogee base molding. Mark "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. Hang, tape and 3-coat finish 3/8" gypsum board over surface using screws 8" on center and 1/4" adhesive beads 16" on center. Seal all penetrations and butt seams at door and window casing and base molding with siliconized acrylic caulk. Install 3/8" ogee at baseboard. Prime with gypsum primer and apply an acrylic latex topcoat per manufacturer's instructions in the same color as original. HEPA vacuum any visible paint chips, dust and debris.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: LAMINATE WITH 1/2" GYPSUM BOARD
Spec Number: 3-06
Spec Description: After establishing any required floor containment with at least 4 mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of lead-painted ranch or ogee base molding. Mark "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. Hang, tape and 3-coat finish 1/2" gypsum board over surface using screws 8" on center and adhesive beads 16" on center. Seal all penetrations and butt seams at door and window casing and base molding with siliconized acrylic caulk. Install 3/8" ogee at baseboard. Prime with gypsum primer and apply an acrylic latex topcoat per manufacturer's instructions in the same color as original. HEPA vacuum any visible paint chips, dust and debris.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: INSTALL CEILING TILES – FIBERGLASS
Spec Number: 3-07
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, mist defective paint and wallpaper with water to the point of saturation without dripping on the floor. Wet scrape to remove all loose and peeling paint, wallpaper and plaster. Mark "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. Install a 2' x 2' T-bar suspended ceiling grid with main runners perpendicular to ceiling joists with hanger screws at least 24" on center. Install a 5/8" vinyl-faced fiberglass drop-in tile. HEPA vacuum any visible paint chips, dust and debris.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: INSTALL CEILING TILES – GYPSUM
Spec Number: 3-08
Spec Description: After establishing any required floor containment with at least 4 mil polyethylene sheeting, mist defective paint and wallpaper to the point of saturation without dripping on the floor. Wet scrape to remove all loose and peeling paint, wallpaper and plaster. Mark "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. Install a 2' x 2' T-bar suspended ceiling grid with main runners perpendicular to ceiling joists with hanger screws at least 24" on center. Install a 1/2" gypsum ceiling tile. HEPA vacuum any visible paint chips, dust and debris.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: ENCLOSE CEILING – FUR, HANG AND FINISH 1/2" GYPSUM BOARD
Spec Number: 3-09
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, level surface with 1" x 3" wood or metal furring strips 16" on center. Hang, tape and 3-coat finish, 1/2" gypsum boards using adhesive beads and screws 8" on center after clearly marking "Lead Paint" every 4' on old substrate surfaces to be enclosed. Extend or remount light fixtures with siliconized acrylic or polyurethane foam sealant. Prime and apply an acrylic latex topcoat per manufacturer's instructions in the original color. HEPA vacuum any visible paint chips, dust and debris.
Unit of Measure: SF
Your Unit Cost: $_____

