



Scope of Work Template

conducted for

Kitchen Remodeling for Mrs. Martinson

Project No.

JK 2019-332896

Contractor

JK Construction Services

Client

Mrs. Thelma Martinson:

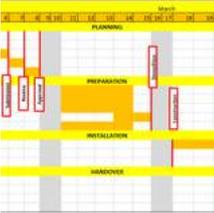
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22 Feb 2019 12:10 PM

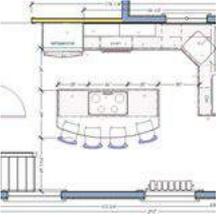
Score

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Scope of Work

Question	Response	Details
Overview		
Project Statement	<p>Mrs. Thelma Martinson has a requirement to remodel her home kitchen at 1974 Barrington Court, Dermott, Arizona. Ms. Martinson has contracted JK Construction to design and execute the job. This home kitchen remodelling will begin with a planning and design phase that will ensure all requirements and preferences for the customers, demolition, and construction are met, while being cost-efficient. All materials used for installation of mechanical, electrical, paint, cabinetry, or appliances shall meet safety and efficiency standards imposed by the International Housing Code.</p>	
Project Schedule		
Summary of Schedule	<p>Submission of Execution Plan: March 5, 2019 Owner Review of Execution Plan: March 6-7, 2019 Approval of the Execution Plan: March 8, 2019 Demolition: March 11, 2019 Start of Construction/ Installation: March 11, 2019 Substantial Completion of the Work: March 22, 2019 Testing of Equipment for Proper Function: March 27, 2019 Clean up: March 28, 2019 Handover of Work: March 29, 2019</p>	
Attach supporting documents (Optional)		
 <p style="text-align: center;">Appendix 1</p>		

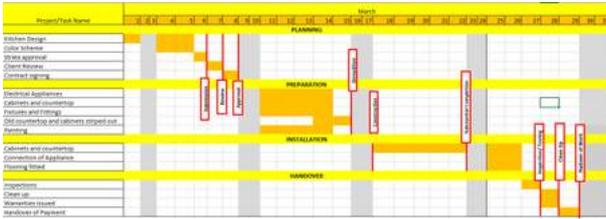
Question	Response	Details
Scope of Work		
Scope of Work Statement		<p>To remodel the kitchen within the existing structure of the residential unit in a period of four weeks, to be delivered by March 29, at a cost of no greater than \$14,000. This includes the design, preparation and installation to US Standards and ergonomically designed for the clients use.</p> <ul style="list-style-type: none"> •Kitchen remodel project plan, color scheme, design layout, and strata sign off • Kitchen that includes the following: <ul style="list-style-type: none"> o Curved center island with space for 4 bar stools o White tile countertops o High-end vitroc ceramic cooktop with island mount chimney hood o Upper and lower slab cabinets (cranberry red color) with crown molding
Definition of Terms		<p>In this Scope of Work Document, the following words or phrases are deemed to be interchangeable between this Scope of Work and stated definitions contained in other Project contract documents.</p> <p>“Contract” to refer broadly to all of the contract documents between the Owner and Contractor established and stated in those contract documents.</p> <p>“ Specifications” are those documents consisting of the written requirements of the Work referred to in the list of Contract Documents.</p> <p>“Standard of Performance” means performance of the Work within the standards and practices that would be exercised by a competent and experienced contractor, performing similar work with similar experience in a similar market and similar site conditions, and in accordance with the specific requirements that are set out in the Contract (the “Standard of Performance”).</p> <p>“Fixtures & Fittings” means the taps required for the sink unit, handles for all doors and drawers, new covers for electrical points and light.</p> <p>“Electrical Appliances” means, microwave, cook top, range hood, oven, dishwasher, front loading washing machine and fridge.</p> <p>“Work” refers to the services, products, materials and other responsibilities set out in this and other Contract documents.</p>

