

EXHIBIT "A"
WORK WRITTE-UP / COST ESTIMATES

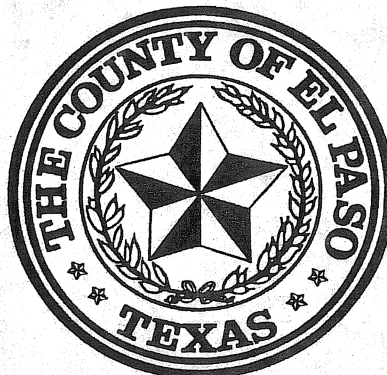
1.REHABILITATION OF FOUR (4) RESIDENTIAL UNITS

REHABILITATION OF ONE (1) RESIDENTIAL MOBIL UNIT

**HOME CONTRACT FOR DEED REHABILITATION
HOUSING PROGRAM**

BID # 07-017

**EL PASO COUNTY
SELF HELP CENTER**



Texas Department of Housing and Community Affairs
HOME Investment Partnerships Program

Work Write-Up / Cost Estimate					
Contract Administrator COUNTY OF EL PASO				Contract Number 1000569	
Homeowner Name REYES YOLANDA & GABRIEL-3573 JOHN HENRY-ph# 855-4174				Activity Number	
Homeowner Signature					
Building Contractor Name and Address					
Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
SITE WORK					
Dumpster	RENTAL OF 20 YARD SIZE CONTAINER TO BE USED AFTER DEMO	1	\$	\$	
Site Toilet	RENTAL OF SITE TOILET TO BE USED DURING CONSTRUCTION/REHAB OF HOME	1			
Fill	30 TONS SCREENING FILL-GRADE CATWALK AROUND DWELLING	30			
Site Prep	EQUIPMENT NEED ON SITE	1			
Make Ready	AS NEED PER PROJECT	1			
Other		0			
				Site Cost	\$ -
FOUNDATION					
Slab		0	\$	\$	
Porch	USING 3500 PSI CONCRETE TO CONSTRUCT A FRONT AND BACK NO-STEP ENTRANCE	520			
Other		0			
				Foundation Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
FLAT WORK					
Drywall		0	\$	\$	
Other	STUCCO ONE COAT PLUS SPRAY FINISH	1218			
				Flat Work Cost	\$ -

PLUMBING					
Underground		0	\$	\$	
Rough-in	INSTALLATION OF EXTERNAL 2 WAY CLEAN OUT	1			
Top-Off	SINGLE HANDLE 8" CHROME DELTA FOR KITCHEN	1			
Kitchen Sink	USING 20 GAUGE 32X22X6 STAINLESS STEEL DOUBLE SINK	1			
Toilet		0			
Toilet Seat		0			
Tub w/Surround		0			
Bathroom Faucet	SINGLE HANDLE CHROME DELTA	1			
Tub Faucet		0			
Copper/PVC/Flex	INSTALLATION OF FURNACE CUT-OFF GAS VALVE	1			
Hose Bib		0			
Other	WHIT SINK TO INCLUDE P-TRAP	1			
				Plumbing Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
ELECTRICAL					
Electric Rough-In		0	\$		
Electric Top-Off	CONNECT HOT NEUTRAL REVERSE WIRING TO ALL ELECTRICAL OUTLETS	1			
Range Vent	30" WHITE STANDARD RANGE HOOD TO INCLUDE INSTALLATION	1			
Bath Vanity Light	BATH BAR THREE (3) LIGHT CHROME ELECTRICAL LIGHT FIXTURE	1			
Bath Vent/Light		0			
Hall Light		0			
Ceiling Fans		0			
Exterior Lights		2			
Kitchen Light		1			
Utility Area Light	CEILING MOUNT BRASS ONE LIGHT FIXTURE IN HALLWAY	1			
Bedroom Lights		1			
Breakfast Area Light	CEILING MOUNT BRASS TWO LIGHT FIXTURE	0			
Closed Light		0			
Other	ELECTRICAL BOX TO BE LABELED AND REPLACE ALL 50 COVER PLATES	1			
				Electrical Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
FRAMING					
Trusses		0	\$		
Studs (Interior)		0			
Studs (Exterior)		0			
Top and Bottom Plates		0			
Headers		0			
Total Framing		0			
Other		0			
				Framing Cost \$	-

DOORS & WINDOWS					
Interior Doors		0	\$		
Door Knobs		0			
Exterior Doors		0			
Ext. Knobs and Deadbolts	HARDWARE FOR BOTH FRONT AND BACK DOORS - BRASS	2			
Storm Doors		0			
Windows and Screens	STANDARD KITCHEN WINDOW KIT	1			
Other	WEATHER STRIPPING OF ELEVEN WINDOW	11			
				Doors/Windows Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
INSULATION					
Insulation		0	\$		
Other		0			
				Insulation Cost	\$ -
EXTERIOR SURFACE					
and Trim	SCREENED VENT	154	\$		
Other		0			
				Exterior Surface Cost	\$ -
INTERIOR SURFACE					
Drywall and Float	INSTALL 1/2" SHEETROCK IN KITCHEN AREA	288	\$		
Other		288			
				Interior Surface Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
MECHANICAL					
HVAC	B	0	\$		
Other	COMBUSTION DUCT VENTS	1			
				Mechanical Cost	\$ -
FINISH CARPENTRY					
Trim Carpenter		0	\$		
Other	2 1/4" BASE MOULDING FINGER JOINT	650			
				Finish Carpentry Cost	\$ -
CABINETS					
Base Cabinets	SQUARE STYLE OAK NO HANDLE	26	\$		
Wall Cabinets	SQUARE STYLE OAK NO HANDLE	23			
Counter Top	FORMICA	26			
Bath Vanity	BATH 32" VANITY	1			
Other		0			
				Cabinets Cost	\$ -
APPLIANCES					
Range	WITH OVEN-GAS	1	\$		
Refrigerator		0			
Other		0			
				Appliances Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	------------------------------------	--	--	---------------	-------

FLOORING

Carpet/Vinyl		0	\$		
Other	INSTALLATION OF 13"X 13" CERAMIC	1476			
				Flooring Cost \$	-

PAINT

Interior Paint	WALLS	5908	\$		
Exterior Paint	EXTERIOR WALLS	1216			
Other	MOULDING AND DOORS	834			
				Paint Cost \$	-

ROOFING

Shingles		0	\$		
Decking		0			
Other		0			
				Roofing Cost \$	-

FINISH DETAILS

Med Cab/Mirror	B	0	\$		
Other	ALARMS TO INCLUDE INSTALLATION	6			
				Finish Details Cost \$	-

MISCELLANEOUS

		0	\$		
		0			
		0			

Texas Department of Housing and Community Affairs HOME Investment Partnerships Program						
Work Write-Up / Cost Estimate						
Contract Administrator -COUNTY OF EL PASO				Contract Number 1000569		
Homeowner Name RODRIGUEZ MURILLO GUSTAVO- 1539 Seminole Ph#852-2104				Activity Number		
Homeowner Signature						
Building Contractor Name and Address						
Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total	
SITE WORK						
Dumpster	RENTAL OF 20 YARD SIZE CONTAINER TO BE USED AFTER DEMO	1	\$	\$	0.00	
Site Toilet	RENTAL OF SITE TOILET TO BE USED DURING CONSTRUCTION OF HOME	1			0.00	
Fill	30 TONS - SCREENING FILL- REPAIR SLOPES IN FRONT YARD / BACKYARD AREA	30			0.00	
Site Prep	EQUIPMENT AS NEEDED ON SITE	1			0.00	
Make Ready	AS NEEDED PER PROPERTY	1			0.00	
Other	INSECT PEST CONTROL	1			0.00	
				Site Cost \$		-
FOUNDATION						
Slab	20 X 20 X 6 OF 3500 PSI IN BACKYARD TO REPAIR SLOPE PROBLEM	1	\$	\$	0.00	
Porch					0.00	
Other					0.00	
				Foundation Cost \$		-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
FLAT WORK					
Drywall		0	\$	\$ 0.00	
Other				0.00	
				Flat Work Cost	\$ -
PLUMBING					
Underground		0	\$	\$ 0.00	
Rough-in		0		0.00	
Top-Off				0.00	
Kitchen Sink	USING 20 GAUGE 32X22X6 STAINLESS STEEL DOUBLE SINK	1		0.00	
Toilet				0.00	
Toilet Seat				0.00	
Tub w/Surround				0.00	
Bathroom Faucet				0.00	
Tub Faucet				0.00	
Copper/PVC/Flex				0.00	
Hose Bib				0.00	
Other				0.00	
				Plumbing Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
ELECTRICAL					
Electric Rough-In		0	\$	0.00	
Electric Top-Off		0		0.00	
Range Vent				0.00	
Bath Vanity Light	BATH BAR THREE (3) LIGHT CHROME ELECTRICAL LIGHT FIXTURE	1		0.00	
Bath Vent/Light				0.00	
Hall Light		0		0.00	
Ceiling Fans		0		0.00	
Exterior Lights		0		0.00	
Kitchen Light		0		0.00	
Utility Area Light		0		0.00	
Bedroom Lights		3		0.00	
Breakfast Area Light		0		0.00	
Closed Light		0		0.00	
Other	INSTALLATION OF GFI OUTLETS-ELECTRICAL BOX-LABEL AND WIRE FOR 100AMPS	1		0.00	
				Electrical Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
FRAMING					
Trusses		0	\$	0.00	
Studs (Interior)	WATER HEATER CLOSET & FURNACE	1		0.00	
Studs (Exterior)		0		0.00	
Top and Bottom Plates		0		0.00	
Headers		0		0.00	
Total Framing		0		0.00	
Other		0		0.00	
				Framing Cost \$	-
DOORS & WINDOWS					
Interior Doors		0	\$	0.00	
Door Knobs	HARDWARE	1		0.00	
Exterior Doors	REPLACE FRONT SOLID CORE	1		0.00	
Ext. Knobs and Deadbolts				0.00	
Storm Doors		0		0.00	
Windows and Screens	5X4;2X2; 3X4; 4X4; 3X4; AND 2X4 TOTAL OF 12	1		0.00	
Other	REPLACE ONE (1) EXTERIOR SCREEN DOOR 36X80	1		0.00	
				Doors/Windows Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
INSULATION					
Insulation	B B	0	\$	\$	0.00
Other	WINDOWS	1			0.00
				Insulation Cost	\$
EXTERIOR SURFACE					
and Trim		1	\$	\$	0.00
Other		0			0.00
				Exterior Surface Cost	\$
INTERIOR SURFACE					
	FURNACE, WATERHEATER CLOSET AND Drywall LAUNDRY ROOM	1	\$	\$	0.00
and Float	LAUNDRY ROOM	1			0.00
Other					0.00
				Interior Surface Cost	\$
MECHANICAL					
	B HVAC WATERHEATER AND FURANCE CLOSET	1	\$	\$	0.00
Other					0.00
				Mechanical Cost	\$
					-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
FINISH CARPENTRY					
Trim Carpenter			\$	0.00	
Other				0.00	
				Finish Carpentry Cost	\$ -
CABINETS					
Base Cabinets			\$	0.00	
Wall Cabinets				0.00	
Counter Top				0.00	
Bath Vanity		0		0.00	
Other				0.00	
				Cabinets Cost	\$ -
APPLIANCES					
Range			\$	0.00	
Refrigerator	26 CUBIC FEET WHITE STANDARD KITCHEN	1		0.00	
Other		0		0.00	
				Appliances Cost	\$ -
FLOORING					
	INSTALLATION OF VCT FLOORING IN				
Carpet/Vinyl	HALLWAY, BEDROOM CLOSET	1	\$	0.00	
Other				0.00	
				Flooring Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
PAINT					
Interior Paint	USING SEMI-GLOSS	1	\$	\$ 0.00	
Exterior Paint	USING ELESTOMATIC	1168		0.00	
Other	MOULDING USING ENAMEL	1		0.00	
				Paint Cost \$	-
ROOFING					
Shingles	REPAIR USING 3 TAP SHINGLES	1	\$	\$ 0.00	
Decking		0		0.00	
Other		0		0.00	
				Roofing Cost \$	-
FINISH DETAILS					
Med Cab/Mirror		0	\$	\$ 0.00	
Other				0.00	
				Finish Details Cost \$	-
MISCELLANEOUS					
		0	\$	\$ 0.00	
		0		0.00	
		0		0.00	
				Miscellaneous Cost \$	-

