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P.O. Box 2297 Payson, AZ. 85547  
(928) 474-2029

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(928) 425-3231 Ext. 8753

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**GILA COUNTY**  
[www.gilacountyaz.gov](http://www.gilacountyaz.gov)

**SERVICE AGREEMENT NO. 061012**  
**WEATHERIZATION PROJECT NO. 4506**

**THIS AGREEMENT**, made and entered into this 20<sup>th</sup> day of JUNE, 2012, by and between Gila County, a political subdivision of the State of Arizona hereinafter designated the County, and Green Tree Construction, of the City of Globe, State of Arizona, hereinafter designated the Contractor.

**WITNESSETH:** The Contractor, for and in consideration of the sum to be paid him by the County, in the manner and at the time hereinafter provided, and of the other covenants and agreement's herein contained, hereby agrees, for himself, his heirs, administrators, successors, and assigns as follows:

**ARTICLE 1 – SCOPE OF SERVICES:** The Contractor shall provide for the complete provision in the scope of work below of Weatherization Project No. 4506, in a good and workmanlike and substantial manner and to the satisfaction of the County under the direction of the Housing Services Manager or designee.

All work performed by the Contractor shall be completed to local codes and regulation per Gila County and the State of Arizona and consistent with all Weatherization guidelines.

Scope of Work: Refer to attached Exhibit "A" by mention made a binding part of this agreement as set forth herein.

Contractor Fee's: Refer to Exhibit "A"

**ARTICLE 2 – TERMINATION:** The County reserves the right to terminate the Contract, in whole or in part at any time, when in the best interest of the County, without penalty or recourse. Upon receipt of the written notice, the Contractor shall stop all work as directed in the notice. If the contract is terminated, the County shall be liable only for the services rendered under this contract and accepted material received by the County before the effective date of termination.

**ARTICLE 3 - INDEMNIFICATION:** Contractor shall indemnify, defend, save and hold harmless the County of Gila and its officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Contractor or any of its

owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by Contractor from and against any and all claims. It is agreed that Contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this contract, the Contractor agrees to waive all rights of subrogation against the County, its officers, officials, agents and employees for losses arising from the work performed by the Contractor for the County.

**ARTICLE 4 – INSURANCE REQUIREMENTS:** Contractor and subcontractors shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this Contract are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The insurance requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The County in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, his agents, representatives, employees or subcontractors and Contractor is free to purchase additional insurance as may be determined necessary.

A. **MINIMUM SCOPE AND LIMITS OF INSURANCE:** Contractor shall provide coverage with limits of liability not less than those stated below.

1. **Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage and broad form contractual liability coverage.

- General Aggregate \$2,000,000
- Products – Completed Operations Aggregate \$1,000,000
- Personal and Advertising Injury \$1,000,000
- Each Occurrence \$1,000,000

a. The policy shall be endorsed to include the following additional insured language: **"The County of Gila shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor"**.

2. **Worker's Compensation and Employers' Liability**

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$100,000
Disease – Each Employee	\$100,000
Disease – Policy Limit	\$500,000

a. Policy shall contain a **waiver of subrogation** against the County of Gila.

3. **Professional Liability (Errors and Omissions Liability)**

Each Claim	\$1,000,000
Annual Aggregate	\$2,000,000

a. In the event that the professional liability insurance required by this Contract is written on a claims-made basis, Contractor warrants that any retroactive date under the policy shall precede the effective date of this Contract; and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of two (2) years beginning at the time work under this Contract is completed.

- B. **ADDITIONAL INSURANCE REQUIREMENTS:** The policies shall include, or be endorsed to include, the following provisions:
1. On insurance policies where the County of Gila is named as an additional insured, the County of Gila shall be an additional insured to the full limits of liability purchased by the Contractor even if those limits of liability are in excess of those required by this Contract.
  2. The Contractor's insurance coverage shall be primary insurance and non-contributory with respect to all other available sources.
  3. Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this Contract.
- C. **NOTICE OF CANCELLATION:** Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, canceled, reduced in coverage or endorsed to lower limits except after thirty (30) days prior written notice has been given to the County. Such notice shall be sent directly to **Gila County Purchasing Department, 1400 E. Ash St., Globe, AZ, 85501** and shall be sent by certified mail, return receipt requested.
- D. **ACCEPTABILITY OF INSURERS:** Insurance is to be placed with insurers duly licensed or approved unlicensed companies in the state of Arizona and with an "A.M. Best" rating of not less than B+ VI. The County in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.
- E. **VERIFICATION OF COVERAGE:** Contractor shall furnish the County with certificates of insurance (ACORD form or equivalent approved by the County) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

*All certificates and endorsements are to be received and approved by the County before work commences.* Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract or to provide evidence of renewal is a material breach of contract.

