

## Basement Finishing Work Order

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### DEMOLITION / PREPARATION

- ✓ Remove all temporary blanket insulation from exterior concrete walls in areas to be finished.
- ✓ Remove a portion of the wall at the bottom of the stairway to the  $\frac{3}{4}$  point of the 3<sup>rd</sup> stair tread (as shown on sketch).



### CONCRETE

- ✓ Cut and remove concrete for underground plumbing work as marked on floor.
- ✓ Place new concrete in the cut areas after plumbing installation.



### FRAMING

- ✓ Frame 2x4 walls, 16" on-center layout with treated floor-plates.
- ✓ Frame 2x6 wall between the two bathrooms.
- ✓ Install LVL headers for new doors and openings in bearing walls (see sketch for sizes [unless overridden by engineer]).
- ✓ Install fire-blocking and draft-stop around perimeter walls.
- ✓ Construct fur-downs around duct work in finished areas (taking care to clean up ceiling lines as much as possible and refer to the chart for the fur-downs in the kitchen area).
- ✓ Frame for a future door opening at the kitchen window location.
- ✓ Extend the stair treads where the wall at the bottom of the stairs was removed.
- ✓ Build the structure walls and bottom deck/platforms for the media center.
- ✓ Frame two floor-to-ceiling posts in the game-room area (see sketch) approx. 7.5"x7.5"
- 📌 *Note: pay attention to door sizes (larger than normal door sizes).*



### HEATING, VENTILATION AND AIR CONDITIONING (HVAC)

- ✓ Add 13 new heating-tube runs and registers to the existing furnace system where necessary.
- ✓ Install up to 5 cold-air returns at floor level for better function.
- ✓ Install a bathroom exhaust fan with a 5" exhaust tube and exterior cover in each bathroom and in the exercise room.
- ✓ Install a ventilation duct and exterior cover for the dryer.
- ✓ Install a ventilation duct and exterior cover for the range hood.
- ⚠ *Inspect the HVAC system for breaches/openings prior to blow-in ceiling insulation.*



### PLUMBING

#### **Preliminary:**

- ✓ Reroute and/or eliminate 3 existing vent-pipes near the bathrooms and storage room #3.
- ✓ Relocate the main water shut-off valve and pressure regulator valve to be in the exercise room.

#### **Kitchen:**

- ✓ Plumb the supply-lines and drain for the sink.
- ✓ Install a refrigerator ice line,  $\frac{1}{2}$ hp garbage disposer unit and the hookups for the dishwasher.
- ✓ Install faucet (provided by homeowner).

#### **Bathroom 1 & Bathroom 2:**

- ✓ Plumb the supply lines and drain for the sinks, showers and toilets.
- ✓ Install faucets (provided by homeowner).
- ✓ Install shower valves and trims (provided by homeowner).
- ✓ Provide and install toilets.

#### **Half-bath:**

- ✓ Plumb the supply lines and drain for the sink and toilet.
- ✓ Install faucets (provided by homeowner).
- ✓ Provide and install a toilet.

#### **Laundry:**

- ✓ Install an all-in-one, wall-mounted, drain box with hot/cold supply lines.
- ✓ Install a floor-drain for the washer.



## **ELECTRICAL**

### **General:**

- ⚠ *An additional circuit breaker panel is included.*
- ✓ Clean up / tidy up low-voltage panels (as well as their location on the wall to be as aesthetically pleasing as possible – homeowner wants the exercise room wall with all the panels to look as good as it can and not haphazardly placed).
- ✓ Wire to code and install typical circuit breakers (where applicable), including GFCIs for the bathrooms and mechanical room.
- ✓ Install 51 plugs, 33 switches, 6 CAT-6 lines, 3 smoke detectors, 49 grouped 3000K LED can/disc-lights, and 13 individual can/disc-lights and 13 fixtures lights.
- ⚠ *Notice! Bathroom vanity lights are two sconces instead of one vanity.*
- ℹ *Speak with homeowner about location of the one sconce light outside the half-bath and possible dimmer-switches.*
- ℹ **UPSTAIRS:** Install a plug and switch for upstairs garbage disposer.

