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Work Order

W/O Number: 01524296

Client:

W/O Date: 1/29/2016EST

Vendor: 5 Star Services

Completion Date:

Property Step: Clean-out Complete

Task ID:

Management By: adegreve@cwis-llc.com

Status: Completed

Broker Name:

W/O Category: Initial

Broker Contact Phone:

CASE: 093-575592

Broker Contact Email:

Address: 12239 COUNTRY SIDE LAKELAND FL, 33809-0000

USPS Verified Address:

Lockbox Code: Pay mod to install wood on floor vents. 5 - 10 x 15 inches installed and 1 - 24 x 15 installed.

Key Code: Plumbing at this property was already capped. Gate Code:

CATEGORY	AMOUNT	DUE DATE	COMPLETION DATE	STATUS
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Description: Key Code: 44535

Follow the NEW FULL Initial Services Directive and Check list

In ADDITION, complete the following tasks:

NOTE: PLEASE VERIFY THAT ALL EXTERIOR DOORS ARE KEY THE SAME AND SUBMIT PICTURES WITH KEY IN LOCK. REMOVE ANY LOCK BOXES IF PRESENT.

****CAP ANY INTERIOR OPEN PLUMBING LINES AND/OR APPLIANCE WATER LINES****

- Any trip hazards found in the yard (tree stumps, pipes, depressions in the yard that may hold water, etc.) need to be marked with a stake(s) then attach a small piece of red tape to the top of each stake. Please DO NOT stream the tape from one stake to the next.
- All vegetation needs to be trimmed away from the structure. Ensure nothing is touching any sides (including the roof and any outbuildings).
- Neatly trim all overgrown shrubs/bushes/trees. If shrubs are in front of any windows please cut them down to half the window height.
- String trimming must be completed around foundations, tree trunks, fence-lines, walls, swales, drainage ditches, driveways and other areas that the mower cannot cut.
- All hard surfaces must be defined with an edger. Remove debris and blow off all hard surfaces. Pool lanais, pool covers, decks, porches and patios must be cleared of debris and blown as well.
- Secure any holes or opening in shed with plywood.
- Damaged/loose skirting needs to be reattached. If unable to reattach, remove as debris and secure opening with plywood or lattice work.
- Missing floor vents or damaged vents need to be secured with plywood and edges marked with red tape.
- Remove Winterization stickers, plastic, and tape as debris.
- Be sure to clean toilets thoroughly inside and out. Flush with clean water to ensure no cleaning agents are left. After toilets have been cleaned, please shrink wrap toilet and write the date on top with black marker.

*Must upload signed Checklist

*Ensure that property is in Ready to Show Condition.

Provide time-date stamped 'Before', 'During' and 'After' photos of work to confirm all work is completed in all areas. For questions or issues please call from site at 863-644-5600 8am-5pm M-F and 8am-3:30pm Sat. For after hours and weekends call 888-463-2916.

NOTE: COMPLETION DATE IS THE DATE THAT ALL WO DOCUMENTATION IS SUBMITTED FOR REVIEW. LATE PENALTIES APPLY IF UPLOAD IS NOT SUBMITTED BY LAST ALLOWED DATE.

Managed By

Completed Date

NOTE TO CONTRACTOR: HUD Rules and Regulations prohibit contractors/vendors from performing pre-conveyance preservation work on the same properties on which they perform post-conveyance preservation work. By your acceptance of this work order and the completion of the work, you and your firm are certifying that you **DID NOT** perform pre-conveyance preservation work upon this property. If your firm has done prior work on this property, please contact your State Project Manager immediately so that the work order can be reassigned to another vendor. Failure to do so may result in non-payment for the work performed. Thank you your attention to this important matter.

Waiver of Lien Rights: Vendor may have rights under State statute to execute liens against the property for non-payment of invoices. Understanding this right, vendor unconditionally agrees to waive all lien rights that vendor may be entitled to and agrees to pursue collection efforts without affecting clear title to the real estate owned. Any court of competent jurisdiction can enter any judicial orders required, without notice, discharging any liens filed contrary to this waiver of lien rights. All disputes pertaining to invoices shall be governed solely by the terms of your Subcontractor agreement.

Failure by CONTRACTOR to adhere to and properly enforce the provisions of the above paragraphs shall be construed as a default allowing **CWIS** the right to cease Contractor's relationship with **CWIS**.

CONTRACTOR acknowledges that time is of the essence in the execution of this Work Order and if not completed by the Due Date, **CWIS** may rescind the Work Order and Reassign to another Contractor. Additionally, if Contractor fails to complete all requirements of the Work Order, resulting in additional Work Orders to another Contractor, **CWIS** shall be entitled to adjust the Work Order cost.

CONTRACTOR agrees to comply with all of the terms, conditions and provisions of the **Service Contract Act**, the Fair Labor Standards Act, and all appropriate Federal, State, and local regulations concerning wages, hours, method of payment and nondiscriminatory practices with regard to the hiring and use of labor, both at the site and by all material suppliers and subcontractors, including the filing of any and all certificates of compliance required by any governmental agency or other authority. The Service Contract Act requires payment of prevailing wage plus health and welfare benefit. The current Wage Determinations are found at the following link:<http://www.wdol.gov/sca.aspx>

Construction, Repair, Demolition, and Remediation Bid Proposal Provisions All construction and repair bids submitted to CWIS for work on properties owned by the US Department of Housing and Urban Development, and exceeding \$2,000, must include the following statement ""**The contractor agrees to comply with the minimum rates for wages for laborers and mechanics as determined by the Secretary of Labor in accordance with the provisions of the Davis-Bacon and Related Acts.**"" The minimum rates for wages paid to laborers and mechanics pursuant to the David-Bacon and Related Acts can be found here:<http://www.dol.gov/whd/govcontracts/dbra.htm>