All certificates required by this Contract shall be sent directly to **Gila County Purchasing Department, 1400 E. Ash St., Globe, AZ, 85501**. The County project/contract number and project description shall be noted on the certificate of insurance. The County reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time.

- F. **SUBCONTRACTORS:** Contractors' certificate(s) shall include all subcontractors as additional insured's under its policies or Contractor shall furnish to the County separate certificates and endorsements for each subcontractor. All coverage's for subcontractors shall be subject to the minimum requirements identified above.
- G. **APPROVAL:** Any modification or variation from the insurance requirements in this Contract shall be made by the County Attorney, whose decision shall be final. Such action will not require a formal Contract amendment, but may be made by administrative action.

**ARTICLE 5 – LEGAL ARIZONA WORKERS ACT COMPLIANCE:** Contractor hereby warrants that it will at all times during the term of this Contract comply with all federal immigration laws applicable to Contractor's employment of its employees, and with the requirements of A.R.S. § 23-214 (A) (together the "State and Federal Immigration Laws"). Contractor shall further ensure that each subcontractor who performs any work for Contractor under this contract likewise complies with the State and Federal Immigration Laws. County shall

have the right at any time to inspect the books and records of Contractor and any subcontractor in order to verify such party's compliance with the State and Federal Immigration Laws.

Any breach of Contractor's or any subcontractor's warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, shall be deemed to be a material breach of this Contract subjecting Contractor to penalties up to and including suspension or termination of this Contract. If the breach is by a subcontractor, and the subcontract is suspended or terminated as a result, Contractor shall be required to take such steps as may be necessary to either self-perform the services that would have been provided under the subcontract or retain a replacement subcontractor as soon as possible so as not to delay project completion.

Contractor shall advise each subcontractor of County's rights, and the subcontractor's obligations, under this Article by including a provision in each subcontract substantially in the following form: "Subcontractor hereby warrants that it will at all times during the term of this contract comply with all federal immigration laws applicable to Subcontractor's employees, and with the requirements of A.R.S. § 23-214 (A). Subcontractor further agrees that County may inspect the Subcontractor's books and records to insure that Subcontractor is in compliance with these requirements. Any breach of this paragraph by Subcontractor will be deemed to be a material breach of this contract subjecting Subcontractor to penalties up to and including suspension or termination of this contract."

Any additional costs attributable directly or indirectly to remedial action under this Article shall be the responsibility of Contractor. In the event that remedial action under this Article results in delay to one or more tasks on the critical path of Contractor's approved construction or critical milestones schedule, such period of delay shall be deemed excusable delay for which Contractor shall be entitled to an extension of time, but not costs.

**ARTICLE 6 – LAWS AND ORDINANCES:** This agreement shall be enforced under the laws of the State of Arizona. Contractor shall maintain in current status all Federal, State and Local licenses and permits required for the operation of the business conducted by the Contractor. The Contractor shall comply with the applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and applicable federal regulations under the Act.

**ARTICLE 7– ANTI-TERRORISM WARRANTY:** Pursuant to A.R.S. § 35-393.06(B) and 35-301.06(A) the Contractor certifies that it does not have scrutinized business operations in Iran or Sudan and that they are in compliance with the Export Administration Act and not on the Excluded Parties List.

**ARTICLE 8 – CANCELLATION:** This agreement is subject to cancellation pursuant to A.R.S. §38-511. If the Agreement is terminated, the county shall be liable only for payment for services rendered and accepted material received by the County before the effective date of termination.

**ARTICLE 9 – RELATIONSHIP OF THE PARTIES:** Contractor is an independent contractor of the County. Contractor represents that he has or will secure, at his own expense, all personnel required in performing the services under this contract. Such personnel shall not be employees of or have any contractual relationship with the County. All personnel engaged in work under this contract shall be fully qualified and shall be authorized or permitted under State and local law to perform such services. Contractor warrants that he has obtained or will obtain Worker's Compensation Insurance for his employees working on this contract and that any subcontractors will likewise obtain Worker's Compensation Insurance for of their employees working on this contract. It is further agreed by Contractor that he shall obey all state and federal statutes, rules, and

regulations which are applicable to provisions of the services called for herein. Neither Contractor nor any employee of the Contractor shall be deemed an officer, employee, or agent of the County.