Texas Department of Housing and Community Affairs
HOME Investment Partnerships Program

RECONSTRUCTION ONE (1) MOBILE UNIT Work Write-Up / Cost Estimate					
Contract Administrator- COUNTY OF EL PASO				Contract Number 1000569	
Homeowner Name- VARELA GUADALUPE 1524 DE GAULLE-852-8466				Activity Number	
Homeowner Signature					
Building Contractor Name and Address					
Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total

SITE WORK

Dumpster				\$	
Site Toilet					
Fill					
Site Prep	REMOVE EXISTING MOBILE HOME-TO MAKE ROOM FOR NEW 2007 MOBILE SINGLE WIDE	1			
Make Ready	FOR A 16'X76' 1216 SQ SF. 3 BEDROOM/ BATHROOM.SINGLE WIDE	1			
Other					
				Site Cost \$	-

FOUNDATION

Slab	2007 MOBILE HOME TO SIT ON CINDER BLOCKS - SECURED WITH IRON ANCHORS	1		\$	
Porch	RE-ATTACHED EXISTING WOOD PORCH TO NEW MOBILE HOME	1			
Other	FURNISH 48' X 49" EXTERIOR STEPPING STAIRS WITH HANDRAIL IN REAR ENTRANCE	1			
				Foundation Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	------------------------------------	--	--	---------------	-------

FLAT WORK

Drywall			\$		
Other					
				Flat Work Cost \$	-

PLUMBING

Underground			\$		
Rough-in					
Top-Off					
Kitchen Sink					
Toilet	CHINA COMMODES				
Toilet Seat	STANDARD ROUND				
Tub w/Surround	FIRST BATHROOM-ONE PIECE TUB SURROUNDS(TUB/SHOWER COMBINATION)	1			
Bathroom Faucet					
Tub Faucet					
Copper/PVC/Flex					
Hose Bib					
Other	ONE PIECE SURROUNDS - 60" OVAL TUB/SHOWER COMBINATION	1			
				Plumbing Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
ELECTRICAL					
Electric Rough-In			\$		
Electric Top-Off					
Range Vent					
Bath Vanity Light					
Bath Vent/Light	INSTALLATION OF POWER BATH FAN IN BOTH BATHS	2			
Hall Light					
Ceiling Fans					
Exterior Lights					
Kitchen Light					
Utility Area Light					
Bedroom Lights					
Breakfast Area Light					
Closed Light					
Other	INSTALLATION OF GROUND FAULT INTERRUPTER WHERE NEEDED	3			
				Electrical Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

FRAMING

Trusses			\$		
Studs (Interior)					
Studs (Exterior)					
Bottom Plates					
Headers					
Total Framing					
Other					
				Framing Cost \$	-

DOORS & WINDOWS

Interior Doors	USING HEAVY DUTY HINGES	5	\$		
Ext. Knobs and Deadbolts	BRUSHED NICKEL	2			
Storm Doors	DOORS:LOCKS KEYED ALIKE TO INCLUDE DEAD	2			
Screens	DOUBLE GLASS-STORM WINDOWS	7			
Other					
				Doors/Windows Cost \$	-

INSULATION

Insulation	MUST MEET STATE AND FEDERAL CODE REGULATIONS	1	\$		
				Insulation Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

EXTERIOR SURFACE

Siding, Soffits, and Trim			\$		
------------------------------	--	--	----	--	--

INTERIOR SURFACE

Drywall and Float			\$		
Other	INTERIOR WALLS TO BE CONSTRUCTED FROM VINYL	1			
HVAC REFRIGERATED AIR		1	\$		
Other GAS FURNACE		1			
				Mechanical Cost	\$ -

FINISH CARPENTRY

Other FINISHED CLOSETS				Finish Carpentry Cost	\$ -
------------------------	--	--	--	-----------------------	------

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

CABINETS

Base Cabinets	SEE OTHER		\$	\$	
Wall Cabinets	SEE OTHER				
Counter Top	SEE OTHER				
Bath Vanity	SEE PLUMBING				
Other	FRAME CABINET DOORS, HIDDEN HINGES ON CABINET DOORS, WHITE FINISHED DRAWER	1			

APPLIANCES

Range	B OVEN	1	\$	\$	
Refrigerator	TO BE INCLUDED AS PART OF FUNCTIONAL KITCHEN	1			
Other					

Appliances Cost	\$	-
-----------------	----	---

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

FLOORING

Other					
Flooring Cost \$					-

PAINT

Interior Paint			\$	\$	
Exterior Paint					
Other					
Paint Cost \$					-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	------------------------------------	--	--	---------------	-------

ROOFING

Shingles			\$	\$	
Decking					
Other	METAL ROOF	1			
				Roofing Cost \$	-

FINISH DETAILS

Med Cab/Mirror			\$	\$	
Other					
				Finish Details Cost \$	-

MISCELLANEOUS

TYPE	16' X 76' SINGLE WIDE MOBILE HOME TO INCLUDE VINYL SKIRTING	1	\$	\$	
MOVING TRUCK	RENTAL OF TRUCK	1			
PREP FINAL SITE	FUNCTIONAL	1			
				Finish Details Cost	

Texas Department of Housing and Community Affairs
HOME Investment Partnerships Program

Work Write-Up / Cost Estimate					
Contract Administrator COUNTY OF EL PASO				Contract Number 1000569	
Homeowner Name MA. DEL REFUGIO HERNANDEZ- 3614 YANAGISAKO				Activity Number	
Homeowner Signature					
Building Contractor Name and Address					
Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
SITE WORK					
Dumpster	RENTAL(20)YARD SIZE CONTAINER TO BE USED AFTER DEMOLITION.	1	\$	\$	
Site Toilet	RENTAL OF SIDE TOILET TO BE USED DURING CONSTRUCCION OF HOME.	1			
Fill	SCREENING (DIRT TYPE) FILL AROUND DWELLING	60			
Site Prep	EQUIPMENT AS NEEDED ON SITE	1			
Make Ready	AS NEEDED PER PROPERTY	1			
Other		0			
				Site Cost	\$ -
FOUNDATION					
Slab	FRONT&BACK NO-STEP ENTRY 3500 PSI CONCRETE	1	\$		
Porch	BUILD A 16'X11' FRONT PORCH ,6'X6' IN THE BACK ENTRANCE	212			
Other	4"X5' OF CATWALK AROUND HOME 3500 PSI CONCRETE	432			
				Foundation Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
FLAT WORK					
Drywall		0	\$		
Other	COVER SWITCH OUTLET AND CORRECT REVERSE WIRING	1			
				Flat Work Cost	\$ -

PLUMBING					
Underground		0	\$		
Rough-in		0			
Top-Off	FINISH MASTER BATH	1			
Kitchen Sink	USING 20 GAUGE 32" X 22" X 6" STAINLESS STEEL DOUBLE SINK	1			
Toilet	MB-REPLACE WITH 1.6 GALLON WHITE	1			
Toilet Seat	REPLACE IN MB WITH WHITE ROUND	1			
Tub w/Surround	REPLACE WITH 60" FIBERGLASS	1			
Bathroom Faucet	4" SINGLE HANDLE DELTA CHROME	1			
Tub Faucet	TUB/SHOWER SINGLE CONTROL DELTA CHROME	1			
Copper/PVC/Flex	TOP PUT FINISH USING COPPER FOR WATER SUPPLY/PVC FIR DRAUB	1			
Hose Bib		0			
Other	8" SINGLE HANDLE DELTA CHROME FAUCET FOR KITCHEN	1			
				Plumbing Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
ELECTRICAL					
Electric Rough-In		0	\$	\$	
Electric Top-Off		0			
Range Vent		0			
Bath Vanity Light	BATH BAR THREE LIGHT CHROME LIGHT FIXTURE	1			
Bath Vent/Light		0			
Hall Light		0			
Ceiling Fans		0			
Exterior Lights	FRONT/BACK PORCH ONE BRASS BASE LIGHT FIXTURE	2			
Kitchen Light		0			
Utility Area Light		0			
Bedroom Lights		3			
Breakfast Area Light	CEILING MOUNT BRASS TWO LIGHT FIXTURE	0			
Closed Light		0			
Other	BRANCH BOX INSTALL 2 ELECTRICAL CIRCUITS REPLACE ELECTRICAL COVERS	2			
				Electrical Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
FRAMING					
Trusses		0	\$	\$	
Studs (Interior)		0			
Studs (Exterior)		0			
Top and Bottom Plates		0			
Headers		0			
Total Framing		0			
Other		0			
				Framing Cost \$	-