Category 4 **Floor Treatments**

Spec Title: VINYL TILE REPAIR
Spec Number: 4-01
Spec Description: Remove all damaged floor tiles and clean adhesive from the floor deck. Install replacement tiles using manufacturer's adhesive and specifications to create a cleanable surface. Match existing tile, size, color and style as closely as possible. HEPA vacuum any visible paint chips, dust and debris.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: DISPOSE OF CARPET
Spec Number: 4-02
Spec Description: After occupants remove breakable personal items, move furniture. Wet mist carpet with a detergent solution. Cut carpet into 6' x 6' sections. Roll and wrap each carpet section in at least 4 mil polyethylene sheeting and remove. HEPA vacuum and wet mop bare floor.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: STABILIZE FLOOR – ACRYLIC LATEX DECK ENAMEL
Spec Number: 4-03
Spec Description: Re-nail all loose floorboards and fill holes. Wet scrape or wet floor buff the entire floor deck, including the closet, with 80 grit, non-woven, 16" floor buffer pads. HEPA vacuum, de-gloss and mop with a detergent solution. Rinse, allow to dry, HEPA vacuum, and tack rag surface. Apply two coats of acrylic latex deck enamel per manufacturer's specifications.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: STABILIZE FLOOR – POLYURETHANE CLEAR VARNISH
Spec Number: 4-04
Spec Description: Re-nail all loose floorboards and fill holes. Wet scrape or wet floor buff the entire floor deck, including the closet, with 80 grit, non-woven, 16" floor buffer pads. HEPA vacuum, de-gloss and mop with a detergent solution. Rinse, allow to dry, HEPA vacuum and tack rag surface. Apply two coats of high gloss polyurethane clear varnish per manufacturer's instructions.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: ENCLOSE UNDERLAYMENT
Spec Number: 4-05
Spec Description: Wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of any finish flooring and shoe molding. HEPA vacuum any visible paint chips, dust and debris. Mark underlayment floor "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. Screw or ring shank nails 8" on center to install underlayment grade plywood using adhesive. Replace shoe molding to seal edges. Apply one coat of deck enamel per manufacturer's instructions.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: FLOOR ENCLOSURE – UNDERLAYMENT AND VINYL COMPOSITE TILE
Spec Number: 4-06
Spec Description: Mark "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. HEPA vacuum any visible paint chips, dust and debris. Install 3/8" underlayment grade plywood using adhesive and 7d screw shank or cement coated nails, 6" on center in all directions. Lay 12" x 12" x 1/8" vinyl composition tile per manufacturer's specs. Install shoe molding around baseboard and metal edge strips at openings. (Owner's choice of in-stock color/pattern.)
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: FLOOR ENCLOSURE – UNDERLAYMENT AND VINYL SHEET GOODS
Spec Number: 4-07
Spec Description: Mark "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. HEPA vacuum any visible paint chips, dust and debris. Install 5/16" underlayment grade plywood, using adhesive and 7d screw shank or cement coated nails, 6" in all directions. Install .07" thick, backed vinyl sheet goods with minimum seams, per manufacturer's recommendations. Install metal edge strips in openings, show or vinyl base around perimeter. (Owner's choice of in-stock color/pattern.)
Unit of Measure: SF
Your Unit Cost: $_____

Category 5 **Stairwell Treatments**

Spec Title: STABILIZE STAIRCASE – POLYURETHANE CLEAR VARNISH
Spec Number: 5-01
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation. Aggressively wet scrape all deteriorated paint with a draw scraper. Feather edges with a wet 100-grit sponge sanding block. De-gloss, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Prime and apply a polyurethane clear varnish per manufacturer's instructions.
Unit of Measure: RI
Your Unit Cost: $_____

Spec Title: ENCLOSE TREADS AND RISERS – WOOD
Spec Number: 5-02
Spec Description: Mark "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. Chisel nose off treads and apply 5/4" pine stepping stock. Secure treads with a full coat of adhesive and 7d screw shank flooring nails or stainless steel finish screws. Laminate risers with 1/4" BCX plywood back caulked and nailed with ring shank brads. Stain surface to match color of surrounding wood and apply 2 coats of high gloss urethane. Wet scrape, detergent wash work area, rinse and allow stringer to dry. HEPA vacuum any paint chips, dust and debris. Prime and apply an acrylic latex enamel topcoat to the stringers.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: ENCLOSE TREADS AND RISERS – RUBBER
Spec Number: 5-03
Spec Description: Mark "Lead Paint" at 4' intervals on old substrate surfaces to be enclosed. Install rubber stair treads with integral nosing with manufacturer's adhesive. Laminate risers with matching riser kick guards. HEPA vacuum any paint chips, dust and debris.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: RAIL SYSTEM STABILIZATION
Spec Number: 5-04
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation. Wet scrape deteriorated surface; feather edges with 100 grit wet sanding block; detergent wash work area and de-gloss remainder of surface; rinse; HEPA vacuum any paint chips, dust and debris; and spot prime bare substrate. Apply a single acrylic latex topcoat to entire surface.
Unit of Measure: LF
Your Unit Cost: $_____