**ARTICLE 10 – NON-APPROPRIATIONS CLAUSE:** Contractor acknowledges that the County is a governmental entity, and the contract validity is based upon the availability of public funding under its authority. In the event that public funds are unavailable and not appropriated for the performance of County's obligations under this contract, then this contract shall automatically expire without penalty to County after written notice to Contractor of the unavailability and non-appropriation of public funds. It is expressly agreed that the County shall only activate this non-appropriation provision as an emergency fiscal measure. The County shall not activate this non-appropriation provision for its convenience, to circumvent the requirements of this contract, or to enable the County to contract with another Contractor for the same supplies or services covered under this Addendum.

**ARTICLE 11 – ENTIRE CONTRACT CLAUSE:** The Contractor and the County have read this Contract and agree to be bound by all of its terms, and further agree that it constitutes the entire contract between the two parties and may only be modified by a written mutual contract signed by the parties. No oral agreement or oral provision outside this Contract shall have any force or effect.

**ARTICLE 12 – NON-WAIVER OF ENFORCEABILITY:** Failure of the County to enforce, at any time, any of the provisions of this Contract, or to request at any time performance by Contractor of any of the provisions hereof, shall in no way be construed to be a waiver of such provisions, nor in any way affect the validity of this contract or any part thereof, or the right of the County to enforce each and every provision

**ARTICLE 13 – GOVERNING LAW:** Both parties agree that this Contract shall be governed by the laws of the state of Arizona. The parties further agree that the jurisdiction for any legal disputes arising out of this Contract shall be the Superior Court of the State of Arizona. The parties agree that even if this Contract does not specifically reference any provision required by state or federal law, those state and federally required provisions are incorporated into this Contract by this reference as though they were specifically listed herein.

**ARTICLE 14– TERM:** Contract shall be effective date signed by the County Manager and expires July 31, 2012.

**ARTICLE 15 – PAYMENT/BILLING:** Contractor shall be paid a flat fee of \$ 33,837.44 for completion of the projects as outlined in the Scope of Services.

All invoices shall be submitted to Gila County Accounts Payable, 1400 E. Ash St, Globe, Arizona and include the following information:

- Purchase Order Number
- Contract Number
- Invoice Number
- Service Location
- Vendor Name and Address
- Description of Service

Any alterations to the scope of work resulting in a change in cost must have prior written approval by the County. Any unauthorized work may result in non-payment to the vendor.

Gila County employs a "Net 15" payment term for services meaning the payment will be issued fifteen (15) days from the date the County receives the invoice from the Contractor. Purchase orders sent to the Contractor reflect these terms and conditions.

The Contractor shall have a current I.R.S. W-9 form on file with the County unless not required by law. The County shall not remit payment if the Contractor does not have a current W-9.

*IN WITNESS WHEREOF, Service Agreement No. 061012 has been duly executed by the parties hereinabove named, on the date and year first above written.*

**GILA COUNTY**

  
\_\_\_\_\_  
Don E. McDaniel Jr., County Manager

Date: 6/20/12

**GREEN TREE CONSTRUCTION**

  
\_\_\_\_\_  
Gerald L. Philpot Sr.

Date: 6/12/2012

**APPROVED AS TO FORM**

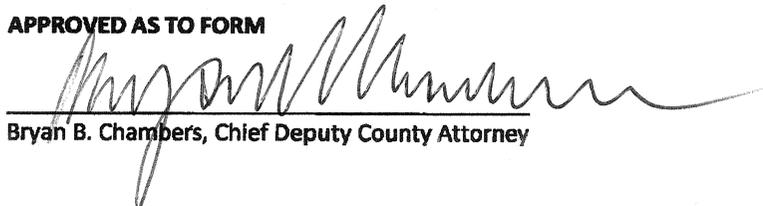
  
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Bryan B. Chambers, Chief Deputy County Attorney

EXHIBIT "A"

**Gila County Housing Services**

5515 S. Apache Ave.  
P.O. Box 1254  
Globe Az. 85502  
(928)425 - 7631



*Contractor Estimate*

**RESPEC  
Work Summary**

Case Number: hh# 4506-2

BID TOTAL \$: 33,837.<sup>44</sup>/<sub>xx</sub>

Property Information:

**Payson AZ 85541-**

Jurisdiction: Gila County  
Target Area: General Area  
Census: 3

**BID OPENING DATE**

**CONTRACTOR INFORMATION**

Name: Green Tree Construction  
Address: P.O. Box 2215  
Claypool, AZ. 85530

Voice: \_\_\_\_\_

Fax: \_\_\_\_\_

email: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_

*[Handwritten Signature]*

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

5/21/2012

**Mobile Home**

Unit Info:

**Single Family**

Owner

Mendoza Carin  
8224 W. Stallion Dr.  
Phone: (928)200-6079 Work Phone:

**Interior | Mobile Home | Single Family | House | General Requirments**

1 0000000000 0 NA 0 \$

**Permits and Fees**

Contractor to provide all permits and fees required to complete the job to local codes and regulations, including IRC, OSHA, and Gila County Codes.

