



Scope of Work

PROJECT NAME: Myrtlewood Way

PROJECT LOCATION: 17640 NE Glisan St, Gresham, OR, 97230

PROJECT DESCRIPTION: 20 Attached Townhomes

SCOPE OF WORK: Metal Sunshades

DATE OF WORK: approx. September 1st, 2025

BID DUE DATE: February 21, 2025

1. General Requirements:

- a. Provide Metal Sunshades for all buildings, per plans.

2. Schedule

- a. Start: Anticipated Spring 2025
- b. Duration: Design, including review time - 1 month
- c. Duration: Fabrication - 1 month
- d. Duration: Install - 1 day per building
- e. Actual dates will be communicated from the project Site Supervisor and work is to be completed within the dates provided by Habitat.

3. Scope

- a. Ensure that material prices are good until January 1, 2026. After which material prices may be renegotiated based on current market conditions.
- b. Design all metal sunshade components per plans and prepare shop drawings for Habitat and architect review and approval
- c. Fabricate all metal sunshade components
- d. Provide metal sunshade components for installation by others
- e. Coordinate with Habitat site superintendent, framer, and sider to ensure structure is properly prepared for attachment of sunshades.
- f. Adhere to all details in the architectural and structural plans



Common Requirements of all Vendors

- Abide by all Habitat safety requirements including but not limited to full PPE when on site (hardhat, high vis, work boots, ear and eye protection when necessary).
- No smoking is permitted on Habitat job sites.
- Contractor is responsible for reviewing complete plan set and raising any concerns before start of construction.
- Attend on-site pre-construction meeting.
- Collaborate with other trades as needed to ensure everyone's work can proceed smoothly.
- Work may not proceed until all applicable City inspections, soils special inspections, structural special inspections, and structural engineer observations have been approved.
- All work to be completed in adherence to code requirements, approved plans, and approved specifications.
- Contractor to start and end all work per agreed construction schedule in collaboration with Habitat construction superintendent and other trade partners.
- Read and adhere to all notes and details in plans.
- Provide all labor, materials, and equipment to perform scope of work, unless noted otherwise.
- Provide all material submittals required per plans.
- Adhere to all wet weather requirements as necessary.
- State any exclusions.
- Provide one point of contact with phone number and email for all scheduling, quality control, and construction issues.
- Contractor to pull applicable trade permits, pay all applicable fees and provide a copy to Habitat. City inspections will be scheduled by Site Superintendent