DOORS & WINDOWS					
Interior Doors	INSTALLATION OF CLOSET DOORS	1	\$	\$	
Door Knobs	FURNISH AND INSTALL DOOR HARDWARE	1			
Exterior Doors	REPLACE FRONT DOOR WITH 36" X 80"	1			
Ext. Knobs and Deadbolts	FURNISH AND INSTALL DOOR HARDWARE	4			
Storm Doors		0			
Windows and Screens	REPLACE BATHROOM WINDOW & WEATHER STRIPING	1			
Other	REPLACE FOUR BROKEN WINDOWS	4			
				Doors/Windows Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	------------------------------------	--	--	---------------	-------

INSULATION

Insulation		0	\$	\$	
Other	WEATHER STRIPPING OF EXTERIOR DOORS	2			
				Insulation Cost	\$ -

EXTERIOR SURFACE

and Trim			\$	\$	
Other	STUCCO TEXTURE EXTERIOR WALLS	1			
				Exterior Surface Cost	\$ -

INTERIOR SURFACE

and Float		0			
Other	REPAIR AND TEXTURE WALLS	1			
				Interior Surface Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

MECHANICAL

HVAC	B	0	\$	\$	
Other	SMOKE ALARMS	4			
				Mechanical Cost	\$ -

FINISH CARPENTRY

B

Trim Carpenter	NEEDED AFTER NEW DOOR IS INSTALL	1	\$	\$	
Other		0			
				Finish Carpentry Cost	\$ -

CABINETS

Base Cabinets		0	\$	\$	
Wall Cabinets		0			
Counter Top		0			
Bath Vanity		0			
Other	CAULK AND SEAL ALL AREAS WHERE REQUIRE	1			
				Cabinets Cost	\$ -

APPLIANCES

B

Range	WITH OVEN-GAS	1	\$	\$	
Refrigerator		0			
Other		0			
				Appliances Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	------------------------------------	--	--	---------------	-------

FLOORING

Carpet/Vinyl		0	\$	\$	
Other		0			
				Flooring Cost \$	-

PAINT

Interior Paint	USING SEMI-GLOSS	1	\$	\$	
Exterior Paint	USING ELECTROMATIC	1168			
Other	MOULDING AND DOORS	1			
				Paint Cost \$	-

ROOFING

Shingles		0	\$	\$	
Decking		0			
Other		0			
				Roofing Cost \$	-

FINISH DETAILS

Med Cab/Mirror		0	\$	\$	
Other	ENAMEL	438			
				Finish Details Cost \$	-

MISCELLANEOUS

		0	\$		
		0			
		0			

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
				Miscellaneous Cost \$	-

Texas Department of Housing and Community Affairs
HOME Investment Partnerships Program

Work Write-Up / Cost Estimate					
Contract Administrator COUNTY OF EL PASO					Contract Number 1000569
Homeowner Name MA. DEL REFUGIO HERNANDEZ- 3614 YANAGISAKO-857-3445					Activity Number
Homeowner Signature					
Building Contractor Name and Address					
Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
SITE WORK					
Dumpster	RENTAL/20YARD SIZE CONTAINER TO BE USED AFTER DEMOLITION.	1	\$	\$	
Site Toilet	RENTAL OF SIDE TOILET TO BE USED DURING CONSTRUCTION OF HOME.	1			
Fill	SCREENING (DIRT TYPE) FILL AROUND DWELLING	60			
Site Prep	EQUIPMENT AS NEEDED ON SITE	1			
Make Ready	AS NEEDED PER PROPERTY	1			
Other		0			
				Site Cost	\$ -
FOUNDATION					
Slab	FRONT&BACK NO-STEP ENTRY 3500 PSI CONCRETE	1	\$		
Porch	BUILD A 16'X11' FRONT PORCH ,6'X6' IN THE BACK ENTRANCE.	212			
Other	4"X5' OF CATWALK AROUND HOME 3500 PSI CONCRETE	432			
				Foundation Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
FLAT WORK					
Drywall		0	\$		
Other	COVER SWITCH OUTLET AND CORRECT REVERSE WIRING	1			
				Flat Work Cost	\$ -

PLUMBING					
Underground		0	\$		
Rough-in		0			
Top-Off	FINISH MASTER BATH	1			
Kitchen Sink	USING 20 GAUGE 32" X 22" X 6" STAINLESS STEEL DOUBLE SINK	1			
Toilet	MB-REPLACE WITH 1.6 GALLON WHITE	1			
Toilet Seat	REPLACE IN MB WITH WHITE ROUND	1			
Tub w/Surround	REPLACE WITH 60" FIBERGLASS	1			
Bathroom Faucet	4" SINGLE HANDLE DELTA CHROME	1			
Tub Faucet	TUB/SHOWER SINGLE CONTROL DELTA CHROME	1			
Copper/PVC/Flex	TOP PUT FINISH USING COPPER FOR WATER SUPPLY/PVC FIR DRAUB	1			
Hose Bib		0			
Other	8" SINGLE HANDLE DELTA CHROME FAUCET FOR KITCHEN	1			
				Plumbing Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
ELECTRICAL					
Electric Rough-In		0	\$	\$	
Electric Top-Off		0			
Range Vent		0			
Bath Vanity Light	BATH BAR THREE LIGHT CHROME LIGHT FIXTURE	1			
Bath Vent/Light		0			
Hall Light		0			
Ceiling Fans		0			
Exterior Lights	FRONT/BACK PORCH ONE BRASS BASE LIGHT FIXTURE	2			
Kitchen Light		0			
Utility Area Light		0			
Bedroom Lights		3			
Breakfast Area Light	CEILING MOUNT BRASS TWO LIGHT FIXTURE	0			
Closed Light		0			
Other	BRANCH BOX INSTALL 2 ELECTRICAL CIRCUITS REPLACE ELECTRICAL COVERS	2			
				Electrical Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
FRAMING					
Trusses		0	\$	\$	
Studs (Interior)		0			
Studs (Exterior)		0			
Top and Bottom Plates		0			
Headers		0			
Total Framing		0			
Other		0			
				Framing Cost	\$ -

DOORS & WINDOWS					
Interior Doors	INSTALLATION OF CLOSET DOORS	1	\$	\$	
Door Knobs	FURNISH AND INSTALL DOOR HARDWARE	1			
Exterior Doors	REPLACE FRONT DOOR WITH 36" X 80"	1			
Ext. Knobs and Deadbolts	FURNISH AND INSTALL DOOR HARDWARE	4			
Storm Doors		0			
Windows and Screens	REPLACE BATHROOM WINDOW & WEATHER STRIPING	1			
Other	REPLACE FOUR BROKEN WINDOWS	4			
				Doors/Windows Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
INSULATION					
Insulation		0	\$	\$	
Other	WEATHER STRIPPING OF EXTERIOR DOORS	2			
				Insulation Cost	\$ -
EXTERIOR SURFACE					
and Trim				\$	
Other	STUCCO TEXTURE EXTERIOR WALLS	1			
				Exterior Surface Cost	\$ -
INTERIOR SURFACE					
and Float		0			
Other	REPAIR AND TEXTURE WALLS	1			
				Interior Surface Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
MECHANICAL					
HVAC	B	0	\$	\$	
Other	SMOKE ALARMS	4			
				Mechanical Cost	\$ -
FINISH CARPENTRY					
	B				
Trim Carpenter	NEEDED AFTER NEW DOOR IS INSTALL	1	\$	\$	
Other		0			
				Finish Carpentry Cost	\$ -
CABINETS					
Base Cabinets		0	\$	\$	
Wall Cabinets		0			
Counter Top		0			
Bath Vanity		0			
Other	CAULK AND SEAL ALL AREAS WHERE REQUIRE	1			
				Cabinets Cost	\$ -
APPLIANCES					
	B				
Range	WITH OVEN GAS	1	\$	\$	
Refrigerator		0			
Other		0			
				Appliances Cost	\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

FLOORING

Carpet/Vinyl		0	\$	\$	
Other		0			
				Flooring Cost	\$ -

PAINT

Interior Paint	USING SEMI-GLOSS	1	\$	\$	
Exterior Paint	USING ELECTROSTATIC	1168			
Other	MOULDING AND DOORS	1			
				Paint Cost	\$ -

ROOFING

Shingles		0	\$	\$	
Decking		0			
Other		0			
				Roofing Cost	\$ -

FINISH DETAILS

Med Cab/Mirror		0	\$	\$	
Other	ENAMEL	438			
				Finish Details Cost	\$ -

MISCELLANEOUS

		0	\$		
		0			
		0			

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
				Miscellaneous Cost \$	-

Texas Department of Housing and Community Affairs HOME Investment Partnerships Program

Work Write-Up / Cost Estimate					
Contract Administrator- COUNTY OF EL PASO					Contract Number 1000569
Homeowner Name TORRES MARINA - 3724 NATIVE DANCER-921-1912					Activity Number
Homeowner Signature					
Building Contractor Name and Address					
Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
SITE WORK					
Dumpster	RENTAL OF 20 YARD SIZE CONTAINER TO BE USED AFTER DEMO	1	\$	\$	0.00
Site Toilet	RENTAL OF SITE TOILET TO BE USED DURING REHAB OF HOME	1			0.00
Fill	15 TONS-SCREENING FILL AROUND DWELLING	15			0.00
Site Prep	EQUIPMENT AS NEEDED ON SITE	1			0.00
Make Ready	AS NEED PER PROPERTY	1			0.00
Other		0			0.00
Site Cost					\$ -
FOUNDATION					
Slab			\$	\$	0.00
Porch	NO STEP ENTRY USING 3500 PSI CONCRETE IN BACK AND FRONT AREA	285			0.00
Other		0			0.00
Foundation Cost					\$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

