

## Contractor Bid Request

March 10, 2022

**Homeowner Name:** XX  
**Project Address:** XX San Jose, CA 95123  
  
**Homeowner Contact:** XX  
**Structure Type:** MH Double  
**Bid Due Date:** 3/24/22  
**Project Description:** Electrical Troubleshoot and AC unit

This Scope of Work was developed by a Habitat for Humanity Inspector based upon an inspection of the property. Items are listed in order of their priority. Contractors must provide an itemized estimate for each item listed below. The selected contractor will be required to provide proof of current license, insurance and workman’s comp and submit a completed W-9 in advance of starting the project. Project address and homeowner phone number available upon request.

Any questions or requested modifications should be directed to:  
 Alex Colt – Inspector: (510) 803-3342; [acolt@habitatebsv.org](mailto:acolt@habitatebsv.org)

**Priority A:** Required items, including code violations and health and safety issues. These items must be completed prior to consideration of general, non-essential property improvements.

**Priority B:** General property improvements. Items to be completed if budget allows.

Priority Letter	Priority Number	Item Description
A	1	Replace Air Conditioner: Remove and properly dispose of existing air conditioner. a. Ensure dedicated 240V 20A circuit. b. Install appropriately sized pad and air conditioner as needed and install heat exchanger in existing supply plenum. Insulate lines between condenser and heat exchanger. c. Ensure existing ducts are appropriately sealed. d. Connect unit to control panel/existing thermostat or upgrade thermostat. *Work to be permitted and inspected. **limited parts and manufacturer warranty to be outlined in quote ***Leave client all paperwork for unit(s)
A	2	Electrical: One circuit down the middle wall of the mobile home, with several plugs, is not functioning. Troubleshoot this problem and correct as necessary. Check that plugs are grounded and if not replace with

		GFCI plugs installed to industry standard.
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**Exclusions:** Any items not included in the above scope of work.



Scope of Items and Descriptions