

January 7, 2023

Michael and Patti Cheikin
Bay Crossing

SCOPE OF WORK / AGREEMENT

RE: Exterior Water Penetration – Window install

- 1) Pick up and deliver materials needed
- 2) Provide dumpster services. Costs associated with haul away debris INCLUDED
- 3) Systematically remove existing window trim and siding in areas discussed
- 4) Remove until source of water infiltration found (Water staining)
- 5) Inspect window flashing (or lack thereof)
- 6) Remove existing windows if necessary
- 7) Install new Tyvek house wrap (if missing)
- 7) Install new appropriate window sill flashing (Tyvek Flex Wrap)
- 8) Re-install window if necessary. Install according to manufacturer's recommendations
- 9) Install new window flashing (Tyvek Straight Flash)
- 10) Re-install existing siding if possible. If damaged, order and install new when received
- 11) Clean up job site
- 12) Haul away debris

NOTE: As discussed, due to the unknown condition behind windows, house wrap and amount of sheathing that may need to be replaced; this project will be invoiced on a Time and Materials basis. Labor will be invoiced at a rate of \$65.00 per hour per technician. All materials will be purchased by Good-Man Home Improvements and invoiced as a reimbursement. Any work unforeseen or not detailed in the above described Scope of Work will be discussed with customer prior to moving forward or additional charges being incurred.

Signatures below acknowledge acceptance of the Scope of Work and Compensation structure.

Thank you for your business opportunity.

Sincerely,

Joel Sullivan
(Member)

Michael Cheikin

Patti Cheikin