



## Formal Proposal

April 29, 2007

### Submitted to:

Stephen Sample and Petula Practice  
14609 Clear Estimates Lane  
Happy Valley, MN 55306  
Home: (612) 876 - 5432  
Business: (612) 234 - 5678

### Submitted by:

Your Company Name  
1234 Your Street  
City, ST 12345  
Business: (612) 123 - 4567  
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### GENERAL CONDITIONS

SAMPLE TEXT: The contractor shall provide all necessary labor and materials, and perform all work of every nature on the proposed remodeling in accordance with this contract, the specifications, and the accompanying drawings. The Contractor shall obtain the building permit. All subcontractors will take on their own permits and pay for them. The owner, if necessary, will have the lot surveyed and will apply for all zoning, historic preservation or other related permits as necessary. Work for any of these are not included under this contract. All work is to be executed in a workman like manner in accordance with the contract plans, and specifications.

### Project Specifications

#### *Addition, Frame and Siding*

**12' x 18' frame and siding addition on traditional slab.**

#### PROJECT PREPARATION

- Plans with on-site survey, no consultation.
- Obtain necessary permits.

#### EXCAVATION

- Excavate approximately 10 cu. yds. of average soil.
- Excavate approximately 51 lin. feet of continuous footing 36"D x 16"W.
- Backfill approximately 82 cu. feet of soil by hand, no compaction.
- Seed, rake, water approximately 123 sq. feet of tall fescue or equivalent.

#### CONCRETE

- Pour approximately 51 lin. feet of continuous footing by chute, reinforced, 36"D x 16"W. No forms or excavation included.
- Pour 216 sq. feet of concrete slab, 4" thick.

#### WALL FRAMING

- Provide and install framing for approximately 369 sq. feet of walls with wood 2" x 4", 24"oc, up to 8' tall.
- Provide and install sheathing for approximately 369 sq. feet of walls with plywood, 1/2".

## ROOF FRAMING

- Provide and install 259 sq. feet of 2" x 10", 16"oc, wood gable roof framing.
- Provide and install 259 sq. feet of plywood sheathing, 5/8".
- Provide and install 216 sq. feet of 2" x 4", 16"oc, ceiling joists.

## ROOFING AND GUTTERS

- Provide and install 259 sq. feet of fiberglass shingles, 3 tab, 225lb, 25 year, over 8/12 slope, with felt.
- Provide and install 32 lin. feet of aluminum drip edge.
- Provide and install 12 lin. feet of aluminum stepflashing on wood sheathing.
- Provide and install 12 lin. feet of continuous ridge vent, shingle over style.
- Provide and install 32 lin. feet of 6" seamless aluminum guttering.
- Provide and install 20 lin. feet of 3" x 4" aluminum downspout.

## EXTERIOR DOORS

- Create 1 door opening up to 4' wide in frame wall.
- Provide and install 1 exterior knob lockset, average quality.
- Provide and install 1 deadbolt, average quality.
- Provide and install 3 lin. feet of exterior wood door sill, 8/4 x 8 deep.
- Provide and install 1 exterior pre-hung 6 raised panel fir/pine door unit, 3-0 x 6-8.
- Provide and install 1 exterior aluminum glass storm door, full view, screen insert.

## WOOD WINDOWS

- Provide and install 4 double hung, insulated glass, clad wood windows, 2-4 x 5-2, average grade.

## EXTERIOR TRIM

- Provide and install 45 lin. feet of vinyl fascia, 6".
- Provide and install 32 lin. feet of vinyl soffit, 12".
- Provide and install 4 pairs of molded polystyrene shutters, 18" wide x 5'-3" tall.
- Provide and install 1 vinyl louver vent, gable, 16".

## SIDING AND AWNINGS

- Provide and install 369 sq. Includes necessary trim. feet of vinyl siding, 10" double 5. Includes necessary trim.
- Provide and install 369 sq. feet of tear-proof plastic house wrap.

## HEATING, VENTILATION, AIR CONDITIONING

- Provide and install 2 pieces of electric baseboard, 1500W, 6' long, within 15' of power.
- Provide and install 1 self contained air conditioning package, 2.0 ton, 12 Seer. Existing power source.

## ELECTRICAL

- Provide and install 7 box and duplex outlet sets, open walls, within 10' of power.
- Provide and install 1 3 way switch set, open walls, within 10' of power.
- Provide and install 1 ceiling box(es), open walls, within 10' of power.
- Provide and install 1 ceiling box and wall switch set, finished walls, within 10' of power.
- Provide and install 1 220 V outlet, within 15' of power, open walls.
- Provide and install 1 ceiling light in existing box, average grade.
- Provide and install 1 incandescent porch ceiling fixture in existing box, average grade.
- Provide and install 1 gable fan, average grade. Within 10' of existing power source.

## INSULATION

- Provide and install 328 sq. feet of insulation, kraft faced, walls, R-13, 3-1/2" thick x 15" wide, 16"oc.
- Provide and install 216 sq. feet of insulation, foil faced, laid flat, R-30, 9-1/2" thick x 16" wide, 16"oc.

**WALL COVERINGS**

- Provide and install 410 sq. feet of drywall, taped and finished, 1/2".

**CEILING COVERINGS**

- Provide and install 216 sq. feet of drywall ceiling, taped and finished, 1/2".

**INTERIOR DOORS**

- Create 1 door opening up to 8' in drywall wall, case with pine stain grade.
- Provide and install 1 interior pre-hung fir/pine 6 panel door unit, 2-8 x 6-8.

**INTERIOR TRIM, STAIRS AND ACCESSORIES**

- Provide and install 51 lin. feet of base shoe mould, oak, 3/8 x 3/4.
- Provide and install 51 lin. feet of pine base, 9/16 x 4-1/4, plain.
- Provide and install 1 concrete slab on grade for steps, 16 to 24 SF.
- Provide and install 1 step on grade, 48" wide.

**FLOOR COVERING**

- Provide and install 216 sq. feet of plywood subfloor, 1/2".
- Provide and install 216 sq. feet of vapor barrier, 8 mil poly.
- Provide and install 216 sq. feet of oak flooring, solid, prefinished, 3/4 x 2-1/4.

**EXTERIOR PAINTING**

- Paint exterior panel door(s), 2 sides, with brush, 2 coats.

**INTERIOR PAINTING AND WALLPAPER**

- Paint interior panel door(s), 2 sides, with brush, 2 coats.
- Paint windows(s), 2 sides, 12 to 22 SF, up to 4 lites, 2 coats.
- Paint 410 sq. feet of drywall or plaster wall with roller, 2 coats, smooth finish.
- Paint 216 sq. feet of drywall or plaster ceiling with roller, 2 coats.
- Paint 51 lin. feet of interior moulding, 2 coats.

**PROJECT FINALIZATION**

- Clean 1 sq. foot addition.

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***Project Cost is \$32, 300.00***

**ACCEPTANCE OF PROPOSAL**

The prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined in this contract.

Signature\_\_\_\_\_

Date:\_\_\_\_\_

Signature\_\_\_\_\_

Date:\_\_\_\_\_