

**PROJECT** : Philippine Consulate Residence Maintenance Repair Project  
**ADDRESS** : 119 Julie Court, Jonestown, Tamuning,  
**CONTACT PERSON** : Hon. Rosario P. Lemque, Consul General  
**DATE OF PROJECT TURNOVER** : 2017  
**BUILDING AGE** : 6 YEARS  
**SUBJECT** : SCOPE OF WORK AND OUTLINE SPECIFICATIONS  
**DATE** : December 15, 2024

ITEM	SPECIFICATION SECTION	LOCATION	ROOM/ AREA	DESCRIPTION	SCOPE OF WORK	OUTLINE SPECIFICATIONS	RESPONSIBLE
1	<b>DIVISION 01 - GENERAL REQUIREMENTS</b>	ALL AFFECTED AREAS		Coordination	<p>1. GC/KTR shall perform coordination services for the Owner, through direct solicitation of nominated specialty contractors to ensure schedule alignment of all activities to avoid delays in the project.</p> <p>2. GC/KTR shall submit samples and/or brochures with technical descriptions of materials to be used for the review and final approval of the Owner through the HTC.</p> <p>3. Clean-up: The GC SHALL PERFORM PROFESSIONAL CLEAN-UP ACTIVITIES before TURNOVER OF THE HOUSE TO THE OWNER.</p>	The coordination fee shall be a fixed lump-sum separate line item.	GC
				Clean-up	<p>1. The GC shall provide covers to secure the existing furniture for the entire duration of the project.</p> <p>2. Clean-up: The GC SHALL PERFORM PROFESSIONAL CLEAN-UP ACTIVITIES before TURNOVER OF THE HOUSE TO THE OWNER.</p>		GC
2	<b>DIVISION 02 - EXISTING CONDITIONS</b>	ALL AFFECTED AREAS		Demolition Work	<p>GC/KTR shall perform demolition activities for Architectural, Plumbing, Mechanical, and other activities as described during the site visit and dispose of all debris from the site. Provide protection for all existing furniture and appliances during construction.</p>	<p><b>1. Architectural:</b> As described specifically in the preceding items including the kitchen base cabinets.</p> <p><b>2. Plumbing:</b> To ensure that the architectural finish is done correctly, the GC/KTR will perform demolition work on the Bathtub Area which will be converted to a shower stall before the Plumbing contractor performs its tasks. The design intent will be as directed by the HTC. All Piping and fixture removal and disposal shall be done by the Plumbing contractor.</p> <p><b>3. Mechanical:</b> To ensure that the architectural finish is done correctly, the GC/KTR will perform the cut-outs for the 24" x 24" ceiling access panels in coordination with the mechanical contractor who will identify the specific locations before the removal of the existing pipes. All FCUs, OCUs, and piping removal and disposal shall be performed by the specialized contractor.</p>	GC/Specialty Contractors

