

A New Lease on Life & Family Promise of Wake County

Interior Renovations Scope of Work Schedule

1. Pre-Construction

- 2 Shipping Containers for Storage
- Port a John
- Roll Off – Waste Away Dumpster
- “Pack up” apartment, ready to move out

2. Demolition 1 Day

- **General Contractor** to lead 4-hr session with each group of **4 volunteers**
 - *Move all contents (furniture and boxes) into onsite storage container*
 - *Demo*
 - *Kitchen cabinets, counter, appliances*
 - *Bathroom cabinets*
 - *Doors & frames*
 - *Toilets only if needed*
 - *Electrical - outlets, overhead lights*

3. Cabinets, Countertops, & Doors 1 Day

- **Cabinetry Supplier**
 - *Kitchen Cabinets: White; Full Plywood Box; Shaker Style; Standard Overlay*
 - *3 - 30” bath vanities w/ cultured marble countertop*
 - *10 linear ft kitchen countertop - 22 sq ft countertops (quartz)*
- **General Contractor** to oversee installation with volunteers
 - *Install cabinets and countertops provided*
 - *Doors & frames*

4. Paint and Drywall 2 Days

- **Paint Contractor - labor**
 - *Paint ceiling, walls and trim with paint provided.*
 - *Make necessary drywall repairs and float to a level 3 finish.*
 - *Exterior front door prepped & painted*
- **Paint Supplies**
 - **6 buckets** of “Agreeable Grey” (30 gal) of paint, 1 bucket ceiling white
 - **4 buckets flat** – wall
 - **2 buckets semi-gloss** – kitchen bath
 - **1 bucket** - ceiling white
 - **1 bucket** - trim white
 - Exterior door paint (as needed)

5. Flooring Installation 1-2 Days (*Timing depends on subfloor issues.*)

- **Flooring Vendor** to install new flooring, repair any subfloor issues, and install shoe molding around cabinets in kitchen and bath.



- LVP 6.5mm thickness 12mil wear layer with pad attached

6. Install turn items 2 Days

- **General Contractor** to lead with group of **4 volunteers**
- *Full turn list separate.*
 - *Window coverings*
 - *Door hardware package*
 - *Plumbing package*
 - *Sinks, faucets, and shower trim*
 - *Lighting Package*
 - *Electrical plate covers*
 - *Bathroom hardware package*

7. Installation of appliance package ½ Day

- **Volunteer** to pickup donated appliances from local community and install
 - **Management Company or Community** to donate stainless appliances. *Fridge, 30" range/stove, and range hood.*
 - *Range hood may need to be purchased, most communities offer built-in microwaves.*

8. Paint touchup & final punch list 1 Day

- **Paint Contractor** to return to touch up paint as needed.
- **General Contractor** to return to complete final punch list

9. Reinstallation of Furniture and Clean 1 Day

- **Restoration Contractor** to oversee clean and replace furniture and all items to the apartment, and then a full clean of the apartment.

10. Sparkle and WOW fridge ½ Day (*Schedule the day before the family moves in.*)

- **Volunteer** to lead with group of **2-3 volunteer companies**. Volunteers will purchase "sparkle bucket" supplies to leave in the apartment and will purchase items to stock the pantry and fridge.

