



## **Work Order Bid (ID)**

3724 Donna Dr Memphis TN 38127 4471

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### **WORK ORDER INFORMATION**

**Work Order Name:** WO/1001704/1

**Work Order Type:** Weatherization

**Audit Name:** 1000559

### **CLIENT INFORMATION**

**Client ID:** 1001704

**Alt. Client ID:** C1001724SA101

### **AGENCY INFORMATION**

**Agency:** City of Memphis Division of  
Housing and Community  
Development

**Address:** 701 N Main St  
Memphis TN 38107

**Agency Phone:** 1-901-576-7300

**Agency Fax:**

**Email Address:** paul.young@memphistn.gov

**Company Name & License Number:** \_\_\_\_\_

**Contractor's Signature:** \_\_\_\_\_

### **COMMENT**

**Measure Seal Ducts**

**Components**

**Inspected**

**Comment** Single Family Home  
Contractor to follow 2012 International Residential Code as adopted by the City of Memphis or Shelby County as applicable.  
Home Built: 1956  
1038 sq ft

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual			
					Unit Cost	Total	Qty	Unit Cost	Total	
1	Miscellaneous Supplies	Duct Sealing	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
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<b>Measure Sub Total</b>							<input type="text"/>	<b>Sub Total</b>		<input type="text"/>

**Field Notes:**

**Measure Infiltration Redctn**

**Components**

**Inspected**

**Comment** Reduce air infiltration by 931\_ cfm. It is the responsibility of the contractor to locate areas of leakage in addition to areas detailed below. A blower door is recommended to find and seal air leaks. Contractor must meet or exceed the targeted reduction. No CHANGE ORDER will be issued for air sealing achieved below the targeted reduction #.  
"A\_" Ring, Front Door, Pre-Weatherization CFM50: 1969;  
Target CFM50: \_1038\_.

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual			
					Unit Cost	Total	Qty	Unit Cost	Total	
1	Miscellaneous Supplies	Infiltration Reduction	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Measure Sub Total</b>							<input type="text"/>	<b>Sub Total</b>		<input type="text"/>

**Field Notes:**

**Measure** *User-Spec Ceiling R*

**Components** A1

**Inspected**

**Comment** Attic areas to be insulated with an additional R-26, totaling R-38 overall. Main attic is accessed through utility room from the outside, Addition attic is accessed from a ceiling hatch in the 'TV Room'. Interior attic Hatch to be weather-stripped and insulated per SWS. Damming higher than the level of attic insulation required around attic access points as well as around mechanical chase left open to the attic. Per SWS, attic shall have: Rulers showing depth of insulation, complete attic information card permanently affixed at entry point, (1) empty bag of insulation left at attic entry, and clearances shall be maintained around combustibles.

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Attic Insulation - Blown Fiberglass - R-26	SqFt	1038	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Attic Insulation - Blown Fiberglass - R-26	SqFt	1038	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total**  **Sub Total**

**Field Notes:**

**Measure** *Refrigerator Rplcmnt*

**Components**

**Inspected**

**Comment** Energy Star Refrigerator installed per SWS standards.

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Refrigerators	-	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total**  **Sub Total**

**Field Notes:**

**Measure DWH Pipe Insulation**

**Components**

**Inspected**

**Comment**

DWH PIPE INSULATION  
 Insulate the first 6 feet of hot and cold water pipe from water heater with R-3 (minimum) pipe insulation. Cover elbows, unions, and other fittings to the same thickness as pipe. All corners must be cut properly. Keep pipe insulation 6 inches away from single wall vent pipe, 1 inch away from Type B vent, and 1 inch away from draft hood on gas water heater. Interior diameter of pipe sleeve must match exterior diameter of pipe. Fasten with zip ties and tape without compression.  
 All work to be performed in accordance with Tennessee Housing Development Agency Standard Work Specifications (SWS). Water Tank Insulation

#	Material/Labour	Description/Comment	Unit	Estimated			Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total	
1	Insulation	DHW Pipe Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2	Labor	DHW Pipe Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Measure Sub Total</b>						<input type="text"/>	<b>Sub Total</b>			<input type="text"/>

**Field Notes:**

**Measure DWH Tank Insulation**

**Components**

**Inspected**

**Comment** DWH TANK INSULATION  
 Insulate the exterior of the water heater tank using a tank wrap with a minimum value of R-10 Fasten with zip ties and tape without compression. All work to be performed in accordance with Tennessee Housing Development Agency Standard Work Specifications (SWS). Water Tank Insulation

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual			
					Unit Cost	Total	Qty	Unit Cost	Total	
1	Hot Water Equipment	DHW Tank Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2	Labor	DHW Tank Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Measure Sub Total</b>						<input type="text"/>	<b>Sub Total</b>			<input type="text"/>

**Field Notes:**

**Measure Furnace Tuneup**

**Components H1**

**Inspected**

**Comment** Tune-up and service shall be performed on the central A/C / Furnace/ HVAC unit. In addition to standards tune-up items per SWS, contractor is to: All work to be performed in accordance with Tennessee Housing Development Agency Standard Work Specifications (SWS).