Category 6 **Window Treatments**

Spec Title: INSTALL VINYL DOUBLE HUNG, DOUBLE GLAZED WINDOW
Spec Number: 6-01
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist window surface, score components with a utility knife, and use pry bar to remove components. Wrap in at least 4-mill polyethylene sheeting and dispose of all removed window components (sashes, stops, and parting bead). Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Wrap exterior jamb and sill with .027" aluminum coil stock back caulked and nailed 6" on center. Field measure and install a PVC, 1 over 1, double hung, double glazed window and 1/2 screen. Prep for paint, caulk edges and prime new wood. Clean glass.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: INSTALL VINYL SLIDING, DOUBLE-GLAZED WINDOW
Spec Number: 6-02
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist window surface, score components with a utility knife, and use pry bar to remove components. Wrap in at least 4-mill polyethylene sheeting and dispose of all removed window components (sashes, stops, and parting bead. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Wrap exterior jamb and sill with .027" aluminum coil stock back caulked and nailed 6" on center. Field measure and install a PVC double glazed, sliding replacement window with screen. Caulk edges and clean glass.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: INSTALL VINYL BASEMENT WINDOW
Spec Number: 6-03
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of entire basement window and jamb. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Re-frame opening with 2" x 8" casing and install an awning or slider type, single glazed vinyl window with a piggy back storm window. Re-trim opening with 1" x 6" casing. Prep and prime wood, caulk and apply acrylic latex topcoat per manufacturer's instructions.
Unit of Measure: EA
Your Unit Cost: $_____

Category 7 **Door Treatments**

Spec Title: INTERIOR DOOR – STABILIZE
Spec Number: 7-01
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, mist deteriorated paint with water to the point of saturation without dripping on the floor. Wet scrape door, frame and trim with curved draw scrapers. Feather edges with a wet 100 grit sponge sanding block. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Spot prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: INTERIOR DOOR – STABILIZE, PLANE AND ADJUST
Spec Number: 7-02
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, remove door at hinge pins and take to a fully contained lead workroom on site. Place pins in plastic bag on jamb for safe keeping. Plane door edges and adjust the hasp and strike plate to minimize door/jamb friction and contact. Mist deteriorated paint with water to the point of saturation without dripping on the floor. Wet scrape door, jamb and trim. Clean and de-gloss door with detergent wash work area, rinse, dry and HEPA vacuum any paint chips, dust and debris. Spot prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as the original. Re-install door on hinges.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: INTERIOR DOOR – STRIP PAINT OFF-SITE AND RE-HANG
Spec Number: 7-03
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, remove door at hinge pins, mark location at top edge and wrap in polyethylene sheeting. Package stops in at least 4-mil polyethylene sheeting and dispose. Place pins in plastic bag on jamb for safekeeping. Send packaged door to off-site paint stripper. Strip paint on door jamb with a heat gun operating below 1100ºF, or with caustic or chemical strippers. Neutralize all striped components and sand smooth. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Prime and apply acrylic latex topcoat per manufacturer's instructions to the door jamb. Stain and polyurethane door or apply an acrylic latex topcoat per manufacturer's instructions in the same color as the original. Re-install existing lock or install brass finish lockset. Re-install door on hinges.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: INTERIOR DOOR – REPLACE WITH 6 PANEL DOOR
Spec Number: 7-04
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of door unit, stop molding and hardware. Wet scrape jamb and trim. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Install a pine or fir 6 panel 1-3/8" door on two 3" x 3" butt hinges. Provide brass finish lockset. Spot prime bare wood and apply acrylic latex topcoat as per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: INTERIOR DOOR – REPLACE WITH HOLLOW CORE DOOR
Spec Number: 7-05
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of door unit, stop molding and hardware. Mist defective paint on remaining jamb and trim with water to the point of saturation without dripping on floor. Wet scrape jamb and trim. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Install a hollow core, flush luaun door with two, 3" x 3" butt hinges. Provide brass finish lockset. Spot prime bare wood and apply acrylic latex topcoat as per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: INTERIOR DOOR – REPLACE WITH PRE-HUNG HOLLOW CORE DOOR
Spec Number: 7-06
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of door, jamb and casing. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Install a hollow core, pressed wood pre-hung door including a brass finish lockset. Re-trim opening with 1" x 6" pine. Spot prime bare wood and apply acrylic latex topcoat as per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: INTERIOR DOOR – REPLACE WITH PRE-HUNG 6 PANEL WOOD DOOR
Spec Number: 7-07
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of door, jamb and casing. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Install a pine or fir, 6 panel, 1-5/8" pre-hung door including a brass finish lockset. Spot prime bare wood and apply acrylic latex topcoat as per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: EXTERIOR DOOR – STABILIZE AND ADJUST
Spec Number: 7-08
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation without dripping on floor. Hand plane exterior door edges and adjust hasp and strike plate to minimize door/jamb friction. Wet scrape door jambs and trim. Clean and de-gloss with detergent solution. Rinse to neutral and allow to dry. HEPA vacuum any paint chips, dust and debris. Spot prime bare wood and apply acrylic latex topcoat as per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: EXTERIOR DOOR – REPLACE WITH PANELED WOOD DOOR
Spec Number: 7-09
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of exterior door. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Install a 1-5/8" pine or fir paneled entrance door including spring bronze weather striping, peep site, dead bolt and entrance lockset on three 3" x 3" butt hinges. Prime bare wood and apply acrylic latex topcoat as per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: EXTERIOR DOOR – REPLACE WITH METAL PRE-HUNG DOOR
Spec Number: 7-10
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of exterior door, frame and casing. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Install a pre-hung, insulated, 4 panel, metal skinned door including magnetic weather-stripping, interlocking thresh old, wide-angle peep site, dead bolt and entrance locksets. Re-trim opening with 1" x 6" casing. Prime and prep all wood with acrylic latex topcoat per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: EXTERIOR DOOR - REPLACE WITH FLUSH PRE-HUNG WOODDOOR
Spec Number: 7-11
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of door, frame and casing. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Install a pre-hung, flush door including magnetic weather-stripping, interlocking threshold, wide-angle peep site, dead bolt and entrance locksets. Re-trim opening with 1" x 6" casing and brick molding. Prime and prep all wood with acrylic latex topcoat per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: EXTERIOR DOOR SILL – STRIP
Spec Number: 7-12
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, remove paint from sill using wet scraping, heat gun operating below 1100° F or chemical or caustic strippers. Neutralize if required. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Prime bare substrate with alkyd primer. Apply a minimum of 1 coat alkyd enamel finish topcoat to as per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Category 8 **Trim Treatments**