### **Kitchen:**

- ✓ Install 3 sconce fixtures and switch, 3 over-island pendants and switch; garbage-disposer circuit & switch, circuits for the refrigerator, microwave (in pantry) and small appliances plugs; 1 240v circuit and breaker for the range; and 2 outlets on the island.
- ✓ Wire for a switch and future porch-light near the kitchen window (that will be a future walk-out door).
- ✓ Provide power for the range hood.

### **Exercise Room:**

- ✓ Wire for a bathroom-type exhaust fan in the exercise room (including a switch).
- ✓ Install a plug and switch for an oscillating fan (check with homeowner for location).
- ✓ Check with homeowner for where they want the treadmill plug.
- ✓ Check with homeowner for placement of wall-mounted TV location.

### **Laundry:**

- ✓ Install one 240v circuit breaker and plug for the dryer and one 110v circuit and plug for the washer.
- ✓ Install a plug above the countertop in the laundry room.

### **Entertainment:**

- ✓ Install 1 cable-management chase-tube for a wall-mounted TV location in the media center.
- ℹ Ask homeowner if they want any extra (not currently included) wall-mounted TV locations in any of the bedrooms.
- ✓ Install wiring for a 5.1 sound system.
- ✓ Place 1 plug at the bottom of each shelf-column-areas of the media center (ask homeowner if they want additional plugs).
- ⚠ *Notice! Be sure to pay attention to the shelf diagram for the media center so plug placement doesn't interfere with shelf placement.*



## **INSULATION**

### **Wall Insulation:**

- ✓ Insulate with R-19 fiberglass batts on all exterior walls in finished areas.
- ✓ Insulate the interior walls of the mechanical room, laundry room and bathrooms with R-13 fiberglass batts.
- ℹ Note: Check for areas where the framer could not install fire-blocking and install compacted insulation as needed.

### **Ceiling Insulation:**

- ✓ Install the superior 1lb density, cellulose blow-in in the ceiling of areas to be finished.



## **DRYWALL**

- ✓ Install ½" drywall on all surfaces to be finished with bull-nose corners and hand-textured ceilings.
- ✓ Finish the walls to closely match the texture upstairs: Old-World.
- ✓ Repair where the stairway wall was removed.
- ✓ Install square corners and smooth-wall everywhere on the media center (including the center TV area as there is no shiplap).
- ✓ Install square corners and smooth-wall on the decorative columns in the game room.
- ✓ Install DensShield around the tubs/showers.



## **FINISH CARPENTRY**

### **Doors:**

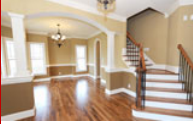
- ✓ Install double, ball-catch or magnet-catch doors on bedroom #2 closet.
- ✓ Install a glass-panel French-door on the exercise room.
- ✓ Install a solid-core, weather-tight door on the mechanical room.

### **Trims:**

- ✓ Install wood window-sills with an apron molding below the windows.
- ✓ Install a 3-sided casing on the windows (except for the laundry room).
- ✓ Clean-up / re-cut the edge of the skirt board where the wall was removed at the bottom of the stairs.
- ✓ Speak with homeowner about board-and-batten wall treatment on south wall in the great room (get with Eric on materials you will need).
- ✓ Install a paint-grade picture frame around the exercise room mirrors after mirror installation.

### **Shelving:**

- ✓ Install multiple wooden, built-in shelves and an organizer stacks in bedroom closets and storage closets.
- ✓ Install stain-grade floating shelves in the media center, kitchen and pantry (see applicable sketches).



### **PAINT**

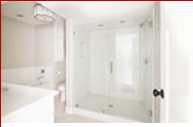
#### **Paint:**

⚠ **Notice:** There is a combination of 3-tone and 2-tone.

- ✓ Paint a 3-tone finish in the bedrooms, bathrooms, and the laundry room.
- ✓ Paint a 2-tone finish in other "rooms" (great room, pantry, exercise room, all hallways)
- ✓ Paint a single-color finish in the closets, the two storage rooms and under the stairs.

#### **Stain:**

- ✓ Stain and lacquer all of the stain-grade shelving (media center, kitchen, pantry) **to match the Oxford Toffee cabinet color.**



### **SHOWER SURROUND**

#### **Custom-built tile showers:**

- ✓ Install tile in both showers as per the Westco spec-sheet (including niches, benches and shelves).

#### **Glass enclosures:**

- ✓ Install glass-enclosure as ordered.



