

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

**Scope of Work for Property Located at: 3420-22 North 18th Street**

**Property is:** Single Family  Duplex  Other

**Date:** 2/19/2018 **OCCUPIED** (Le<sup>✓</sup>er unit only) **VACA**

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" before people may reside at the property. If property at closing is occupied by a tenant of the City, they may continue occupying if (A) no Essential Repairs are needed, or (B) Buyer has completed Essential Repairs and obtained an "Essential Repair Verification Form."**

Location	Required Work	Note/Comments	Cost
<b>Entire Building</b>	Structural Violations	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Defective/Missing HVAC	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Defective/Missing Plumbing	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Defective/Missing Electrical	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>Knockouts missing on panel to 2nd floor unit</b>	\$ <b>50.00</b>
	Defective/Missing Egress	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>Restore operation to 2nd floor porch door</b>	\$ <b>100.00</b>
	Defective/Missing Smoke Alarm	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>2nd floor unit</b>	\$ <b>75.00</b>
	Defective/Missing CO Alarm	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>2nd floor unit</b>	\$ <b>25.00</b>
	Defective/Missing Roof (Major)	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Missing Window(s)	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Missing Exterior Door(s)	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$
	Other	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$

**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	
<b>Site</b>	Landscaping	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$	
	Steps/Handrails	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$	
	Service walks	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$	
	Fencing	n/a <input type="checkbox"/> Yes <input type="checkbox"/>	\$	
	Parking	n/a <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>Re-pave parking area</b>	\$ <b>3,500.00</b>	
	Retaining walls	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"/>	\$	
	<b>Garage</b>	Singles: repair	n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$
		Shingles: Roof over existing	n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$
Shingles:Tear off & re-roof		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Gutters/downspouts		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Flashing		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Eaves		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Siding		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Doors		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Windows		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Slab		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Paint		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Electrical		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	
Other		n/a <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	\$	

**Porches**

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 type="checkbox"/>	\$
Ceiling	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Guardrails	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Structural	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Paint	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Other	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	<b>Skirting</b> \$ <b>50.00</b>

**House**

Chimney	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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"/>	\$
Storm Doors	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Prime ("main") Doors	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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>1,500.00</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:\*** \$ **5,300.00**

\*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**

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 type="checkbox"/>	\$	
Repair ductwork	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Replace thermostat	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Repair/replace grilles	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Tune furnace	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$	<b>350.00</b>

**Electrical**

Repair/replace receptacles	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	<b>GFI @ laundry area</b>	\$ <b>200.00</b>
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>Permit</b>	\$ <b>90.00</b>
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	

**Plumbing**

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 checked="" type="checkbox"/>	\$	<b>350.00</b>
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 checked="" type="checkbox"/>	<b>Under kitchen sink</b>	\$ <b>250.00</b>
Repair water piping	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
Repair/replace water heater	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"/>	\$	

<b>Windows</b>	Replace broken glass	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
	Repair or replace sash	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
<b>Doors</b>	Repair or replace doors	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
	Repair or repl. locks/latches	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
<b>Walls/Ceilings</b>	Repair or repl. @ defective	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$	<b>750.00</b>
<b>Paint</b>	Repair or repl. @ defective	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$	<b>500.00</b>
<b>Fire Safety</b>	Install smoke/CO alarm:bsmt.	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
	Install smoke/CO alarm: 1st flr.	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
	Install smoke/CO alarm: 2nd flr.	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
<b>Handrails</b>	Repair/replace defective	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$	<b>125.00</b>
<b>Stairs</b>	Repair defective	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$	<b>100.00</b>
<b>Floors</b>	Repair defective	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$	<b>600.00</b>
<b>Other</b>		n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
		n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
		n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
		n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$	
<b>Interior: Estimated Cost:</b>						\$	<b>3,315.00</b>

**Interior Condition Report**

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

**Mechanical**  
**Heating**

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 type="checkbox"/>	\$
Repair ductwork	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Replace thermostat	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Repair/replace grilles	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
Tune furnace	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$ <b>350.00</b>

**Electrical**

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 type="checkbox"/>	\$
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$

**Plumbing**

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 type="checkbox"/>	\$
Repair/replace water heater	n/a	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	\$ <b>75.00</b>
Other	n/a	<input type="checkbox"/>	Yes	<input type="checkbox"/>	\$
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  \$

**Walls/Ceilings**

Repair or repl. @ defective n/a  Yes  \$ **500.00**

**Paint**

Repair or repl. @ defective n/a  Yes  \$ **250.00**

**Fire Safety**

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

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

Install smoke/CO alarm: 2nd flr. n/a  Yes  **See essential repairs** \$

**Handrails**

Repair/replace defective n/a  Yes  \$ **250.00**

**Stairs**

Repair defective n/a  Yes  \$

**Floors**

Repair defective n/a  Yes  \$ **300.00**

**Other**

n/a  Yes  \$

n/a  Yes  \$

n/a  Yes  \$

n/a  Yes  \$

**Interior: Estimated Cost: \$ 1,725.00**

**Total Exterior and Interior Cost:\*\$ 10,340.00**

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

**Inspected by: Jeff Sporer**

**Date: 2/19/2018**

**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 7630 W. Mill Road.