FLAT WORK

Drywall	SHEETING 4 X 8 1/2	1560	\$	\$	0.00
Other	STUCCO FINISH ONE COAT PLUS SPRAY FINISH	1560			0.00

Flat Work Cost \$ -

PLUMBING

Underground		0	\$	\$	0.00
Rough-in		0			0.00
Top-Off	BATH AND KITCHEN	2			0.00
Kitchen Sink	USING 20 GAUGE 32X22X6 STAINLESS STEEL DOUBLE SINK	1			0.00
Toilet	1 6 GALLONS WHITE	1			0.00
Toilet Seat	ROUND	1			0.00
Tub w/Surround	60" FIBERGLASS TUB AND SHOWER STALL	1			0.00
Bathroom Faucet	4" SINGLE HANDLE DELTA CHROME	1			0.00
Tub Faucet	TUB/SHOWER SINGLE CONTROL DELTA CHROME	1			0.00
Copper/PVC/Flex	TOP OUT FINISH USING COPPER FOR WATER SUPPLY/PVC FOR DRAIN	1			0.00
Hose Bib		0			0.00
Other		0			0.00

Plumbing Cost \$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

ELECTRICAL

Electric Rough-In		0	\$	\$	0.00
Electric Top-Off	NEED DUE TO DEMOLITION OF CEILING	1			0.00
Range Vent	30" STANDARD WHITE RANGE HOOD	1			0.00
Bath Vanity Light	BATH BAR THREE LIGHT CHROME LIGHT FIXTURE	1			0.00
Bath Vent/Light		0			0.00
Hall Light		0			0.00
Ceiling Fans		0			0.00
Exterior Lights	FRONT/BACK PORCH ONE BRASS BASE LIGHT FIXTURE	2			0.00
Kitchen Light	CEILING MOUNT BRASS TWO LIGHT FIXTURE	1			0.00
Utility Area Light	CEILING MOUNT BRASS TWO LIGHT FIXTURE	1			0.00
Bedroom Lights	CEILING MOUNT BRASS TWO LIGHT FIXTURE	2			0.00
Breakfast Area Light	CEILING MOUNT BRASS TWO LIGHT FIXTURE	1			0.00
Closed Light		0			0.00
Other	REPLACE BREAKER BOX,INSTALL 150 AMPS SERVICE. KITCHEN/BATH GFI TO INSTALL	1			0.00

Electrical Cost \$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

FRAMING

Trusses	REPLACE RAFTERS	22	\$	0.00	
Studs (Interior)	TO STRAP TRUSS AND WALL	340		0.00	
Studs (Exterior)	REPLACE AS NEEDED	260		0.00	
Top and Bottom Plates	FOR ROOF REPLACEMENT	220		0.00	
Headers		0		0.00	
Total Framing		0		0.00	
Other	BUILD CLOSET FURANCE 39" X 36"	1		0.00	
				Framing Cost \$	-

DOORS & WINDOWS

Interior Doors	FURNISH AND HANG DOORS AS REQUIRED	4	\$	0.00	
Door Knobs	FURNISH AND INSTALL DOOR HARDWARE	4		0.00	
Exterior Doors	36 X 80 EXTERIOR DOOR	1		0.00	
Ext. Knobs and Deadbolts	FURNISH AND INSTALL	3		0.00	
Storm Doors		0		0.00	
Windows and Screens	REPLACE ALL SCREENS AND REPAIR BROKEN WINDOWS	5		0.00	
Other	REPLACE AND REPAIR WROUGH IRON DOORS	2		0.00	
				Doors/Windows Cost \$	-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

INSULATION

Insulation	R-30 - CEILING	690	\$	0.00	
Other	R-13 - WALLS	350		0.00	
Insulation Cost \$					-

EXTERIOR SURFACE

and Trim	SOFFIT 4 X 8 X 1/2	220	\$	0.00	
Other		0		0.00	
Exterior Surface Cost \$					-

Drywall	CEILING LAUNDRY AND BATHROOM	890	\$	0.00	
and Float	CEILING LAUNDRY AND BATHROOM	810		0.00	
Other	BATHROOM TO BE REHAB	1		0.00	

Interior Surface Cost \$ -

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

MECHANICAL

HVAC	HEATING UNIT AND 45 CFM MASTER COOL	1	\$	0.00	
Other	AND NEEDED	1		0.00	
				Mechanical Cost	\$
					-

FINISH CARPENTRY

Trim Carpenter	AS NEEDED TO HANG ALL DOORS	180	\$	0.00	
Other		0		0.00	
				Finish Carpentry Cost	\$
					-

CABINETS

Base Cabinets	SQUARE STYLE OAK	10	\$	0.00	
Wall Cabinets	SQUARE STYLE OAK	9		0.00	
Counter Top	FORMICA PURCHASE AND INSTALL	10		0.00	
Bath Vanity	24" WOOD VANITY WITH TOP	1		0.00	
Other		0		0.00	
				Cabinets Cost	\$
					-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	--	--	--	---------------	-------

APPLIANCES

Range		0	\$	\$	0.00
Refrigerator		0			0.00
Other		0			0.00

Appliances Cost \$

-

FLOORING

Carpet/Vinyl		0	\$	\$	0.00
Other	CERAMIC TILE 13 X 13	690			0.00

Flooring Cost \$

-

PAINT

Interior Paint	USING SEMI-GLOSS	2770	\$	\$	0.00
Exterior Paint	ENAMEL FOR WROUGH IRON	1134			0.00
Other	DOORS	440			0.00

Paint Cost \$

-

ROOFING

Shingles	USING 3 TAP	15	\$	\$	0.00
Decking	WAFFER BOARD	30			0.00
Other	2 X 8 FASCIA AND 2 X 6 STUDS AND 1 X	130			0.00

Roofing Cost \$

-

Description	Specification Detailed Description	Square Feet, Number of Items, or Linear Feet	Cost per Square Foot or per Item (including Labor)	Cost per Item	Total
-------------	------------------------------------	--	--	---------------	-------

FINISH DETAILS

Med Cab/Mirror		0	\$	0.00	
Other	SMOKE ALARMS PURCHASE AND INSTALL	3		0.00	
Finish Details Cost					\$ -

MISCELLANEOUS

		0	\$	0.00	
		0		0.00	
		0		0.00	
Miscellaneous Cost					\$ -

EXHIBIT "B"
HOME PROGRAM IMPLEMENTATION MANUAL
CHAPTER 9- CONSTRUCTION

HOME CONTRACT FOR DEED REHABILITATION
HOUSING PROGRAM

BID # 07-017

EL PASO COUNTY
SELF HELP CENTER





CHAPTER 9 - CONSTRUCTION

- ☐ The CA must adopt and apply written construction *standards* to all rehabilitation and reconstruction projects. Standards for all properties must meet or exceed *Texas Minimum Construction Standards (TMCS) (Appendix A-3)* and the International Residential Code (IRC) for new construction (i.e. reconstruction).
- ☐ Construction performed in areas designated as a Colonia may elect to adopt the Colonia Housing Standards (CHS) in lieu of TMCS.
- ☐ The CA must adopt a set of general *specifications* that meet or exceed *Texas Minimum Construction Specifications (Appendix A-4)* and provide detailed guidance to contractors on how to complete specific items in a *Work Write-Up/Cost Estimate (Form 11.17)*

TEXAS MINIMUM CONSTRUCTION STANDARDS (TMCS)

- ☐ At a minimum, any home assisted with HOME funds must meet *Texas Minimum Construction Standards (TMCS) (Appendix A-3)*. TMCS is not designed to replace existing local building safety codes or standards. Any property with an existing sub-standard condition after rehabilitation will be considered non-compliant and will be ineligible for reimbursement.
 - Other local building and zoning standards may also apply:
 - ☐ State codes
 - ☐ Local codes
 - ☐ Local rehabilitation standards
 - ☐ Zoning ordinances
 - ☐ For new construction (reconstruction), it is acceptable to use International Residential Code (IRC) in lieu of TMCS
 - ☐ Colonia Housing Standards (CHS) (where applicable)
 - ☐ Manufactured Housing Standards (where applicable)

Chapter Nine – Construction

INITIAL INSPECTIONS and INSPECTORS

- ☐ Initial inspections must be completed by the CA as follows:
 - Perform a thorough inspection of the approved applicant's home using the *Initial Inspection (Form 11.01)*.
 - Include interior and exterior "before" photos taken prior to performance of any rehabilitation or reconstruction work. Indicate the homeowner's name and address on all photos.
- ☐ Inspectors must be qualified, and no conflict of interest may exist between the inspector and any other party involved in the program.
- ☐ Inspectors should have program experience regarding compliance with state and federal construction regulations. Inspector qualifications include:
 - Documented experience of two (2) or more years with hands-on housing rehabilitation and documented experience in the development of satisfactory *Work Write-Up/Cost Estimates*, with continued good performance as monitored by funding entities; OR
 - Documented experience of one (1) or more years in a successful housing inspection program and continued good performance during program administration; OR
 - Documented completion of an acknowledged housing inspection course of study, followed by good performance and monitored by funding entities.
- ☐ Failure to carry out satisfactory inspections during the administration of a contract will result in the inspector and/or CA being required to complete an acknowledged course of study and testing before being authorized to inspect housing.