Spec Title: TRIM PAINT REPAIR
Spec Number: 8-01
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist defective paint with water to the point of saturation without dripping on the floor. Wet scrape deteriorated paint, wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Spot prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: TRIM – STABILIZE AND PAINT WITH ACRYLIC LATEX PAINT
Spec Number: 8-02
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist defective paint area with water to the point of saturation without dripping on the floor. Lightly scrape all loose paint. Feather edges with a wet 100 grit sponge sanding block saturated with a de-glossing agent. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Spot prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: TRIM – STRIP PAINT OFF-SITE
Spec Number: 8-03
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist and remove decorative trim by first scoring painted seams with a utility knife. Scribe opening number into back of trim. Remove nails by pulling through the back of trim. Wrap trim in at least 4-mil polyethylene sheeting and send to off-site paint stripper. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. After stripping, neutralize surface and fill all holes with vinyl spackle. Back prime with alkyd primer and reinstall on same opening. Prep, prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: TRIM – REPLACE WITH NEAREST AVAILABLE/SIMILAR STOCK
Spec Number: 8-04
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of trim. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Replace with nearest available/similar stock trim components. Fully prime and apply a single acrylic latex topcoat in the same color as the original or a stain and polyurethane topcoat per manufacturer's instructions.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: STABILIZE RADIATOR
Spec Number: 8-05
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, wet mist defective paint with water to the point of saturation without dripping on the floor. Remove deteriorated paint by wet scraping. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Spot prime bare metal with metal primer. Apply a minimum of 1 coat alkyd enamel or metal paint per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: INSTALL RADIATOR COVER
Spec Number: 8-06
Spec Description: After stabilizing radiator as per 8-05, install heat-resistant radiator cover in rooms where children play or sleep. Spot prime bare metal with metal primer. Apply a minimum of 1 coat enamel or metal paint per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: STABILIZE FOOTED TUB
Spec Number: 8-06
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation without dripping on the floor. Remove deteriorated paint by wet scraping. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Spot prime substrate with appropriate primer. Apply a minimum of 1 coat alkyd enamel or metal paint per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: STABILIZE CABINET
Spec Number: 8-07
Spec Description: After establishing any required floor containment with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation without dripping on the floor. Remove deteriorated paint by wet scraping. Feather edges with a wet 100 grit foam sanding block. Rework doors and/or drawers and adjust hardware to reduce friction. Detergent wash work area, rinse and allow to dry. HEPA vacuum all surfaces for any paint chips, dust and debris. Spot prime bare wood with alkyd-based primer. Apply a minimum of 1 coat of enamel finish topcoat per manufacturer's instructions in the same color as original.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: REPLACE LEAD-PAINTED MANTLE AND REPAIR WALL
Spec Number: 8-08
Spec Description: After establishing any required floor containment with at least 4 mil polyethylene sheeting, wet mist, remove, wrap in at least 4-mil polyethylene sheeting and dispose of lead-painted mantel. HEPA vacuum any paint chips, dust and debris. Frame fireplace opening with two-by-fours. Laminate wall with 1/2" drywall. Apply metal corner beads, 3 coat finish ready for paint. Install 6" high baseboard and shoe molding.
Unit of Measure: EA
Your Unit Cost: $_____