### **CABINETS**

⚠ All cabinetry is Oxford Toffee.

#### **Bathroom 1, 2 and half-bath:**

- ✓ Provide and install a 48" cabinet

#### **Kitchen:**

- ✓ Provide and install cabinets as designed (including pantry and island).

#### **Media Center:**

- ✓ Install 3 W332424 cabinets (cut down to 21" deep).

#### **Laundry:**

- ✓ Install two W3030 cabinets.



### **COUNTERTOPS**

#### **Each Bathroom:**

- ✓ Install a countertop (as ordered) including a 4" backsplash.
- ✓ Includes a polished-edges for the under-mount sinks.
- ✓ Provide and install the sinks (as ordered).
- ✓ Drill holes to fit the faucets as ordered).

#### **Kitchen:**

- ✓ Install the countertop (including tall backsplash [approx. 16"] with 4" shelf [polished both sides]).
- ✓ Includes a polished-edge for an under-mount sink.
- ✓ Install sink as ordered.
- ✓ Install the countertop on the island and in the pantry (with a 4" backsplash).

#### **Laundry:**

- ✓ Install the countertop in the laundry room (no backsplash).



### **FLOORING**

#### **Bedroom #1, Bedroom #2, Game Area, Theater Area, hallways, storage rooms, under the stairs and up the stairs:**

- ✓ Install carpet.

#### **Kitchen area and pantry:**

- ✓ Install LVT/LVP.

#### **Exercise room:**

- ✓ Install rubber flooring.

#### **Bathroom 1, Bathroom 2, Half-Bath and laundry room:**

- ✓ Install tile flooring.



### **HARDWARE/ACCESSORIES**

#### **Bathrooms:**

⚠ No bathroom mirrors, homeowner to provide and install own.

- ✓ **Bathroom accessories:** Install bathroom accessory sets as ordered.

#### **Other:**

- ✓ Install door knobs and stops as ordered.
- ✓ Install 6 closet rods.
- ✓ Install 3 wall-mirrors on the north wall in the exercise room (totaling in approx. 12'W x 6'T).
- ✓ Install escape ladders where necessary.



### **APPLIANCES**

❗ Appliances (not included) necessary for this project based on options selected: Microwave, refrigerator, dishwasher, free-standing range/oven, range hood-fan, side-by-side washer & dryer.

❗ All dryers, ranges and cooktops are electric, not gas unless specifically noted.



#### ITEMS NOT INCLUDED AND MISC NOTES

##### Items not included unless specifically noted:

⚠ Prevention from (or repair of) external water leakage.	⚠ Moving or redoing underground plumbing.
⚠ Correcting any unforeseen, previously done, faulty work.	⚠ Sub-grade camera work. (Price starts at \$250.)
⚠ Altering or moving of bearing walls.	⚠ Installing, moving or discarding of any appliance.
⚠ Repairing, adjusting or replacing of any security items.	⚠ Installing or mounting TVs, projectors or A/V devices.
⚠ Running (or connecting to) upstairs low-voltage lines.	⚠ Altering (or adding to) the existing heating trunk system.
⚠ Collection panel(s) or data/voice hardware.	⚠ Adding or altering zoning equipment.

##### Notes:

- ❗ All sub-grade plumbing and concrete work associated with the bid are estimates based on normal/anticipated conditions.
- ❗ Tub and toilet drains must be in exact positions for the bathroom layout to work as designed. Costs (above anticipated estimates) for concrete cutting, patching, jackhammering, digging (or abnormal procedures) are extra.
- ❗ Closets, storage areas, under stairs and other utility areas are painted one color only (usually the trim color).
- ❗ Circuit breakers, switches, receptacles, boxes, wire sizes, etc. are industry standard and not brand-specific.
- ❗ We will replicate the termination-ends of our low-voltage lines to that of the existing low-voltages lines.
- ❗ Drywall price assumes that drywall can be stocked by the typical removal and re-installation of a basement window.
- ❗ Actual floor covering material needed may vary slightly between sketch estimates and actual field measurements.
- ❗ For LVT/LVP flooring, additional costs for extra prep/floating, etc. may be necessary for uneven concrete floors.
- ❗ Our insulation, as bid, meets or exceeds the requirements being enforced for basement finishing in most cities.
- ❗ Any item or process required by the city inspector that is not included in the bid will be added to your bill.