HOMEOWNER'S PRE-CONSTRUCTION CONFERENCE

- ☐ A pre-construction conference must be conducted after the building contractor has been selected and before construction begins. The pre-construction conference should be scheduled by the CA and must be attended by:
 - Homeowner
 - CA
 - Building contractor
- ☐ The conference should, at a minimum, cover specific construction concerns including time frame for completion of the project, payment requirements, and thorough instructions relative to all labor standards requirements.
- ☐ The terms of the proposed rehabilitation contract will be explained to the homeowner. Additionally, the CA will explain the inspection procedures, completion requirements, and payment procedures. At the pre-construction

Chapter Nine – Construction

- ☐ It is the homeowner's responsibility to review all contracts, specifications, and *Work Write-Up/Cost Estimates* before signing the *Homeowner Certification and Agreement to Participate (Form 11.05)*.
- ☐ Items not specified in writing are NOT part of the participation agreement. The scope of services will be discussed at the homeowner pre-construction conference. The homeowner will receive a copy of all related construction materials including specifications, *Work Write-Up/Cost Estimates* and agreements. The *Work Write-Up/Cost Estimate (Form 11.17)* must be signed by the homeowner.
- ☐ The homeowner must arrange access to the property for building contractors providing construction services. If reasonable and timely access is denied to a building contractor who is attempting to make a good faith effort to perform required repairs, the homeowner will become responsible for these repairs.
- ☐ Except when access is permitted for rehabilitation services, security of the property is the homeowner's responsibility. Movement, storage, and security of personal property are the homeowner's responsibilities. Personal property that is damaged, displaced, or missing during the rehabilitation phase of services should be reported immediately to the CA, but it is up to the homeowner to pursue damages for such losses. Homeowners should be advised to compose a thorough photographic and written inventory before rehabilitation.
- ☐ During rehabilitation the homeowner will not interfere in repair areas and must make a reasonable effort to stay away should the construction zone.
- ☐ The homeowner and CA *must* approve *each* itemized draw that the building contractor requests and must inspect each item the building contractor is claiming for payment. By signing the *Contractor Request for Payment (Form 11.04)* the homeowner verifies the completion of each noted repair item and, stating that, to the best of his/her knowledge, work has been completed in accordance with written specifications. If the homeowner is not satisfied with a particular item(s), the item(s) may be deleted from the request for payment until such repair is satisfactorily completed. If the repair is completed according to specifications but the homeowner refuses to approve and sign *Form 11.04* the homeowner may be responsible for payment to the building contractor for time lost. Any such conflict must be resolved by the CA according to the specifications or the dispute resolution process outlined in Manual.
- ☐ The homeowner must provide all existing utilities for use by the building contractor (as they relate to construction).
- ☐ The homeowner must furnish evidence of fire and casualty insurance to the CA before rehabilitation begins. The insurance must be maintained through the first year after construction completion. Fire and casualty insurance is an eligible soft cost. The CA must maintain documentation of insurance

Chapter Nine – Construction

PROGRESS INSPECTIONS

- ☐ The *Progress Inspection Report (Form 11.10)* must be completed to ensure quality control and to identify issues as work progresses.
- ☐ At a minimum the following number of inspections are required:

Minimum Number of Inspections for OCC

Level of Assistance	Minimum Inspections Required	Conduct Initial Inspection	Conduct Interim Inspection	Conduct Final Inspection
< \$15,000	2	0%	none	100%
\$15,000 - \$40,000	3	0%	before cover-up	100%
> \$40,000	4	0%	before cover-up	100%

- Progress inspections must be scheduled following receipt of the building contractor's invoice, and should be performed before items are "covered up" in the construction process.
- Progress inspections will:
 - ☐ Provide evidence of partial completion for the purpose of draw requests
 - ☐ Check quality of craftsmanship
 - ☐ Inspections that must be completed:
 - ✓ Soil and reinforcing bar prior to concrete being poured
 - ✓ Electrical, plumbing, framing, HVAC and insulation before sheetrock is installed;
 - ☐ If five (5) or more inspections are necessary, the CA must provide a *written* explanation of the problems encountered to the Department
- ☐ The Department may also make periodic construction site visits to verify construction/rehabilitation progress and/or completion.

FINAL INSPECTIONS

- ☐ The *Final Inspection (Form 11.03)* is submitted to the Department, along with "after" photos of the completed construction, with the final draw request to ensure:

INCIPIENT DEFICIENCIES

- ❑ Incipient (hidden) problems or defects are deficiencies which, if not repaired, would be reasonably expected to deteriorate and potentially become violations of code or rehabilitation standards. The costs for repairing or replacing incipient problems or defects are eligible HOME expenses. The CA should include such items in the *Work Write-Up/Cost Estimate (Form 11.17)*.
- ❑ Discovery of defective elements and/or incipient deficiencies made known to the building contractor before or during the construction process must be brought to the immediate attention of the CA *in writing*. When repairs are made, the repairs should reasonably match the surrounding materials in the original design and dimension of the home as approved by the CA.

GENERAL PROPERTY IMPROVEMENTS (GPIs)

- ❑ General Property Improvements (GPIs) are eligible costs if reasonable and customary for the area. Luxury items (skylights, hot tubs, etc.) are not GPIs and are ineligible. Examples of eligible GPI's include, but are not limited to:
 - Work to eliminate inefficient design, such as moving or removing walls (i.e. to create an accessible route, etc.)
 - Carbon monoxide detectors
 - Remodeling a kitchen, bathroom, or currently underutilized space to improve efficiency ore accessibility
- ❑ It is appropriate to provide or repair a structure in keeping with existing neighborhood characteristics. These activities should be included as part of the original *Work Write-Up/Cost Estimate* and not as an addition made through a *Change Order*.

ACCESSIBILITY

- ❑ New single family construction must meet specific Accessibility requirements in accordance with Texas Government Code Section 2306.514. CAs are encouraged to improve accessible features of any property assisted with HOME funds, even when it is not required.
- ❑ Any *newly constructed single family home* (including reconstruction) that is built using HOME funds must meet the following specific accessibility requirements according to the Texas Government Code Section 2306.514:
 - At least one entrance door (may be located on the front, side, or back of the building) on an accessible route served by a ramp or no-step entrance and having, at minimum, a standard 36 inch door opening;
 - Each interior door has, at minimum, a 32 inch door opening, unless the door provides access only to a closet of less than 15 square feet in area;

Chapter Nine – Construction

- ☐ Retain the *Rescheck* certificate in the CA's Activity File.

BUILDING CONTRACTOR RESPONSIBILITIES

- ☐ **Submitting a Bid** - Building contractors must certify they understand they are bidding on a federally funded, state administered construction contract. Debarment by either the state or federal governments will make the building contractor ineligible for payment.
- ☐ **Construction Standards** - Each building contractor must certify all work will meet or exceed *Texas Minimum Construction Standards and Specifications*, and any local codes for all properties, as well as, for reconstruction, the *International Residential Code*.
- ☐ **Anticipated Workdays** - The number of anticipated workdays must be established in the contract between the building contractor and the CA.
- ☐ **Signed Work Write-Up/Cost Estimate** - The CA will provide a copy of the *Work Write-Up/Cost Estimate* to the building contractor. The building contractor, the homeowner, and the CA must sign and date the form.
- ☐ **Contractor Request for Payment** - All payment requests will be made in writing using the *Contractor Request for Payment (Form 11.04)* which must be signed by the building contractor, the homeowner, and the CA. The *Contractor Request for Payment (Form 11.04)* must also include an attached itemized list of costs and fees being billed. The CA must inspect the work performed, usually within one (1) business day.
 - Payments are made to the building contractor only upon completion of work performed.
- ☐ **Warranty Period** - At completion and acceptance of work performed, the *Final Inspection Verification (Form 11.03)* must be completed and the one (1) year warranty period begins.
- ☐ **Retainage** - Thirty (30) days after the final inspection date, the CA may release the 10% retainage to the building contractor.
- ☐ **Specifications** – Rehabilitation and reconstruction must comply with *Texas Minimum Construction Specifications (Appendix A-4)*, which includes:
 - All materials must be new (unless otherwise specified) and of good quality.
 - All work must be done with skilled craftsmanship and accomplished with care.
- ☐ **Samples for Homeowners** - Building contractors must provide samples to the homeowner for selection of all materials as cited in the individual specifications. The homeowner is generally given one (1) week to make the material selections. The building contractor must submit a letter signed by

Chapter Nine – Construction

- ☐ The building contractor is responsible for determining utility needs, providing adequate sanitary facilities, and to safely operate equipment on site during construction.

WARRANTY

- ☐ All work performed by the building contractor must be guaranteed for a period of one (1) year. A warranty must be stipulated in the construction contract between the building contractor and the homeowner. For a period of one (1) year, the homeowner may require the building contractor to correct defects or problems arising from his/her work under the contract by making a written request. The building contractor must contact the homeowner within four (4) business days from the date of the written request.
- ☐ Should the building contractor fail to make adequate repairs and/or corrections within thirty (30) days, the homeowner may take any necessary legal recourse as prescribed in the rehabilitation contract (refer to *Sample Rehabilitation Contract, Appendix A-7*).

PROJECT COMPLETION

- ☐ The CA must input *Project Completion Report (PCR)* data in the appropriate section of the final draw request in the System.
- ☐ The building contractor must provide the *Final Bills Paid Affidavit (Form 11.08)* and the *Lien Waiver Affidavit (Form 11.24)* to the CA. A notarized copy of each of these forms must be submitted to the Department with the final draw request support documents.
- ☐ The building contractor should provide a copy of the warranty to the homeowner and include a daytime phone number and address where the building contractor can be reached.

RETAINAGE

- ☐ At least 10% of construction funds should be retained by the CA for thirty (30) days following final inspection.
- ☐ Failure to complete punch list items or warranty work during the thirty (30) day period may result in forfeiture of the retainage.

CERTIFICATE OF COMPLETION (COC)

- ☐ A Certificate of Completion (COC) must be completed and submitted upon completion of all contract activity. The COC is used to document programmatic performance, closure of the contract, and deobligation of any remaining funds. The COC is due within sixty (60) days of the contract expiration date. If the COC is not submitted within sixty (60) days of contract

EXHIBIT "C"
CONTRACTOR BID CERTIFICATION,
FORM CDF 11.06

HOME CONTRACT FOR DEED REHABILITATION
HOUSING PROGRAM

BID # 07-017

EL PASO COUNTY
SELF HELP CENTER



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
HOME Investment Partnerships Program



Contractor Bid Certification	
Contract Administrator: COUNTY OF EL PASO	Contract Number: 1000569
Building Contractor:	
Building Contractor Address:	Phone:
Activity Address:	Activity Number:

1. I understand that I am bidding on a construction contract funded with federal dollars and administered by the State of Texas. I understand that debarment by either the State or the Federal government will make me ineligible for payment.

2. I understand that all work will be completed in accordance with HOME Program requirements, and must comply with, at a minimum, Colonia Housing Standards (CHS) and all local codes which may exceed these minimum standards and/or specifications.

3. I have been provided with a copy of "Colonia Housing Standards," have reviewed the documents, and certify that all work being performed will meet or exceed these standards and specifications. I also understand that compliance with minimum required construction codes, standards, and specifications will be considered part of my contract in the event that my bid is accepted by the above-referenced Contract Administrator. I understand that failure to meet or exceed applicable codes, standards, and specifications may result in debarment from future federally funded construction contracts.

4. I understand that I must provide a one-year warranty on all work performed and that failure to complete warranty work in a timely manner may result in my debarment from future federally funded construction contracts.