Category 9 **Exterior Treatments**

Spec Title: EXTERIOR PAINT REPAIR
Spec Number: 9-01
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation. Wet scrape to remove loose paint. Detergent wash work area, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris to prepare surface for painting. Spot prime and apply an acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: EXTERIOR PAINT STABILIZATION – LIMITED SURFACE AREA
Spec Number: 9-02
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation. Aggressively wet scrape all loose paint. Feather edges with a wet 100 grit sponge sanding block. Wash with detergent solution, rinse and allow to dry. HEPA vacuum any paint chips, dust and debris to prepare surface for painting. Spot prime and apply an acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: EXTERIOR – STABILIZE AND APPLY ACRYLIC LATEX PAINT
Spec Number: 9-03
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation. Aggressively wet scrape all loose paint, caulking and glazing with curved and flat draw scrapers. Feather edges with a wet 100 grit sponge sanding block saturated with de-glossing agent. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris to prepare surface for painting. Spot prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: EXTERIOR – INSTALL VAPOR BARRIER AND VINYL SIDING
Spec Number: 9-04
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mark or stencil lead-painted siding with "Lead Paint" 4 feet in all directions. Apply a non-woven vapor barrier with taped seams and opening flashing to enclose the lead paint or apply rigid or fanfold insulation as a paint barrier and substrate for siding materials. Install ASTM Standard B-3679 vinyl siding. Enclose all lead painted trim with vinyl or aluminum ventilating soffit panels, coil stock and field-fabricated trim accessories in accordance with manufacturer's specifications. Caulk all joints and seams of lead-painted trim with 20 year white caulk. HEPA vacuum any visible paint chips, dust and debris. (Owner's choice of siding pattern, color and embossing.)
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: EXTERIOR – REPAIR AND PAINT TRIM
Spec Number: 9-05
Spec Description: After establishing any required ground containment at least 10' out form the foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation. Wet scrape all defective paint areas; wash with detergent solution, rinse and allow to dry. HEPA vacuum all visible paint chips, dust and debris. Spot prime all bare substrate and apply a single acrylic latex topcoat to the surface per manufacturer's instructions in the same color as the original.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: EXTERIOR – STABILIZE TRIM
Spec Number: 9-06
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation. Wet scrape all defective paint areas and feather edges with a wet 100 grit wet sanding sponge. Wash with detergent solution and de-gloss remainder with mesh pad. Rinse, allow to dry and HEPA vacuum all visible paint chips, dust and debris. Spot prime bare substrate, caulk with siliconized latex compound and apply single topcoat of acrylic latex paint to the entire surface per manufacturer's instructions in the same color as the original.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: ENCLOSE TRIM – ALUMINUM
Spec Number: 9-07
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mark "Lead Paint" every 10 linear feet. Enclose trim with .027" white aluminum breaker stock with tight joints and accurately fitted connections. Back caulk all seams with 20 year siliconized acrylic caulk and flash head joints to create a weathertight seal. HEPA vacuum all visible paint chips, dust and debris.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: ENCLOSE SOFFIT – ALUMINUM
Spec Number: 9-08
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mark "Lead Paint" every 10 linear feet. Enclose soffit with .027" aluminum non-vented soffit panels, with color selected by owner. Back caulk all seams with siliconized acrylic caulk to create a weathertight seal. HEPA vacuum all visible paint chips, dust and debris.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: PORCH – STABILIZE AND PAINT
Spec Number: 9-09
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to the point of saturation. Wet scrape all paint, caulking and glazing. Wash with detergent solution, rinse, allow to dry and HEPA vacuum all surfaces for visible paint chips, dust and debris. Spot prime and apply a minimum of 1 topcoat of floor and deck enamel per manufacturer's instructions.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: ENCLOSE PORCH DECK – TREATED PLYWOOD
Spec Number: 9-10
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to point of saturation. Wet scrape, wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris. Mark "Lead Paint" at 4-foot intervals on lead-painted floor. Apply 1/2", tongue and groove, BCX marine grade, treated plywood with stainless steel screws or screw shank nails, 8" on center and adhesive to deck. Trim edge with preservative treated molding to cover.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: ENCLOSE PORCH DECK – TONGUE AND GROOVE STRIP FLOORING