Question	Response	Details
<p>Attach supporting document/s (Optional)</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Appendix 2</p> </div> <div style="text-align: center;">  <p>Appendix 3</p> </div> <div style="text-align: center;">  <p>Appendix 4</p> </div> </div>		
<p>List the deliverables needed to accomplish the goal</p>		
<p>Deliverable 1</p>		
<p>Description</p>	<p>Completion of planning and kitchen design execution plan</p>	
<p>Costs</p>	<p>\$1,500</p>	
<p>Responsible Person</p>	<p>Ar. Andy Beckinson</p>	
<p>Target Date</p>	<p>06 Mar 2019</p>	
<p>Attach supporting documents (Optional)</p>		
<p>Deliverable 2</p>		
<p>Description</p>	<p>Demolition of old cabinets and countertop</p>	
<p>Costs</p>	<p>\$700</p>	
<p>Responsible Person</p>	<p>Tom Cena</p>	
<p>Target Date</p>	<p>15 Mar 2019</p>	
<p>Attach supporting documents (Optional)</p>		
<p>Deliverable 3</p>		
<p>Description</p>	<p>Completion of construction of countertop and upper and lower slab cabinets</p>	
<p>Costs</p>	<p>\$10,150</p>	
<p>Responsible Person</p>	<p>Tom Cena</p>	
<p>Target Date</p>	<p>26 Mar 2019</p>	
<p>Attach supporting documents (Optional)</p>		
<p>Deliverable 4</p>		

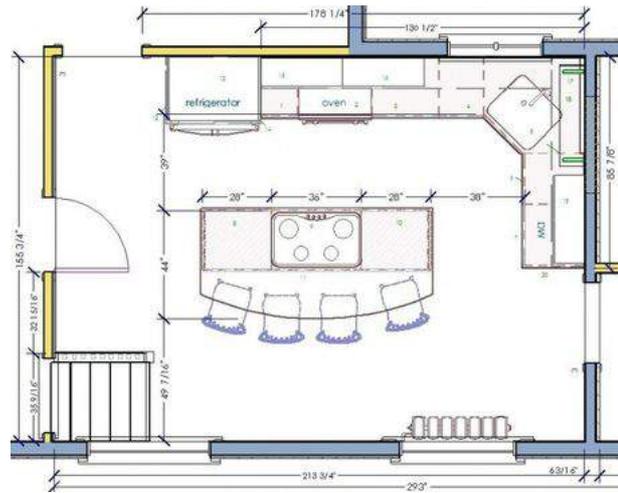
Question	Response	Details
Description	Testing and inspection of all electrical and mechanical equipment	
Costs	\$650	
Responsible Person	Tom Cena	
Target Date	27 Mar 2019	
Attach supporting documents (Optional)		
Deliverable 5		
Description	Total clean-up of appliances, countertops, cabinets, and remaining debris	
Costs	\$500	
Responsible Person	Tom Cena	
Target Date	28 Mar 2019	
Attach supporting documents (Optional)		
Deliverable 6		
Description	Full turnover of remodeled kitchen and handover of full payment by Mrs. Martinson	
Costs	\$500	
Responsible Person	Chris Ford	
Target Date	29 Mar 2019	
Attach supporting documents (Optional)		
Project Costs		
Summary of Costs	Planning and Design - \$1,500 2. Demolition - \$700 3. Construction - \$10,150 4. Testing and Inspection - \$650 5. Clean-up - \$500 6. Turnover - \$500	
Project Approval & Signatures		

Question		Response	Details
Client			
Client Representative's Full Name and signature	Thelma Martinson		<i>Thelma Martinson</i>
Complete Address	1974 Barrington Court, Dermott, AR 71638		
Contact Details	870-521-9580		
Date Signed	08 Mar 2019 04:30 PM		
Add signatory			
Contractor			
Contractor's Representative's Full Name and signature	Chris Ford		<i>CHRIS S</i>
Job Title	Project Manager		
Complete Office Address	3261 Martha Street, Prescott, AR 86301		
Contact Details	928-642-9179		
Date Signed	05 Mar 2019 05:00 PM		
Add signatory			

Media



Appendix 1



Appendix 2



Appendix 3

JK Construction Responsibility Assignment Matrix							
Project: Kitchen Remodeling for Ms. Thelma Martinson							
Tasks	Chris (Project Manager)	Andy	Tom	Rose	Jennie	Ms. Thelma	
	R- Responsible A- Accountable C- Consulted I- Informed						
PLANNING							
Kitchen Design	A	R					C
Color Scheme	A	R		C			C
Strata approval	A	R					C
Contract signing	A	R			I		R
PREPARATION							
Electrical Appliances	A	C		R	I	I	I
Cabinets and countertop	A	C		R	I	I	I
Fixtures and fittings	A	C		R	I	I	I
Old countertop and cabinets striped out	A	C	R		I	I	I
Painting	A	C		R	I	I	I
INSTALLATION							
Cabinets and countertop	A	C	R				I
Connection of Appliance	A	C	R				I
Flooring fitted	A	C	R				I
HANDOVER							
Inspections	A	R					I
Warranties issued	A	I		R			I
Handover of Payment	A	I			I		R

Appendix 4