		EXTERIOR			Remove, uproot, and dispose 2- Moringga trees at exterior identified during the site visit.	The area must be restored to match the adjacent landscape.	
3	<b>DIVISION 05 - METALS</b>	BALCONY	ACCESS LADDER	A fixed ladder with fall protection is needed as permanent access to the roof deck for maintenance inspection and work.	Fabricate and insatall metal access ladder to roof deck.	The contractor must submit for review and approval shop drawings. The ladder can be pre-manufactured or shop manufactured following OSHA standards. Location is identified in the attachment	
		EXTERIOR	DOWNSPOUT BACK FENCE		Re-install and secure downspout that was damaged by Typhoon Mawar Typhoon damaged.	Repair and repaint to match existing.	GC GC
4	<b>DIVISION 06 - WOOD, PLASTICS, AND COMPOSITES</b>	2ND FLOOR BEDROOMS	BEDROOM CABINETS AND SHELVES		All wooden cabinets must be replaced with treated or dry high moisture resistant materials to avoid powderpost beetles infestation.		GC
5	<b>DIVISION 08 - OPENINGS</b>	EXTERIOR AND GROUND	GARAGE & PEDESTRIAN GATES		The Gate Opener must be replaced should repair by a local technician is not possible.	Per manufacturer specifications to match existing.	GC
		BASEMENT	GARAGE DOOR & GENERATOR DOOR		1. Overhead Garage Door Opener is non-operational due to a broken chainlink. No Operation Manual or OM is available for reference. Only the boilerplate of the motor is available. 2. The Generator Door was damaged by Typhoon Mawar.	1. Check with the local vendor if parts are available for the brand written on the motor's plate and if repair is still possible. Provide additional manual garage opener. Manufacturer specifications must match existing ones. 2. Repair the generator door. Color to match existing.	GC
6	<b>DIVISION 09 - FINISHES</b>	GROUND FLOOR	MAIN LIVING, DINING & KITCHEN		1. Replace the entire floor with ceramic tiles following tile setting standards such as expansion gaps and tile space for grouts. Use high-quality adhesive and make sure the subfloor is leveled before installation. 10% in excess of the total quantity used should be provided to the client for future repair or maintenance work. Materials should be sourced through a local vendor for immediate availability. 2. Kitchen Area: Optional. The client can consider using the contingency cost during the bid process. This should be a separate line item in the bid submittal.	<b>1. Floor tile color:</b> Monotone Homogeneous Tile is available locally and can be reordered directly by the client when additional quantities are needed for maintenance. <b>2. Tile size:</b> 24" x 24" or larger, Square or Rectangular, 24" x 36". Before installation, the contractor must submit a sample for review and final acceptance by the Owner. <b>3. Gaps and Grout:</b> The gaps between tiles must be at least 5mm per the grout manufacturer's recommendation. Adhesive application: The contractor must submit the technical specifications which indicate the proper use of the material on existing conditions. The bare minimum shall be that the area of installation must be clean and dust-free. The application of a bonding agent must be verified first with the adhesive manufacturer.	GC

						<p><b>4. Adhesive application:</b> The contractor must submit the technical specifications that indicate the proper use of the material on existing conditions. The bare minimum shall be that the area of installation must be clean and dust-free. The application of a bonding agent must be verified first with the adhesive manufacturer.</p> <p><b>5. Baseboards:</b> The contractor will use the same material as the floor at a height of 4 to 6 inches, depending on its cutting viability to limit wastage.</p>	
		PER INSPECTION	EXTERIOR WALLS		<ol style="list-style-type: none"> <li>1. Repair and repaint to match existing, front fascia molding.</li> <li>2. Repair and repaint the chipped soffit of the front balcony.</li> <li>3. Repair areas with water blisters.</li> </ol>	<ol style="list-style-type: none"> <li>1. Match existing or higher, areas will be identified and listed by the contractor during the site visit.</li> <li>2. Power wash the whole exterior walls including balusters and remove water blisters. Apply neutralizer before patching. Apply a single coat of paint with increased fungicide. Match existing color.</li> </ol>	GC
		PER INSPECTION	INTERIOR WALLS		<ol style="list-style-type: none"> <li>1. Repaint rooms with mildew build-up.</li> <li>2. Repair areas with water blisters.</li> </ol>	Match existing or higher, areas will be identified and listed by the contractor during the site visit.	GC
		BASEMENT AND MASTERS WIC	INTERIOR CEILING		<ol style="list-style-type: none"> <li>1. Repair or replace the basement toilet ceiling.</li> <li>2. Install gypsum board ceiling in the Masters Walk-in Closet.</li> </ol>		GC
		ALL BEDROOMS	BASEBOARDS		All wooden baseboards must be replaced either by treated solid wood or high moisture resistant materials during the renovation to remove all possible areas of powderpost beetle infestation.	<b>Baseboards:</b> The contractor shall use termite or powder-post beetle-resistant material like MDF or HDF to replace the existing cabinets. A vinyl cove base is an option but existing gaps from the wall and floor must be verified first to see if it will be covered when installed.	GC
7	<b>DIVISION 12 - FURNISHINGS</b>	KITCHEN	MAIN KITCHEN BASE CABINETS		All base cabinets including the countertops will be replaced to match the top cabinets or cupboards using high moisture resistance materials. These new base cabinets will stand on adjustable legs to raise them from the floor to prevent accidental flooding in the future from damaging the material. The legs will be covered with the same moisture-resistant material.	Materials are manufacturer-recommended. Removal and disposal shall be done by the specialty contractor.	Specialty Kitchen Contractor