Spec Number: 9-11
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to point of saturation. Wet scrape, wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris. Mark "Lead Paint" at 4-foot intervals on lead-painted floor. Staple down 30 lb. roofing felt. Install 3" or 4" tongue and grove, pine or fir strip flooring using screw shank nails or power activated staples. Install ogee molding at vertical walls. Prime and apply topcoat of exterior high gloss deck enamel per manufacturer's instructions.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: ENCLOSE PORCH CEILING – PLYWOOD
Spec Number: 9-12
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to point of saturation. Wet scrape, wash with detergent solution, rinse and HEPA vacuum any visible paint chips, dust and debris. Mark ceiling "Lead Paint" 4 feet on center. Apply a 3/8" BCX plywood ceiling with 7d screw shank nails, 8" on center and B side exposed. Trim perimeter with 1/4 round and seams with 2" lattice. Prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as original.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: ENCLOSE PORCH CEILING – EXTERIOR GYPSUM BOARD
Spec Number: 9-13
Spec Description: After establishing any required ground containment at least 10' out from foundation with at least 4-mil polyethylene sheeting, mist defective paint with water to point of saturation. Wet scrape, wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible dust and debris. Mark ceiling "Lead Paint" 4 feet on center. Apply 1/2" exterior gypsum board using adhesive and screw nails. Tape and finish seams with nylon tape. Trim with 1/4 round. Prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as original.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: EXTERIOR – REPLACE RAILING SYSTEM
Spec Number: 9-14
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4 mil polyethylene sheeting, wet mist, remove, package in at least 4-mil polyethylene sheeting and dispose of deteriorated lead-painted railing system. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris in surrounding area. Install a 36" high wood railing with 1" x 1" pickets, 3" on center supported by preservative treated 4" x 4". Prep, prime and apply acrylic latex topcoat per manufacturer's instructions in same color as original.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: EXTERIOR – REPLACE RAILING WITH BALUSTERS 36"
Spec Number: 9-15
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, wet mist, remove, package in at least 4-mil polyethylene sheeting and dispose of deteriorated lead-painted railing and balusters. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris in surrounding area. Install a 2" x 4" beaded fir top rail, 2 x 4 fir bottom rail, 4" x 4" corner and intermediate posts and 1-1/3" fir balusters spaced 3" on center with hot-dipped galvanized nails. Prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as the original or apply 2 coats of semi-transparent oil based stain preservative per manufacturer's instructions.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: EXTERIOR – REPLACE 4" x 4" PORCH COLUMN
Spec Number: 9-16
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, wet mist, remove, package in at least 4-mil polyethylene sheeting and dispose of lead-painted porch column. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris in surrounding area. Install a preservative- treated 4" x 4" replacement column.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: EXTERIOR – REPLACE TURNED PORCH COLUMN
Spec Number: 9-17
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, wet mist, remove, package in at least 4-mil polyethylene sheeting and dispose of lead-painted column. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris in the surrounding area. Install a historically-correct turned column. Prep, prime and apply an acrylic latex topcoat per manufacturer's instructions in the same color as original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: EXTERIOR – REPLACE DECORATIVE PORCH COLUMN
Spec Number: 9-18
Spec Description: After establishing any required ground containment at least 10' out form the foundation with at least 4-mil polyethylene sheeting, wet mist, remove, package in at least 4-mil polyethylene sheeting and dispose of lead-painted column. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris in the surrounding area. Install 4" x 6" pressure-treated wood column. Install 2" pressure-treated pine column base and capital. Install 1" x 4" pine with 1-1/2" moldings around base and capital. Prime and apply acrylic latex topcoat per manufacturer's instructions in the same color as the original.
Unit of Measure: EA
Your Unit Cost: $_____

