

# **Scope of Work**

## **Sample Disaster Restoration**

### **Hurricane Katrina**

1.0 General. The residence of Mr. and Mrs. Guy Thompson sustained damage from Hurricane Katrina on August 18, 2005. Due to wind damage portions of the roof were damaged and torn away from the structure, wind driven rain damaged the structure, and two days following the hurricane rising water entered the structure on the first floor to a depth of 2.5 feet. On Thursday, September 29, 2005 conditions were acceptable for an inspection of the property to determine the scope of the work necessary to restore the structure.

2.0 Damage Assessment. The wind damage tore approximately forty per cent of the roof away from the structure. Rainwater entered the home from the wind damage and saturated seventy per cent of the structure. Rising water entered the structure on the first floor and rose to a level of approximately 2.5 feet before receding. The rising water damage is evidenced by a visible high water mark. At present the water has receded, leaving residual water in some lower portions of the home. The structure continues to be at risk of further exposure depending upon weather conditions.

- 2.0.1 There is a residual layer of mud, silt, and debris on some floor surfaces.
- 2.0.2 Ambient conditions are conducive to the growth of micro-organisms.
- 2.0.3 The ambient environment is unstable and conditions are conducive to the continued deterioration of the structure and contents.
- 2.0.4 Structural components exposed to direct water contact are saturated, and will not sufficiently dry without mechanical dehumidification efforts.
- 2.0.5 Components of the mechanical, electrical, and plumbing fixtures which have been exposed to direct water contact require close examination to determine extent of damage, and to determine the protocol for replacement or restoration.
- 2.0.6 Documents and contents of a porous nature which have been exposed to direct water contact are saturated, and should be evaluated by the insured for documentation on a loss list and/or possible duplication and/or recovery.
- 2.0.7 Electronic components exposed to rising water should be evaluated by the insured and/or an authorized repair center designated by the manufacturer.
- 2.0.8 Electric motors in the workshop received direct water contact and should be evaluated for determination of the protocol for repair and/or restoration.

- 2.0.9 The black water exposure to contents in the lower floors requires careful inspection and evaluation of value versus restoration cost.
- 2.0.10 The carpeting is damaged beyond reasonable cost effective restoration efforts,
- 3.0 Evacuation and Mitigation Contingency. An evacuation and mitigation contingency plan should be developed. Any person on site should be made aware of this contingency through periodic safety briefings when weather conditions indicate the possibility of rising water.
- 4.0 Critical Path. The critical path for the recovery of the Thompson residence is due on or before 3 October, 2005. Review and return diagrams for revision on or before 5 October, 2005.
- 5.0 Thompson Family. The principal contact representing the Thompson family is Mr. Guy Thompson.. Phone: 713-655-7878 Alternate: 713-959-2323
- 6.0 Acme Restoration Company. The principal contact representing ACR is Dennis Smith. Phone: 682-555-1919 Alternate: 888-807-5555
- 7.0 Dumpster. Designate a staging area for the placement of dumpsters and project supplies.
- 8.0 Residual Water. Extract the residual water from the structure.
- 9.0 Demolition/Debris Removal. Remove mud/silt/debris from structure. Remove debris from the property. Demo structural components as described in demolition plan.
- 10.0 Stabilize Environment. Install Dehumidification and moisture monitoring equipment.
- 11.0 Replacement Components. Order replacement structural components based on like kind and quality as designated in project specifications.
- 12.0 HVAC System. Clean and restore HVAC system, clean and seal air ducts, evaluate electrical and mechanical components and make necessary repairs.

- 13.0 Structural Repairs. Complete structural repair to framing, roof and structural envelope with materials as designated in project specifications.
- 14.0 Plumbing. Complete plumbing repairs, repair vent stacks and system drainage check valves.
- 15.0 Insulation. Replace damaged insulation materials as designated by the project specifications schedule
- 16.0 Electrical Repairs. Complete electrical repairs to electrical components damaged by water, wind and exposure. Replacement parts are designated in the project specifications schedule.
- 17.0 Sheetrock...Replace sheetrock removed because of water damage with like kind and quality materials as designated in the project specifications schedule.
- 18.0 Tape/Bed/Texture Complete tape/bed/texture for new sheetrock and damaged drywall in structure.
- 19.0 Trim work. Complete repairs and replacement of damaged trim work. Use like kind and quality materials as specified in the project specifications schedule.
- 20.0 Cabinetry/Countertops. Complete repair and replacement of damaged cabinetry and countertops as specified in the project specifications schedule.
- 21.0 Painting/Finishes. Complete painting of interior of structure and the application of special finishes as specified in the project specifications schedule.
- 23.0 Carpet. Replace damaged carpeting with like kind a quality goods as designated in the project specifications schedule.
- 24.0 Scope of Work. This document cannot be altered without the written agreement of the participating parties.

AUTHORIZED BY:

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Mr. and Mrs. Guy Thompson

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Dennis Smith, Acme Restoration Co.