5. I understand that at least ten percent (10%) of project construction funds will be retained for thirty (30) days pending completion of the Final Inspection and Verification. Failure to complete punch list items or warranty work during this time will result in forfeiture of the 10% being retained.

Signature of Building Contractor

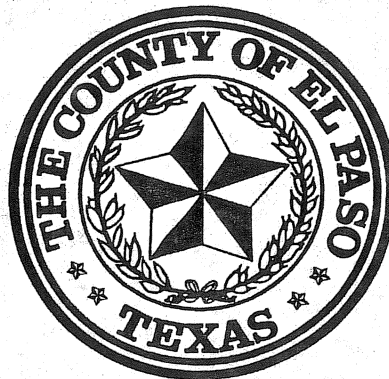
Date

EXHIBIT "D"
COLONIA HOUSING STANDARDS

**HOME CONTRACT FOR DEED REHABILITATION
HOUSING PROGRAM**

BID # 07-017

**EL PASO COUNTY
SELF HELP CENTER**





EL PASO COUNTY SELF HELP CENTER

Colonia Housing Standards (CHS)

In June of 1996, the Department successfully obtained a waiver from HUD allowing the use of a new set of housing standards for Texas colonias. This new set of minimum standards, known as the "Colonia Housing Standards" or "CHS", was adopted by HUD and FHA, to insure loans in the colonias. The new standards provide as a basis, safe, sanitary and structurally sound housing needed to alleviate the existing health risks in the area.

Site and Neighborhood

The site and neighborhood shall not be subject to serious adverse environmental conditions such as:

- flooding
- open sewer hazards and septic tank back-ups
- accumulation of trash or refuse.

Access

The dwelling unit shall have direct access for the occupants:

- accessible from public roadways
- operable doors and windows with serviceable locks.

Structure and Materials

Structure and materials must be such that the dwelling is structurally sound and does not pose a threat to the health and safety of the occupants:

- structure shall be free from any serious defects such as leaning, buckling, or tripping hazards

- roof shall be firm and weather tight
- in the case of a manufactured home, the home must be permanently anchored to the site to prevent movement.

Lead-Based Paint

All structures shall be inspected for defective paint surfaces in units constructed prior to 1978 which are occupied by families with children under seven (7) years of age. Identified defective painted surfaces in such structures built before 1978 shall have abatement measures applied when:

- the painted surfaces have cracking, peeling, scaling, chipping, or loose paint
- when a family occupying the unit includes a child under the age of seven (7) years with confirmed concentration of lead in whole blood of 25 ug/dl (micrograms of lead per deciliter of whole blood) or higher
- each unit shall meet the requirements of Section 302 of the Lead-Based Paint Poisoning Prevention Act, 42 U.S.C. 4822.

Water Supply

- the water supply shall be free from contamination
- the water heater shall not be located in a bathroom, bedroom, or clothes closet
- potable water shall be supplied to all kitchens and bathrooms.

Interior Air Quality

The interior air quality shall be free of pollutants in the air:

- free from carbon monoxide, sewer gas, and fuel gas
- bathrooms shall have at least one operable window or other adequate exhaust ventilation
- all windows shall have screens to cover each window opening.

Electrical

Each room shall have natural or artificial lighting to permit normal indoor activities:

living and sleeping rooms shall have at least one window

- a ceiling or wall type light fixture shall be present and working in the bathroom and kitchen;
- at least two (2) electrical outlets shall be present in the living area, kitchen, and bedrooms
- all rehabilitation or new construction will comply with the National Electric Code which includes the installation of Ground Fault Interruption Circuits (GFIC) in the kitchen and bathroom.

Thermal Environment

The dwelling unit shall have and be capable of maintaining a healthy thermal environment:

- the unit will be energy efficient
- the unit will have operable windows to provide cross ventilation
- room heaters that burn natural gas, heating oil, kerosene, or other flammable fuels shall be vented to the exterior of the unit.

Sanitary Facilities

The dwelling unit shall contain its own sanitary facilities which will be in proper working condition, which can be used in privacy, and which are adequate for personal cleanliness and the disposal of human waste:

- a sink, bathtub and/or shower, and flush toilet shall be a room separate from the other parts of the unit
- the unit's sanitary facilities shall be connected to an approved sewer or septic system.

Security

The dwelling unit shall be secure:

- all exterior doors and windows shall be secured with operable locks
- at a minimum, there shall be one UL approved, battery operated or hardwired smoke detector on each level of the unit.

Food Preparation

The dwelling unit shall contain space and equipment in the proper operating condition to prepare and serve food in a sanitary manner:

- each unit shall contain a range and a sink
- each kitchen sink shall have running water
- the sink shall drain into an approved public or private sewer or septic system.

HOME INVESTMENT PARTNERSHIPS PROGRAM

BID #07-017



EL PASO COUNTY

HOME CONTRACT #1000569



EL PASO COUNTY SELF HELP CENTER

Colonia Housing Standards (CHS)

In June of 1996, the Department successfully obtained a waiver from HUD allowing the use of a new set of housing standards for Texas colonias. This new set of minimum standards, known as the "Colonia Housing Standards" or "CHS", was adopted by HUD and FHA, to insure loans in the colonias. The new standards provide as a basis, safe, sanitary and structurally sound housing needed to alleviate the existing health risks in the area.

Site and Neighborhood

The site and neighborhood shall not be subject to serious adverse environmental conditions such as:

- flooding
- open sewer hazards and septic tank back-ups
- accumulation of trash or refuse.

Access

The dwelling unit shall have direct access for the occupants:

- accessible from public roadways
- operable doors and windows with serviceable locks.

Structure and Materials

Structure and materials must be such that the dwelling is structurally sound and does not pose a threat to the health and safety of the occupants:

- structure shall be free from any serious defects such as leaning, buckling, or tripping hazards
- roof shall be firm and weather tight
- in the case of a manufactured home, the home must be permanently anchored to the site to prevent movement.

Lead-Based Paint

All structures shall be inspected for defective paint surfaces in units constructed prior to 1978 which are occupied by families with children under seven (7) years of age. Identified defective

Painted surfaces in such structures built before 1978 shall have abatement measures applied when:

- the painted surfaces have cracking, peeling, scaling, chipping, or loose paint
- when a family occupying the unit includes a child under the age of seven (7) years with confirmed concentration of lead in whole blood of 25 ug/dl (micrograms of lead per deciliter of whole blood) or higher
- each unit shall meet the requirements of Section 302 of the Lead-Based Paint Poisoning Prevention Act, 42 U.S.C. 4822.

Water Supply

- the water supply shall be free from contamination
- the water heater shall not be located in a bathroom, bedroom, or clothes closet
- potable water shall be supplied to all kitchens and bathrooms.

Interior Air Quality

The interior air quality shall be free of pollutants in the air:

- free from carbon monoxide, sewer gas, and fuel gas
- bathrooms shall have at least one operable window or other adequate exhaust ventilation
- all windows shall have screens to cover each window opening.

Electrical

Each room shall have natural or artificial lighting to permit normal indoor activities: living and sleeping rooms shall have at least one window

- a ceiling or wall type light fixture shall be present and working in the bathroom and kitchen;
- at least two (2) electrical outlets shall be present in the living area, kitchen, and bedrooms
- all rehabilitation or new construction will comply with the National Electric Code which includes the installation of Ground Fault Interruption Circuits (GFIC) in the kitchen and bathroom.

Thermal Environment

The dwelling unit shall have and be capable of maintaining a healthy thermal environment:

- the unit will be energy efficient
- the unit will have operable windows to provide cross ventilation
- room heaters that burn natural gas, heating oil, kerosene, or other flammable fuels shall be vented to the exterior of the unit.

Sanitary Facilities

The dwelling unit shall contain its own sanitary facilities which will be in proper working condition, which can be used in privacy, and which are adequate for personal cleanliness and the disposal of human waste:

-
- a sink, bathtub and/or shower, and flush toilet shall be a room separate from the other parts of the unit
 - the unit's sanitary facilities shall be connected to an approved sewer or septic system.

Security

The dwelling unit shall be secure:

- all exterior doors and windows shall be secured with operable locks
- at a minimum, there shall be one UL approved, battery operated or hardwired smoke detector on each level of the unit.

Food Preparation

The dwelling unit shall contain space and equipment in the proper operating condition to prepare and serve food in a sanitary manner:

- each unit shall contain a range and a sink
- each kitchen sink shall have running water
- the sink shall drain into an approved public or private sewer or septic system.

EXHIBIT "E"
**CONTRACTOR REQUEST FOR
PAYMENT, FORM CDF 11.04**
**HOME CONTRACT FOR DEED REHABILITATION
HOUSING PROGRAM**

BID # 07-017

**EL PASO COUNTY
SELF HELP CENTER**



EXHIBIT "F"
INSPECTION VERIFICATION FORM,
FORM CFD 11.03
HOME CONTRACT FOR DEED REHABILITATION
HOUSING PROGRAM

BID # 07-017

EL PASO COUNTY
SELF HELP CENTER



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
HOME Investment Partnerships Program