Spec Title: EXTERIOR – REPLACE WOODEN LANDING
Spec Number: 9-19
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, wet mist, remove, package in at least 4-mil polyethylene sheeting and dispose of lead-painted wooden landing. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris in the surrounding area. Construct an entry platform using pressure-treated 4" x 6" support posts on 12" x 12" poured footers, 2" x 8" pressure-treated joists 16" on center, #1 fir 1" x 4" square edge flooring and 1" x 8" d-select skirting. Install a 4" x 4" support posts, 2" x 4" beaded top rail and 2" x 4" bottom rail with 1-1/2" square balusters 3" on center along the open staircase and landing perimeter.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: EXTERIOR – REPLACE WOODEN STAIR SYSTEM
Spec Number: 9-20
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, wet mist, remove, package in at least 4-mil polyethylene sheeting and dispose of lead-painted wooden stair system risers, treads, stringers and railing system. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris in the surrounding area. Install 1" x 6" 40 lb. pressure-treated stringers, risers and treads. Install a 32" high pressure-treated wood railing system with 2" x 2" balusters 3" on center supported by pressure-treated 4" x 4". Prep, prime and apply an acrylic latex topcoat per manufacturer's instructions in the same color as original.
Unit of Measure: LF
Your Unit Cost: $_____

Spec Title: EXTERIOR – PORCH OR STAIR LATTICE AND LATTICE FRAME REMOVAL AND REPLACEMENT
Spec Number: 9-21
Spec Description: After establishing any required ground containment at least 10' out from the foundation with at least 4-mil polyethylene sheeting, wet mist, remove, package in at least 4-mil polyethylene sheeting and dispose of lead-painted wooden lattice. Wash area with detergent solution, rinse, allow to dry and HEPA vacuum any visible paint chips, dust and debris in the surrounding area. Buld and install new lattice from fascia to grade. Use 1" x 4" frame, #1 pressure treated .40 CCA yellow pine with (3/4") heavy duty pressure treated of vinyl lattice panels. Scribe, fit, and securely anchor lattice behind fascia with cleats.
Unit of Measure: LF
Your Unit Cost: $_____

Category 10 **Soil Treatments**

Spec Title: BARE SOIL – INSTALL TOPSOIL, SEED AND TACK
Spec Number: 10-01
Spec Description: Mow lawn using a bagging mower and dispose of waste. Scratch bare soil area surface with a steel rake and till established bare soil walking paths. Install 1" of fresh topsoil evenly over bare soil areas. Fertilize with starter blend and re-seed with K-31 tall fescue. Mulch with straw and then water. Create a 3' high barrier with string, 1" x 1" stakes and marking tape. Water twice a week until 2" stand of grass is established.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: BARE SOIL – INSTALL WATER PERMEABLE LANDSCAPE BARRIER AND 4" OF MULCH AROUND FOUNDATION PERIMETER
Spec Number: 10-02
Spec Description: Install a 4' wide, UV resistant, water permeable landscape barrier over bare soil, after mowing lawn as low as practical. If more than one row of barrier fabric is needed, overlap edges. Overfill area with at least 4" of pine bark or shredded hardwood mulch.
Unit of Measure: SF
Your Unit Cost: $_____

Spec Title: BARE SOIL – INSTALL WATER PERMEABLE LANDSCAPE BARRIER AND 9" OF MULCH AROUND PLAY AREA
Spec Number: 10-03
Spec Description: Remove vegetation and level ground at play area. Install a 4' wide, UV resistant, water permeable landscape barrier over bare soil after mowing lawn as low as practical. If more than one row of barrier fabric is needed, overlap edges. Overfill area with at least 9" of pine bark or shredded hardwood mulch to 6' in all directions from play equipment.
Unit of Measure: EA
Your Unit Cost: $_____