2 0000000001 0 NA 0 \$

**Alternates and Suggestions**

Contractor is encouraged to suggest alternative and better methods to the rehabilitation specialist, and to notify him of items left out or discrepancies. Please use this section to show item and price. Do not add to total.

3 0000000002 0 ea 0 \$

**Performance**

All work is to comply with Current IRC, or Gila County Building code, Performance Manual guidelines and or local building, electrical and plumbing codes with inspections and permits when applicable.

All work to be done in a quality and workmanlike manner.

All work to include any items or components required for a complete and functional system. Incidental items not mentioned in the specifications or listed in RESPEC that can reasonably and legitimately be inferred to belong to the work described or be necessary, in good practice to provide a complete system shall be furnished and installed as though called out in every

4 0000000003 0 1 0 \$

**ALL LEAD WORK**

INTERIM CONTROLS, AND ABATEMENT CONTROLS, REMOVAL OR REPLACEMENT OF LEAD BASED PAINTED SURFACES OR COMPONENTS MUST BE DONE BY TRAINED, LICENSED CONTRACTORS AND WORKERS, AND MUST BE DONE IN ACCORDANCE WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT GUIDELINES, 24 CFR Part 35, et.a.

5 0000010001 0 sf 0 \$ 250.00**Clean and remove mold**

Remove mold from specified locations using following method.

**1) Walls and around windows**

Scrub surfaces with a solution of 1 cup chlorine bleach, 1 tablespoon detergent that does not contain ammonia and 1 gallon water. Keep the surface wet for about 10 minutes, then rinse well with clear water and dry.

**Interior | Mobile Home | Single Family | House | Site**6 0020040015 0 NO 0 \$ 1,400.00**General repair**

Install border around front of home to rout water so that it will not flow under home.

**Interior | Mobile Home | Single Family | House | Foundation**7 0010130013 0 0 \$ 2,500.00

**level the home**

Use cement pads for a base, then place leveling jacks under the whole home and level all floors. will have to rest the mirage line thru-out the interior home make all repairs to sheet rock inside including

**Interior | Mobile Home | Single Family |House |Exterior Side Walls**

8	0010060015	0 LF	0	\$ <u>3,500.00</u>
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**Replace Skirting**

Remove existing skirting then install new skirting around the home. make sure that there is access with a solid door and proper ventilation.

Skirting is to be a Rapid wall type with foam backing that provides a ( R-9 ) insulation Value or better. { Product is available at Westland Distributing call and speak to Bill at (480) 968-7994. } Give them time to order material timeline.

9	0010050003	0 SF	0	\$ <u>650.00</u>
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**Repair Wood Siding**

Remove and dispose of all defective materials and replace with new to match existing in type and quality. Prime immediately upon installation. Install as per manufacturer's recommendations.

**Interior | Mobile Home | Single Family |House |Floor**

10	0010140014	0	0	\$ <u>1,600.00</u>
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**Repair floor**

Remove and replace flooring material at the front door entrance. Also repair floor in the washroom

**Interior | Mobile Home | Single Family |House |Doors**

11	0010090002	0 NO	0	\$ <u>1,100.00</u>
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**Install Exterior Door include security door**

Provide and install white, preprimed steel insulated raised panel exterior 1-3/4" solid core door,(Pease, Thermatru, Stanley or approved equal). Set on 1-1/2 pair 3-1/2 x 3-1/2" butt hinges. Include keyed lockset, doorstop, deadbolt, and vinyl bubble weather-stripping. Owner to paint if desired.

Provide and install medal security door with matching hardware all doors to have matching hardware one key opens all 4 doors. Swing to complement exterior door. Caulk where necessary.

12	0010090002	0 NO	0	\$ <u>1,100.00</u>
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**Install Exterior Door include security door**

Provide and install white, pre primed steel insulated raised panel exterior 1-3/4" solid core door,(Pease, Thermatru, Stanley or approved equal). Set on 1-1/2 pair 3-1/2 x 3-1/2" butt hinges. Include keyed lockset, doorstop, dead bolt, and vinyl bubble weather-stripping. Owner to paint if desired.