Final Inspection			
Contract Administrator: COUNTY OF EL PASO		Contract Number: 1000569	
Homeowner's Name:		Activity Number:	
Address of Property Being Inspected:			
Inspector's Name:		Phone:	
Description	Existing conditions comply with applicable building standards, specifications and codes.		
	PASS	FAIL	COMMENTS
Site	<input type="checkbox"/>	<input type="checkbox"/>	
Ancillary Improvements	<input type="checkbox"/>	<input type="checkbox"/>	
Extermination	<input type="checkbox"/>	<input type="checkbox"/>	
Space and Use	<input type="checkbox"/>	<input type="checkbox"/>	
Foundations	<input type="checkbox"/>	<input type="checkbox"/>	
Floors	<input type="checkbox"/>	<input type="checkbox"/>	
Walls	<input type="checkbox"/>	<input type="checkbox"/>	
Roofs	<input type="checkbox"/>	<input type="checkbox"/>	
Windows and Doors	<input type="checkbox"/>	<input type="checkbox"/>	
Weatherization	<input type="checkbox"/>	<input type="checkbox"/>	
Electrical	<input type="checkbox"/>	<input type="checkbox"/>	
Lighting	<input type="checkbox"/>	<input type="checkbox"/>	
Water Supply and Wastewater Systems	<input type="checkbox"/>	<input type="checkbox"/>	
Mechanical Systems	<input type="checkbox"/>	<input type="checkbox"/>	
Water Heaters	<input type="checkbox"/>	<input type="checkbox"/>	
Manufactured Housing	<input type="checkbox"/>	<input type="checkbox"/>	
Accessibility	<input type="checkbox"/>	<input type="checkbox"/>	
Architectural Barriers	<input type="checkbox"/>	<input type="checkbox"/>	
Lead Based Paint pre-1978? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	
Inspector's Certification			
<p>I understand and acknowledge that homes assisted with federal HOME funds must be thoroughly inspected to ensure the <i>entire</i> property complies with all required construction standards, including, at a minimum, Colonia Housing Standards (HQS). I hereby certify the above-referenced property was inspected in accordance with requirements of the HOME Program and the entire property meets or exceeds minimum construction standards, specifications, and codes unless otherwise indicated and stated in writing above.</p>			
<p>WARNING: Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.</p>			
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>_____ Signature of Individual Performing Inspection</p> <p>_____ Signature of Authorized Representative of Contract Administrator</p> </div> <div style="width: 35%;"> <p>_____ Date</p> <p>_____ Date</p> </div> </div>			

EXHIBIT "G"
FINAL BILLS PAID AFFIDAVIT
(FORM 11.08) AND
LIEN WAIVER AFFIDAVIT
(FORM 11.24)

HOME CONTRACT FOR DEED REHABILITATION
HOUSING PROGRAM

BID # 07-017

EL PASO COUNTY
SELF HELP CENTER



Final Bills Paid Affidavit by Contractor

BEFORE ME, the undersigned authority, personally appeared _____ (hereinafter referred to as "Contractor"), known to me to be a credible person, and after being by me duly sworn, upon oath stated and affirmed that:

"My name is _____ and I am the _____ [title] of _____, hereafter sometimes referred to in this affidavit as "Contractor". Contractor's business address is _____. The undersigned Contractor has personal knowledge of the facts stated herein and has full authority to make the agreements in this affidavit on behalf of Contractor.

Pursuant to and in accordance with a written construction contract between _____, Contractor, and _____, Owner/Administrator, Contractor furnished materials and labor for the construction, renovation, or repair of improvements located on or relating to project known as _____ located at _____, City of _____, _____ County, Texas, legally described in Exhibit "A" attached hereto and made a part hereof for all purposes (the "Property"). All work provided for under said written construction contract, together with all changes and supplements thereto, has been fully completed in accordance with the terms and provisions thereof.

Contractor has paid each of its subcontractors, laborers, suppliers and materialmen in full for all labor and materials provided to Contractor for or in connection with the construction, renovation, or repair of improvements on or relating to the subject Property, or any portion thereof, excepting only the amounts owed for the following specified bills to the persons identified below. Contractor warrants and represents that the following specified bills will be paid to Contractor by Owner/Administrator in reliance on this Final Bills Paid Affidavit:

Name of Payee	Address	Telephone No.	Amount Owed
1.			
2.			
3.			
4.			
5.			

Other than the above specified bills owed to the above referenced persons, Contractor is not aware of any unpaid bills, claims, demands, or causes of action by any of its subcontractors, laborers, suppliers, or materialmen for or in connection with the furnishing of labor or materials, or both, for the construction, renovation, or repair of improvements located on or related to the subject Property.

In consideration of the funds paid to Contractor by Owner/Administrator and by Lender on behalf of Owner/Administrator in reliance on this affidavit, Contractor waives and releases all of Contractor's statutory and constitutional mechanic's lien rights connected with the construction of the Project, conditioned on the actual payment or collection if payment is made by check or draft.

Contractor further understand that this Final Bills Paid Affidavit is being given pursuant to and in accordance with Sections 53.085 and 53.259 of the Texas Property Code and that the intentional, knowing, or reckless making of a false or misleading statement in this Affidavit constitutes an offense under said Section and is a Class A misdemeanor.

Contractor hereby indemnifies and holds harmless Owner/Administrator from any and all claims, demands or causes of action, and any costs, expenses, and attorney's fees incurred in connection therewith, arising from or connected with, the statements and representations contained herein."

EXECUTED this _____ day of _____, 20____.

[Name of Contractor Company]

By: _____
Printed Name: _____
Title: _____

WARNING: If it is determined through monitoring that the on-site support documentation of actual costs does not agree with the itemized invoice(s) submitted, the Contract Administrator will be subject to repayment of HOME funds. Contract Administrator may not request funds in excess of the actual amount expended for rehabilitation or reconstruction of the eligible home.

Notary's Acknowledgement

Before me, the undersigned authority, on this day personally appeared _____, who first being duly sworn by me to be the person whose name is subscribed to the foregoing Final Bills Paid Affidavit, acknowledged that he/she has the authority to make this Final Bills Paid Affidavit, and further acknowledged to me that he/she executed the same for the purpose and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____, 20____.

(Seal)

Notary Public, State of Texas
My commission expires _____

**Lien Waiver Affidavit [Final]
by Contractor**

BEFORE ME, the undersigned authority personally appeared _____ (hereinafter referred to as "Contractor"), of _____, City of _____, County of _____, Texas, known to me to be a credible person, and after being by me duly sworn, upon oath stated and affirmed that:

"Pursuant to the terms of the Contract dated _____ made by and between the undersigned Contractor and _____ (hereinafter referred to as "Owner"), whereby Contractor agreed to furnish labor, services and/or material for the benefit of Owner the construction of a project known as _____ (the "Project"), located at _____, City of _____, County, Texas, legally described in Exhibit "A" attached hereto and made a part hereof for all purposes (the "Property"); and

In consideration of full payment in the sum of \$ _____, said sum being the total aggregate of sums of consideration, including all "statutory or contractual retainage" due Contractor under the terms of the aforementioned Contract, receipt whereof is hereby acknowledged, and other valuable considerations and benefits to the undersigned accruing, do hereby waive, release and quit claim any and all liens, lien rights, claims actions, rights, remedies and demands of every kind whatsoever which the undersigned now has, or may hereafter have, against the Owner, Project and/or Property (whether choate or inchoate, and including, without limitations, all mechanic's and materialman's liens under the laws of the State of Texas), on account of any materials or services furnished and/or work and labor performed by Contractor or Contractor's employees in connection with the installation and construction of any improvements, fixtures, alterations, and/or additions on or about the Project and/or the Property. The undersigned Contractor further states, acknowledges and affirms that (1) all payments and sums due to all vendors, suppliers, subcontractors, employees of the undersigned for all services performed and materials and/or equipment furnished to date, together with all applicable local, state or federal taxes or assessments payable by Contractor, have been paid in full; (2) all labor performed and materials supplied by the undersigned Contractor and Contractor's vendors, suppliers, subcontractors or employees on the Project were in accordance with the plans and specification; and (3) all labor was performed in a good and workmanlike manner. For the funding of the loan proceeds used to pay for labor and material furnished by the Contractor, Contractor agrees that all mechanics' liens owed by Contractor are subordinate and inferior to the Deed of Trust lien held by the lender lending money for construction on the Property (the "Lender"). The undersigned Contractor further agrees to indemnify and hold Owner and the Lender harmless against all liability, cost, or expense, including attorneys' fees and court and other costs, from any claim or action by Contractor or any person claiming by, through, or under Contractor with respect to the representation and waivers in this Lien Waiver Affidavit [Final]. The undersigned Contractor makes these representations with knowledge and awareness of Section 53.026 of the Texas Property Code, pertaining to sham contracts, false statements, and interdependent contractual relationships in construction projects. "

EXECUTED this _____ day of _____, 20_____.

Name of Contractor Company: _____

By Authorized Representative: _____

Printed Name: _____

Title: _____

WARNING: If it is determined through monitoring that the on-site support documentation of actual costs does not agree with the itemized invoice(s) submitted, the Contract Administrator will be subject to repayment of HOME funds. Contract Administrator may not request funds in excess of the actual amount expended for rehabilitation or reconstruction of the eligible home.

Notary's Acknowledgement

Before me, the undersigned authority, on this day personally appeared _____, who first being duly sworn by me to be the person whose name is subscribed to the foregoing Lien Waiver Affidavit by Contractor [Final], acknowledged that he/she has the authority to make this Lien Waiver Affidavit by Contractor [Final], and further acknowledged to me that he/she executed the same for the purpose and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _____ day of _____, 20____.

(Seal)

Notary Public, State of Texas

My commission expires _____

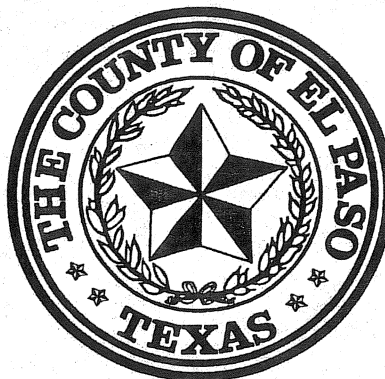
EXHIBIT "A"

EXHIBIT "H"
FEDERAL LABOR STANDARD
PROVISIONS

HOME CONTRACT FOR DEED REHABILITATION
HOUSING PROGRAM

BID # 07-017

EL PASO COUNTY
SELF HELP CENTER



Applicability

The Project or Program to which the construction work covered by this contract pertains is being assisted by the United States of America and the following Federal Labor Standards Provisions are included in this Contract pursuant to the provisions applicable to such Federal assistance.

A. 1. (i) Minimum Wages. All laborers and mechanics employed or working upon the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), will be paid unconditionally and not less than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv); also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs, which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period.

Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR Part 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under 29 CFR Part 5.5(a)(1)(ii) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the

work in a prominent and accessible place where it can be easily seen by the workers.

(ii)(a) Any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage rate and fringe benefits therefore only when the following criteria have been met.

(1) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(2) The classification is utilized in the area by the construction industry; and

(3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(b) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and HUD or its designee agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by HUD or its designee to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, D.C. 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary. (Approved by the Office of Management and Budget under OMB control number 1215-0140).

(c) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and HUD or its designee do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), HUD or its designee shall refer the questions, including the views of all interested parties and the recommendation of HUD or its designee, to the Administrator for determination. The Administrator, or an authorized representative will issue a determination within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary. (Approved by the Office of Management and Budget under OMB Control Number 1215-0140).

