HOMEOWNER REPAIR GUIDE

GENERAL CARPENTRY

Addendum to Bid

The following items and responses are to be incorporated into the bid

for _____ *(customer)*

at _____ *(address)*

If the bid is accepted, then this addendum will be incorporated as part of the contractual understandings.

> *These additions are NOT INTENDED to be, or to substitute for, a complete written description of the scope of the work or materials.*

CONTRACTOR REQUIREMENTS

1. The contractor has checked with the city's Building Department and determined that a permit ☐ is ☐ is not required for this work. If required, the contractor will obtain the proper permits from the city and will ensure that all work passes all inspections required by the Building Department. (If job requires a permit, complete the permit section below.)
2. The contractor will ensure that all wood is fastened securely, using the proper size and type of fastener in each location. The fasteners used will be as unobtrusive as possible, without sacrificing their holding capability.
3. The contractor will ensure that all wood joints and connections are neatly and evenly cut and assembled, designed for tight fits without unreasonable gaps.
4. The contractor will ensure that all wood members are level, plumb, and evenly spaced.
5. The contractor will ensure that all work is solid and substantial, designed and built for safety and longevity, and completed in such a way that it meets or exceeds all city code specifications.
6. The contractor will ensure that all work is structurally sound and matches as closely as possible the existing style and workmanship of the home. All materials will match that already existing on the house, except as specified:

   _____
7. The contractor will complete the entire project, with no portions of the project left to be restored or reinstalled by the homeowner or another professional (i.e., plaster walls, moldings, electrical fixtures, railings, etc.), except as specified:

   _____
8. The contractor will be responsible for properly maintaining the work site, for storing materials in a safe and secure manner, for removal and disposal of any and all debris generated by the work performed within 24 hours, and, upon completion, for cleaning the site to a pre-work condition.

WARRANTY

The contractor warrants that all work will be done in a workmanlike manner, to conform to current standard building practices and to meet or exceed any city code requirements. Work will be guaranteed against defects of materials for _____ years and against defects in workmanship for _____ years after date of completion.

The contractor, by his/her signature, agrees to all the terms and conditions of this Addendum, unless otherwise noted above.

CONTRACTOR'S SIGNATURE: _____

CONTRACTOR'S NAME (PLEASE PRINT): _____

DATE: _____

IF WORK REQUIRES A PERMIT

To be completed if work requires a permit: The contractor warrants that he/she is licensed and bonded to do this repair in the City of Cleveland Heights as follows:

COMPANY NAME: _____

STREET ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

The contractor warrants that all work will be performed by the above named company/individual *(check one)* ☐ yes ☐ no

Will subcontractor(s) and/or assignee(s) be used? *(check one)* ☐ yes ☐ no

The contractor agrees to be responsible for any part of the work that is subcontracted or assigned, and understands that the subcontractor and/or assignee must be licensed and bonded in Cleveland Heights if performing permit work.

Work to be subcontracted or assigned: ☐ all ☐ part (specify below):

_____

_____

Attach list with company name, street address, phone number, and list of specific work to be performed for each subcontractor or assignee to be used.

CONTRACTOR'S SIGNATURE: _____

DATE: _____

Home Repair Resource Center empowers homeowners to maintain their homes for sustainable and diverse communities.

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