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual			
					Unit Cost	Total	Qty	Unit Cost	Total	
1	Heating Equipment	Furnace Tuneup	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2	Labor	Furnace Tuneup	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Measure Sub Total</b>						<input type="text"/>	<b>Sub Total</b>			<input type="text"/>

**Field Notes:**

**Measure Storm Windows**

**Components** W11, W7, W8, W9, W10

**Inspected**

**Comment** STORM WINDOWS  
Storm windows to be installed on windows listed below and marked on attached diagram. Contractor to remove old storm windows, caulk exterior trim of primary window, and install new storm window per SWS standards.  
Storm Window List:W11,W10,W9,W8,W7

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Labor	Storm Window	SqFt	41.83	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Other	Storm Window	Each Window	5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	Windows	Storm Window	SqFt	41.83	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total**  **Sub Total**

**Field Notes:**

**Measure CO Monitor is Needed**

**Components**

**Inspected**

**Comment** Carbon Monoxide Detector  
 Battery operated CO detection or warning equipment will be installed in accordance with ASHRAE62.2 and manufacturer specifications as required by the authority having jurisdiction. Houses should have carbon monoxide monitors installed near sleeping areas. Battery operated CO alarms should be UL-2075 or UL-2034 compliant.  
 All work to be performed in accordance with Tennessee Housing Development Agency Standard Work Specifications (SWS).

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual			
					Unit Cost	Total	Qty	Unit Cost	Total	
1	Health and Safety Items	CO monitor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Measure Sub Total</b>							<input type="text"/>	<b>Sub Total</b>		<input type="text"/>

**Field Notes:**

**Measure Fix Wiring Problems (Attic)**

**Components**

**Inspected**

**Comment** All work to be performed in accordance with Tennessee Housing Development Agency Standard Work Specifications (SWS).  
 One loose wire taped off in the attic needs a junction box

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual			
					Unit Cost	Total	Qty	Unit Cost	Total	
1	Health and Safety Items	Equipment	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2	Labor	Labor	Hour	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Measure Sub Total</b>							<input type="text"/>	<b>Sub Total</b>		<input type="text"/>

**Field Notes:**

**Measure Install Bathroom Exhaust Fan**

**Components**

**Inspected**

**Comment**

BATH EXHAUST FAN  
 Contractor to install Bath Exhaust fan moving 50 CFM/ ; fan must be ENERGY STAR compliant. Must have weatherproof termination fitting, a Backdraft damper installed at the fan housing or termination fitting have a low noise rating in accordance with SWS and local codes. Pricing to include all electrical for fan & switch. Exhaust ducting to be insulated to R-8. If removing existing fan with light or existing light to install new fan, install fan with light. BATH FAN installed shall include Smart Exhaust Bath Fan/Light Switch/Delay Timer/Ventilation Controller; fan shall meet continuous ventilation requirements per ASHRAE 62.2-2016.  
 Required ventilation requirements: 50 CFM for 16 minutes/Hour.  
 All work to be performed in accordance with Tennessee Housing Development Agency Standard Work Specifications (SWS).

#	Material/Labour	Description/Comment	Unit	Estimated			Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total	
1	Health and Safety Items	Bathroom exhaust fan	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Measure Sub Total</b>						<input type="text"/>	<b>Sub Total</b>			<input type="text"/>

**Field Notes:**



**Measure Smoke Detector is Needed**

**Components**

**Inspected**

**Comment**

SMOKE ALARMS  
 Battery operated alarms will be installed in accordance with the 2012 IRC and manufacturer Specifications. Ensure proper installation. All homes should have UL-217 rated smoke Alarms installed in each bedroom and common area of home.  
 All work to be performed in accordance with Tennessee Housing Development Agency Standard Work Specifications (SWS).

#	Material/Labour	Description/Comment	Unit	Qty	Estimated		Actual			
					Unit Cost	Total	Qty	Unit Cost	Total	
1	Health and Safety Items	Smoke detector	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other Detail</b>										
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Measure Sub Total</b>						<input type="text"/>	<b>Sub Total</b>			<input type="text"/>

**Field Notes:**

<b>Work Ordere Grand Total:</b>	<input type="text"/>	<b>Grand Total:</b>	<input type="text"/>
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