


Neighborhood Improvement Department

Housing & Community Development Division

PO Box 490, Station 22

Gainesville, FL 32602-0490

(352) 334-5026

(352) 334-3166 (fax)

Via: Hand Delivery


August 11, 2009

 Ms. Maxine Bethea
 1331 S.E. 3rd Avenue
 Gainesville, FL 32641

Re: Repair Concerns

Dear Ms. Bethea:

Since June 24, 2009, the City's Housing & Community Development (HCD) staff have been working to secure several bids to complete the work as noted on the attached City of Gainesville Work-Write Up and as previously approved by Mr. Fred Murry, Assistant City Manager. Based on the bidders information you submitted, the bids did not comply with the format of the City's Work-Write Up. As a result, the City worked with the potential bidding contractors to complete the Work-Write Ups. However, many of the potential bidding contractors indicated that the job is actually too small and elected not to submit a bid for the repair work to your home.

The City of Gainesville has received one bid from Duffield Home Improvements and has confirmed that the repair work complies with the specified Work-Write Up. Additionally, the bid was reviewed by HCD staff to verify that all repair items were included as approved by the City.

Following HCD staff's telephone conversation with you today, it was recommended that the bid of \$2,965.00 as the bid is a reasonable price for the work to be completed at your residence. Please note that the Work-Write-Up cannot be changed or altered. Within the next few weeks, HCD staff will work with you to determine the contractor's repair start date and to secure the \$2,965.00 payment to Duffield Home Improvements on your behalf.

If you have any questions about the work write-up, please do not hesitate to contact Teresa Osoba, HCD Supervisor or Judy Raymond, Housing Rehab Specialist at (352) 334-5026.

Sincerely,

 Jacqueline S. Richardson
 HCD Manager

 Copy: Fredrick J. Murry
 Assistant City Manager

OUR VISION: *The City of Gainesville will set the standard of excellence for a top ten mid-sized American city; recognized nationally as an innovative provider of high-quality, cost-effective services.*

WORK WRITE-UP & COST ESTIMATE

NAME: Maxine Belhea
ADDRESS: 1331 SE 3rd Avenue
Gainesville, Florida

Y.	Repairs	COST	NOTES
	Graspable Handrail		
1.	Install a graspable round wood handrail to the top of the railing of the rear porch step railing as per code. Use proper fastening mechanisms. Installation to be professional.	\$ 400.	
	Plaster Repairs		
1.	Replaster kitchen ceiling to make all textures blend and look similar to existing surrounding finishes. Paint ceiling with one coat of primer and one coat ceiling white paint. Paint to be Porters Paint or equal.	\$ 865	
	Floor Repairs		
1.	Repair deflection of floor boards at front door entrance of Livingroom from underneath. Remove insulation from under area to expose framing. Install framing material as required to eliminate deflection of entry floor boards. Replace insulation and chicken wire as it was in beginning.	\$ 1,200	
	Cleanup		
1.	During construction, remove debris as it is generated. Avoid accumulating debris. On completion, all excess building material shall be removed from the site. Rake the site clean of construction debris.	\$ 500	
	TOTALS		
	NET		
	P & O		
	ESTIMATE		2,965.00

Company Name: Duffield Home Imp.

Company Address: 4566 NW 5th Blvd, Ste E
Gainesville, FL 32609

Company Phone Number: (352) 375-7008

Authorized Representative: William P. Duffield

Authorized Representative Signature: WPD

LEGEND

GSR - General Specifications Reference
INC - Improvements Necessary to Correct Incident Problems
GPI - General Property Improvements

CHIX - Improvements Necessary to Meet Code Requirements
PR - Improvements Necessary to Meet Program Requirements

NOTE: EQUIPMENT AND/OR MATERIALS SPECIFIED BY MANUFACTURER, BRAND NAME, MODEL NUMBER, ETC. MAY BE SUBSTITUTED WITH AN ITEM OF EQUAL QUALITY UPON PRIOR APPROVAL BY HOMEOWNER AND REHABILITATION SPECIALIST.