8	DIVISION 22 - PLUMBING	ALL SIX (6) BATHROOMS	BATHROOM FIXTURES AND FITTINGS		Remove and dispose of existing fixtures and replace them with locally available fixtures.	<p><b>1. Sanitary Fixtures:</b> Kohler, American Standard, Glacier Bay elongated WC with matching lavatory following the existing layouts and finishes. All items must be available locally for ease of maintenance. Installation shall include all supply pipes and accessories. Match existing design intent.</p> <p><b>2. Faucets:</b> Moen, Delta, or Price Pfister or as directed by the HTC. Add shut-off valves at hot and cold pipe risers.</p> <p><b>3. Soaking Bathtub:</b> Replace the existing Jacuzzi and install tub filler at Master Bath.</p>	Specialty Plumbing Contractor
		AFTER METER	WATER SUPPLY CONTROL VALVES		Install Shut-off Valves after the GWA Meter and at hot & cold risers to 2nd floor.		Specialty Plumbing Contractor
		POWDER ROOM	FLOOR DRAIN		Install a new floor drain	HTC will confirm location during site visit.	Specialty Plumbing Contractor
		BASEMENT	WATER HEATER			Add a Water Heater Timer.	Specialty Plumbing Contractor
9	DIVISION 23 - HVAC	ALL AREAS WITH ACU	CENTRAL CLIMATE CONTROL SYSTEM/ FCUs and UCOS		Replace all units with a reliable brand including the replacement of the existing supply conduits which will be covered with warranties and after sales and parts service. Operation Manuals or OMs must be turned over to the client upon turnover.	The nominated vendor shall provide the catalog sheets to be reviewed by the HTC. They will provide a schedule, coordination with the GC/KTR, and as-built drawings.	MJM
		GROUND	EXHAUST DUCTS		The existing duct screen is almost flushed at the end allowing wind-driven rain to come in and leak inside the toilets and kitchen.	<p>1. Remove and replace with a longer downward bend to prevent wind-driven rain from coming in.</p> <p>2. Provide gravity backdraft damper and insect screen at the outlet.</p> <p>3. Materials shall be as directed by the HTC.</p>	GC
		ALL AREAS WITH FCUs	ACCESS CEILING PANELS		Provide access ceiling panels adjacent to FCUs.	To ensure that the architectural finish is done correctly, the GC/KTR will perform the cut-outs for the 24" x 24" ceiling access panels in coordination with the mechanical contractor who will identify the specific locations before the removal of the existing pipes. All FCUs, OCUs, and piping demolition shall be performed by the specialized contractor.	GC
10	DIVISION 26 - ELECTRICAL	SERVICE POLE	MAIN POWER DISCONNECT SWITCH		There is no cover causing the the busbars to corrode.	Remove and replace the box and corroded busbars. Test and record the voltage after installation.	GC

			NON-FUNCTIONING ELECTRICAL CONVENIENCE OUTLETS IDENTIFIED IN THE ATTACHMENTS		Check and repair electrical convenience outlets identified in the attachments.	If to be replaced, the material shall match existing.	GC
11	DIVISION 28 - ELECTRONIC SAFETY AND SECURITY	PEDESTRIAN GATE	GATE INTERCOM CALL DEVICE		Replace Gate Intercom.	The manufacturer's specifications must match or exceed the existing intercom.	GC/OWNER
		EXTERIOR	CCTV		Replace 7ea. Cameras with appropriate view type per location. Wirings shall be re-used unless tested and not functional. Provide new DVR and Receiver with up to 16ea. Cameras capacity. Program and test CCTV system.		GC/Specialty Contractor
<p>HTC -Highly Technical  * Consultant  GC - General Contractor</p>							