(d) The wage rate (including fringe benefits where appropriate) determined pursuant to

subparagraphs (1)(b) or (c) of this paragraph, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(iv) If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of an laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program. Provided, that the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program. (Approved by the Office of Management and Budget under OMB Control Number 1215-0140).

2. Withholding. HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the contractor under this contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract, in the event of failure to pay any laborer or mechanic, including any apprentice, trainee or helper, employed or working on the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), all or part of the wages required by the contract, HUD or its designee may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased. HUD or its designee may, after written notice to the contractor, disburse such amounts withheld for and on account of the contractor disburse such amounts withheld for and on account of the contractor or subcontractor to the respective employees to whom they are due. The Comptroller

General shall make such disbursements in the case of direct Davis-Bacon Act contracts.

3. (i) Payrolls and basic records. Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work (or under the United States Housing Act of 1937, or under the Housing Act of 1949, in the construction or development of the project). Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates or contributions or costs anticipated for bona fide fringe benefits or cash equivalents there of the types described in Section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR (a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in Section 1(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs. (Approved by the Office of Management and Budget under OMB Control Numbers 1215-0140 and 1215-0017).

(ii)(a) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to HUD or its designee if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit the payrolls to the applicant, sponsor, or owner, as the case may be, for transmission to HUD or its designee. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR Part 5.5(a)(3)(i). This information may be submitted in any form desired. Optional Form WH-347 is available for this purpose and may be purchased from the Superintendent of Documents (Federal Stock Number 029-005-0014-1), U. S. Government Printing Office, Washington, D.C. 20402. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors.

(Approved by the Office of Management and Budget under OMB Control Number 1215-0149).

(b) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(1) That the payroll for the payroll period contains the information required to be maintained under 29 CFR Part 5.5(a)(3)(i) and that such information is correct and complete;

(2) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR Part 3;

(3) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(c) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph A.3.(ii)(b) of this section.

(d) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 231 of Title 31 of the United States Code.

(iii) The contractor or subcontractor shall make the records required under paragraph A.3.(i) of this section available for inspection, copying, or transcription by authorized representatives of HUD or its designee or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, HUD or its designee may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR Part 5.12.

(4) Apprentices and Trainees.

(i) **Apprentices.** Apprentices will be permitted to work at least than the predetermined

rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration. Bureau of Apprenticeship and Training, or with a State Apprenticeship Agency recognized by the Bureau, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Bureau of Apprenticeship and Training or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Bureau of Apprenticeship and Training, or a State Apprenticeship Agency recognized by the Bureau, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(ii) **Trainees.** Except as provided in 29 CFR 5.16, trainees will not be permitted to work at

least than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. the ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(iii) **Equal employment opportunity.** The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR Part 3 which are incorporated by reference in this contract.

6. Subcontracts. The contractor or subcontractor will insert in any subcontracts the clauses contained in 29 CFR 5.5(a)(1) through (10) and such other clauses as HUD or its designee may be appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance

by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR Part 5.5.

7. Contract termination; debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act Requirements. All rulings and interpretations of the David-Bacon and Related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract.

9. Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and HUD or its designee, the U.S. Department of Labor, or the employees or their representatives.

10. (i) Certification of Eligibility. By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1) or to be awarded Government contracts by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1) or to be awarded HUD contracts or participate in HUD programs pursuant to 24 CFR Part 24.

(ii) No part of this contract shall be subcontracted to any person or firm ineligible for award of a government contract by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1) or to be awarded HUD contracts or participate in HUD programs pursuant to 24 CFR Part 24.

(iii) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001. Additionally, U.S. Criminal Code, Section 1010, Title 18, U.S.C., "Federal Housing Administration transactions", provides in part "Whoever, for the purpose of ... influencing in any way the action of such Administration... makes, utters or publishes any statement, knowing the same to be false... shall be fined not more than \$5,000 or imprisoned not more than two years, or both."

11. Complaints, Proceedings, or Testimony by Employees. No laborer or mechanic to whom the wage, salary, or other labor standards provisions of this Contract are applicable shall be discharged or in any other manner discriminated against by the Contractor or any subcontractor

because such employee has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or relating to the labor standards applicable under this Contract to his employer.

B. Contract Work Hours and Safety Standards Act. As used in this paragraph, the terms "laborers" and "mechanics" include watchmen and guards.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of eight hours in any calendar day in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in any calendar day or in excess of forty hours in such workweek, whichever is greater.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in subparagraph (1) of this paragraph, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in subparagraph (1) of this paragraph, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of eight hours or in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in subparagraph (1) of this paragraph.

(3) Withholding for unpaid wages and liquidated damages. HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor with the same prime contract, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in subparagraph (2) of this paragraph.

(4) Subcontracts. The contractor or subcontractor shall insert in any subcontracts the

clauses set forth in subparagraph (1) through (4) of this paragraph and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in subparagraphs (1) through (4) of this paragraph.

C. Health and Safety

(1) No laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health and safety as determined under construction safety and health standards promulgated by the Secretary of Labor by regulation.

(2) The Contractor shall comply with all regulations issued by the Secretary of Labor pursuant to Title 29 Part 1926 (formerly part 1518) and failure to comply may result in imposition of sanctions pursuant to the Contract Work Hours and Safety Standards Act (Public Law 91-54, 83 Stat.96).

(3) The Contractor shall include the provisions of this Article in every subcontract so that such provisions will be binding on each subcontractor. The contractor shall take such action with respect to any subcontract as the Secretary of Housing and Urban Development or the Secretary of Labor shall direct as a means of enforcing such provisions.

Effective January 1, 1986 – THE CONTRACT WORK HOURS AND SAFETY STANDARDS REQUIREMENTS THAT CONTRACTORS PAY EMPLOYEES TIME AND ONE-HALF THEIR BASIC RATE OF PAY FOR HOURS WORKED IN EXCESS OF 8 HOURS PER DAY WAS ELIMINATED FROM THE ACT. OVERTIME COMPENSATION FOR HOURS WORKED IN EXCESS OF 40 HOURS PER WEEK CONTINUES TO BE REQUIRED. (EMPHASIS ADDED)

NOTICE TO ALL EMPLOYEES



Working on Federal or Federally Financed Construction Projects

MINIMUM WAGES

You must be paid not less than the wage rate in the schedule posted with this Notice for the kind of work you perform.

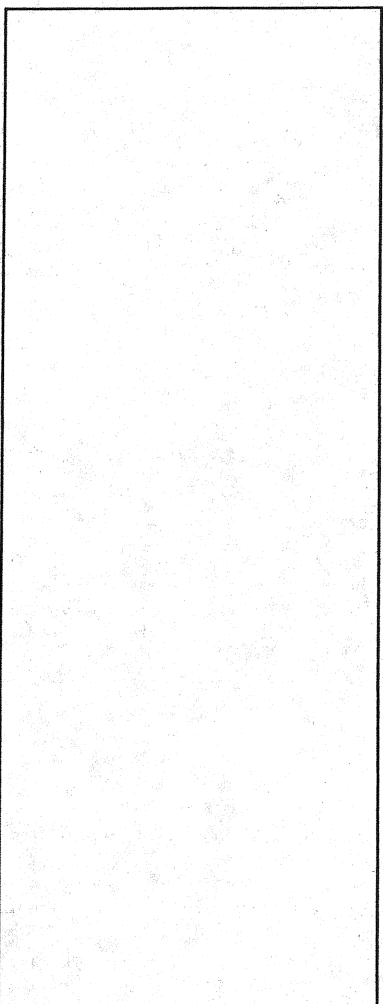
OVERTIME

You must be paid not less than one and one-half times your basic rate of pay for all hours worked over 40 a week. There are some exceptions.

APPRENTICES

Apprentice rates apply only to apprentices properly registered under approved Federal or State apprenticeship programs.

If you do not receive proper pay, contact the Contracting Officer listed below:



or you may contact the nearest office of the Wage and Hour Division, U.S. Department of Labor. The Wage and Hour Division has offices in several hundred communities throughout the country. They are listed in the U.S. Government section of most telephone directories under:
U.S. Department of Labor
Employment Standards Administration



EXHIBIT "I"

PROGRESS INSPECTION REPORT

HOME CONTRACT FOR DEED REHABILITATION HOUSING PROGRAM

BID # 07-017

**EL PASO COUNTY
SELF HELP CENTER**



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
HOME Investment Partnerships Program



Progress Inspection Report

Contract Administrator COUNTY OF EL PASO

Contract Number 1000569

Homeowner

Activity Number

Activity Address

Inspection Information

Inspector Name

Draw #

Inspection #

Punch List:

Final

Date

Items Inspected:

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Site | <input type="checkbox"/> Foundation | <input type="checkbox"/> Flat Work | <input type="checkbox"/> Plumbing |
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Framing | <input type="checkbox"/> Doors & Windows | <input type="checkbox"/> Insulation |
| <input type="checkbox"/> Exterior Surfaces | <input type="checkbox"/> Interior Surfaces | <input type="checkbox"/> Roofing | <input type="checkbox"/> Finish Carpentry |
| <input type="checkbox"/> Cabinets | <input type="checkbox"/> Flooring | <input type="checkbox"/> Paint | |
| <input type="checkbox"/> Other: _____ | | | |

Reportable Conditions: Reportable Conditions include but are not limited to:

- 1) Any item that does not meet minimum applicable construction standards
- 2) Any item that does not meet approved specifications after repair or after completion
- 3) Any item that is not completed as requested prior to request for payment

Items to be Re-Inspected:

Date of planned Re-Inspection:

Inspector's Certification

I certify that I have inspected the work performed on the above-referenced address and that the work has been performed satisfactorily and in accordance with the minimum applicable construction codes, standards, specifications and in accordance with the HOME Investment Partnerships Program.

Signature of Inspector

Date

WARNING: Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

OFFICE USE ONLY

This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.

By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

Date Received

1 Name of person doing business with local governmental entity.

2

☐

Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3

Name each employee or contractor of the local governmental entity who makes recommendations to a local government officer of the governmental entity with respect to expenditures of money AND describe the affiliation or business relationship.

4

Name each local government officer who appoints or employs local government officers of the governmental entity for which this questionnaire is filed AND describe the affiliation or business relationship.