Provide and install security medal door with matching hardware all 4 door are to be able to open with on key. Swing to complement exterior door. Caulk where necessary.

**Interior | Mobile Home | Single Family |House |Windows**

13	0010100028	0	0	\$ <u>4,800.00</u>
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**Replace aluminum windows**

Replace the old windows with aluminum framed, double pane low E single hung sliders make sure to

**Interior | Mobile Home | Single Family |House |Plumbing Repairs**

14	0130040024	0 NO	0	\$ <u>450.00</u>
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**Replace Toilet**

Remove and dispose of old toilet;

Install new toilet to code as per Performance Manual guidelines.(Manfield, Artisian,Kohler or approved

equal) -

**Interior | Mobile Home | Single Family | House | Roof Repairs**

15	0070030002	0 LF	0	\$ <u>1,500.00</u>
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**Install New Gutters and Downspouts**

Install new white aluminum seamless spouting and calculated number of outlets and downspouts to accommodate maximum water volumes.  
Also install storm lines at each downspout exit away from home to minimize water intruding under home.

**Interior | Mobile Home | Single Family | House | Mechanical**

16	0120040006	0 ea	0	\$ <u>5,500.00</u>
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**Install Heat Pump 4 Ton System**

Install new Electric air handler furnace and Heat pump, per manufactures instructions, include 14 Seer A/C heat pump, Air handler, Heat strips, Cased coil, ductwork, thermostat, registers, dedicated electrical brakers installed to code. Outdoor unit elevation: PMI by area snowfall, or local code.

- 1) size the new furnace/heat pump to the home per ACCA Manual J, Residential Load Calculations, submit your load calculation form with your bid showing the sizing of the furnace for the design heat load. Do not over size the unit.
- 2) electrical supply must be a dedicated circuit.
- 3) unit must have a minimum 30 inch front clearance, when installed.
- 4) check the temp. rise and match to the unit ( PMI )

All furnace work must meet or exceed NFPA #54, as well as any other local codes  
Install the ductwork for best possible efficiency, Use a rudeduced pluntum system if possiable.  
size all ducts for best performace ( PMI )

- 1) all joints in return air and supply ducts must be sealed
- 2) install a fillter chamber with a cover
- 3) filter to be of common, readily available size

**Note:** All attic installations of combined heating/cooling or condensing furnace equipment, requires the addition of a properly drained overflow pan.

**Interior | Mobile Home | Single Family | House | Weatherzation**

17	0060140014	0	0	\$ <u>250.00</u>
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**Caulk House Complete**

Caulk all areas needed to prevent air infiltration of entire interior of house

18	0100020001	0 SF	0	\$ <u>2,300.00</u>
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**Paint House Complete**

Scrape all peeling and loose paint free from surface and apply one coat of breathable oil-based primer to all bare wood. Allow to dry, and apply a 25 year quality finish coat of latex. Include all trim in complete house painting trim may be of home owners choice and base to light in nature also pre approval be housing Dept. is required prior to painting must be made by the contractor.

**Interior | Mobile Home | Single Family | House | Water Heater**

19	0130060002	0 NO	0	\$ <u>1,100.00</u>
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**Replace Hot Water Heater**

Remove and dispose of old unit and install new GeoSpring hybrid water heater. if you have any questions or need more information contact: Sierra Ashley at (520) 452-3349 or sierra.ashley@ge.com

**RESPEC Estimate Report**

Case#: hh# 4506-2

- 1) Include new shut off valve.
- 2) install with new water flex lines.
- 3) Install a drain line from the pop-off valve to below the floor level, then horizontally in sight
- 4) install to include dielectric unions
- 5) install a electrical power that is needed.
- 6) seal cabinet.

**Interior | Mobile Home | Single Family | House | Stove**

20	0330010010	0	0	\$ 750.00
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**Stove fuel switch**

Replace the old stove with a new, electric Model run new power and test to make sure of safe

21	0330030030	0	0	\$ 350.00
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**Replace kitchen exhaust fan.**

Replace the exhaust fan above the stove. It must vent to the outdoors.

**Interior | Mobile Home | Single Family | House | Electric Repairs-**

22	0110010002	0 NO	0	\$ 2,750.00
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**Repair Service**

Check all electrical service and include outlets switches lights smokes. Remove all defective material and replace with new materials to match code. include exterior lighting.

Total for: House	\$ 31,850.00
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Total for: Tax	\$ 1,987.44
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Job Total Cost: \$	33,837.44
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