

**EXHIBIT A TO OFFER TO PURCHASE -- CITY OF MILWAUKEE SCOPE OF WORK**

**Scope of Work for Property Located at: 3618 W. Burleigh St.**

**Property is:** Single Family  Duplex  Other

**Date:** 3/20/2025 OCCUPIED  VACANT

City prepared this Scope upon visual inspection only, for limited purpose. City does not warrant content or conclusions, and is not responsible for errors, omissions, or discovery of conditions that are or may constitute defects or concerns

**ESSENTIAL REPAIRS. All buyers must complete Essential Repairs and obtain "Essential Repair Verification Form and provide same to DCD within 180 days of City's deed to buyer in order to get return of performance deposit.**

Location	Required Work			Note/Comments	Cost
Entire Building	Structural Violations	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Defective/Missing HVAC	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	<b>Repair or Replace Furnance, Venting, Ductwork, etc.</b>	\$ 4,500.00
	Defective/Missing Plumbing	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>		\$ 1,800.00
	Defective/Missing Electrical	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>		\$ 300.00
	Defective/Missing Egress	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	<b>Front Porch/Steps/Railings - Repair to Structurally Sound</b>	\$ 650.00
	Defective/Missing Smoke/CO Alarm	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>		\$ 180.00
	Repair Defective Paint / Drywall (Interior)	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Defective/Missing Roof (Major)	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	<b>Includes Gutters &amp; Downspouts</b>	\$ 15,000.00
	Missing / Defective Window(s)	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Other	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	<b>Replace Missing Interior Handrails</b>	\$ 620.00
	Other	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	<b>Permits Required</b>	\$ 300.00

Lead (Pb) orders from MHD exist and must be completed with other essential repairs.

**Essential Repairs: Estimated Cost:\*** \$ **23,350.00**

\*average contracted cost. Actual costs may vary. Self help will reduce the amount.

**OTHER REPAIRS (Exterior & Interior). Buyer is notified that the following are code violations that must be addressed and are subject to Department of Neighborhood Services (DNS) enforcement.**

**Exterior Condition Report**

Location	Required Work			Note/Comments	Cost
Site	Landscaping	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>	<b>Self Help</b>	\$
	Steps/Handrails	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Service walks	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>		\$ 3,000.00
	Fencing	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Parking	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Retaining walls	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Other	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	<b>Cut, Remove Trees and Brush</b>	\$ 1,000.00
	Other	n/a <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	<b>Landscape / Grass Seed</b>	\$ 1,500.00
Garage				<b>N/A</b>	
	Shingles: repair	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Shingles: Roof over existing	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Shingles:Tear off & re-roof	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Gutters/downspouts	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Flashing	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Eaves	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Siding	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Doors	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Windows	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Slab	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Paint	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Electrical	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$
	Other	n/a <input type="checkbox"/>	Yes <input type="checkbox"/>		\$

**Porches**

**NOTED IN ESSENTIAL REPAIRS**

Roof	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Deck-upper	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Deck-lower	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Steps/handrails	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Ceiling	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$ <b>200.00</b>
Guardrails	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Structural	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Paint	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$

**House**

**NOTED IN ESSENTIAL REPAIRS**

Chimney	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$ <b>500.00</b>
Shingles: repair	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Shingles: Roof over existing	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Shingles:Tear off & re-roof	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Gutters/downspouts	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Flashing	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Eaves	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Siding	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Storm Doors	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Prime ("main") Doors	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$ <b>100.00</b>
Storm Windows	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Prime ("main") Windows	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Paint	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$ <b>1,200.00</b>
Foundation	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Electrical	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$

**Exterior: Estimated Cost:\*** **\$ 7,500.00**

\*average contracted cost. Actual costs may vary. Self help will reduce the amount.

**Interior Condition Report**

Unit: Entire unit (single family)  Lower unit of duplex   
 Upper unit of duplex  Other

**Mechanical Required Work**

**Heating**

**NOTED IN ESSENTIAL REPAIRS**

Repair/replace boiler	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair radiation	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace furnace	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Repair ductwork	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Replace thermostat	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Repair/replace grilles	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Tune boiler/furn. insp ht exchanger	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$

**Electrical**

**NOTED IN ESSENTIAL REPAIRS**

Repair/replace receptacles	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace switches	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace fixtures	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Install outlets and circuits	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Install outlets and circuits	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Install outlets and circuits	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Install outlets and circuits	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Upgrade service	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Other	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$ <b>350.00</b>
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$

**Plumbing**

**NOTED IN ESSENTIAL REPAIRS**

Repair/replace kitchen sink	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace kitchen sink faucet	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace tub	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace tub faucet	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace toilet	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace lavatory	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace lavatory faucet	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace wash tub	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace wash tub faucet	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Unclog piping:	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair drain/waste/vent piping	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair water piping	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Repair/replace water heater	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$
Other	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$ <b>Bathroom Tub Surround</b>
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$

**Windows**

Replace broken glass n/a  Yes  \$

Repair or replace sash n/a  Yes  \$

**Doors**

Repair or replace doors n/a  Yes  \$

Repair or repl. locks/latches n/a  Yes  Self Help \$

**Walls/Ceilings**

Repair or repl. @ defective n/a  Yes  \$ **200.00**

**Fire Safety**

**NOTED IN ESSENTIAL REPAIRS**

Install smoke/CO alarm:bsmt. n/a  Yes  Self Help \$

Install smoke/CO alarm: 1st flr. n/a  Yes  Self Help \$

Install smoke/CO alarm: 2nd flr. n/a  Yes  Self Help \$

**Handrails**

Repair/replace defective n/a  Yes  Self Help \$

**Stairs**

Repair defective n/a  Yes  **Basement Step(s)** \$ **400.00**

**Floors**

Repair defective n/a  Yes  \$

**Other**

n/a  Yes  \$

n/a  Yes  \$

n/a  Yes  \$

n/a  Yes  \$

**Interior: Estimated Cost: \$ 950.00**

**Total Essential Repairs, Exterior, and Interior Cost:\* \$ 31,800.00**

\*average contracted cost. Actual costs may vary. Self help will reduce the amount.

**Inspected J. Mazur**

**Date: 3/20/2025**

**Self Help**

Work listed as "self help" means the cost estimate includes only the cost of the materials, not labor or equipment.

**Important Information Regarding Permits**

All plumbing, heating, electrical, and structural repairs require permits before work can start.

Permits are obtained at the Development Center located on the first floor of 809 N. Broadway.

Licensed contractors must do the above work, although owner occupants *may* be eligible to do maintenance work and structural/carpentry repairs.

Owner occupants *may* be eligible to do plumbing work on the unit they live in, but check with the plumbing inspector first.

Generally, minor carpentry repairs, plaster patching, and painting do not require permits.

Anyone disturbing painted surfaces must assume they contain lead paint if the home was built before 1978. Contractors must be licensed to do lead abatement and must obtain a permit. Permits are obtained from the Health Department, located at 841 N. Broadway, 1st Floor.

There may be bare soil at this premises. This soil may have accumulated lead in amounts greater than or equal to the US Environmental Protection Agency (EPA) Lead in Soils Standards. For advice on addressing lead in soil, consult the document

Human Health Hazards: Lead in soil from exterior paint from the State of Wisconsin at [www.dhs.wisconsin.gov/publications/p45015.pdf](http://www.dhs.wisconsin.gov/publications/p45015.pdf) .