

SCOPE OF WORK

1. Existing Building Exteriors:

- a. Replace siding, stucco, and trim; paint;
- b. Replace windows, doors
- c. Replace balconies;
- d. Dry rot repairs;
- e. Add insulation to walls and attics;
- f. Seismic upgrades
- g. Roof renovation
- h. Repair and replace damaged handrails on stairs
- i. Replace elastomeric coating on stairs.
- j. Remove garage doors from tuck under garage parking spaces

2. Unit Reconfiguration:

- a. Convert eight 2-bedrooms into four 1-bedroom units and four 3-bedroom units.
- b. Convert existing office back to a 3-bedroom unit.
- c. Convert 10% of units to accessible units.

3. Existing Building Interiors as specified in Owner's replacement chart:

- a. Replace flooring;
- b. Replace cabinets and countertops;
- c. Replace sinks and toilets;
- d. Replace appliances;
- e. Replace doors and door hardware;
- f. Repaint walls, ceilings and interior trim.

4. Mechanical, Electrical, and Plumbing System Upgrades:

- a. Replace heaters in specified units;
- d. Describe sewer repairs if necessary after review of sewer lateral videos;
- e. Upgrade site lighting and wiring;
- f. Coordinate security system additions (fobs and security cameras)
- g. Energy Code compliance.
- h. Design and provide functional master satellite and cable television distribution system.
- i. Add fire sprinkler system

5. Site Work:

- a. Replace landscaping and planters;
- b. Add community garden;
- c. Replace signage and mailboxes;
- d. Add bike parking;
- e. Parking lot repairs (cracking and damage on concrete-paved driveway); restriping
- f. Carports: replace roof;
- g. Add property gates with door king system.
- h. Build Trash Enclosure
- g. Upgrade accessible path features as needed to existing buildings and new addition.

6. Potential Energy Upgrades

**Eight Trees Phase Two
Scope of Work and Budget**

ATTACHMENT 4

7. New Community Building/Office spaces over Existing Pool Area

A 1,385-square foot, one-story addition will be added to building #2 to provide a multi-purpose room, offices, computer room, kitchen, laundry room, and restroom.

PROJECT BUDGET

Loan Repayment	total	per unit
Loan Repayment	\$ 2,347,092	\$ 97,796
		\$ -
<i>Total Acquisition Costs</i>	<i>\$ 2,347,092</i>	<i>\$ 97,796</i>
HARD COSTS		
Resid. Site Work and Structures	\$ 4,480,587	\$ 186,691
Commercial Costs	\$ -	\$ -
Escalation Contingency	\$ 224,029	\$ 9,335
Overhead & Profit/GC/Ins. Bond	\$ 1,317,293	\$ 54,887
Owner Contingency	\$ 903,286	\$ 37,637
<i>Total Hard Costs</i>	<i>\$ 6,925,195</i>	<i>288,550</i>
SOFT COSTS		
Architecture and Engineering	\$ 475,800	\$ 19,825
Construction Loan interest and fees	\$ 477,733	\$ 19,906
Legal Fees	\$ 120,500	\$ 5,021
Reserves	\$ 136,200	\$ 5,675
Permits and Fees	\$ 67,989	\$ 2,833
Other Soft Costs	\$ 431,904	\$ 17,996
Relocation	\$ 411,000	\$ 17,125
Developer Fee	\$ 1,366,755	\$ 56,948
<i>Total Soft Costs</i>	<i>\$ 3,487,882</i>	<i>145,328</i>
TOTAL DEVELOPMENT COSTS	\$ 12,760,168	\$ 531,674