

# SCOPE OF WORK FORM

## MINNESOTA HISTORICAL SOCIETY GRANTS OFFICE

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The Scope of Work form is used to determine whether the proposed work meets the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, a requirement of the grants program. The *Standards* are a set of established common sense guidelines that consider the historic nature and character-defining features of buildings/structures when recommending treatments for their preservation. The *Standards* state that deteriorated historic features shall be repaired whenever possible. Where the severity of deterioration requires replacement, the new feature should match the old in design, composition, color, and texture, whenever possible.

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### INSTRUCTIONS FOR COMPLETING THE GRANTS OFFICE *SCOPE OF WORK FORM*:

**DETAILED DESCRIPTION OF PRESERVATION WORK.** A separate row should be used to describe each work item. In the left block, identify the architectural feature requiring work and indicate whether the feature described is original to the building, was added at a later date, or is new construction. Give the approximate date of the feature. Describe its physical condition. Indicate the photograph or drawing numbers that show the feature described. **Please include historic photos, if available.** In the right block, explain in detail the preservation work to be undertaken on the feature. List drawings, marked photographs, or catalog specification page numbers that show the preservation work.

### REQUIRED SUPPORTING DOCUMENTATION FOR COMMON PROJECT TYPES:

#### MASONRY

Photographs of existing masonry and mortar.

*For Repointing:* Mortar specifications. Existing mortar must be tested. Replacement mortar must match the historic mortar in composition, texture, color, and joint profile.

*For Cleaning:* Technical specifications for product and method.

#### WINDOWS AND DOORS

Close-up/detail photographs and/or drawings of existing windows/doors and trim profile showing condition and configuration. Manufacturer specification sheet for replacement window/door showing head, jamb, and sill details and section.

Must include information on elevation, muntins (if applicable), type of material (e.g. wood, aluminum), screens/storms, finish (e.g. painted), and glass type (e.g. single-pane, low-e, thermo-pane).

#### HVAC REPLACEMENT AND FIRE SUPPRESSION SYSTEMS

Manufacturer specification sheet for new unit or system.

Plan of installation, including locations of equipment, piping, vents. Describe any elements that will be visible from inside or outside of the building and any building features that must be altered to accommodate the new unit or system.

#### ROOFS

Photographs and documentation of existing roofing.

Manufacturer's product description of replacement roofing (to include type of material, exposure).

#### RAMP INSTALLATION

Photograph of proposed location for ramp/lift.

Plan view and elevation drawing of ramp.

### EXAMPLES:

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NUMBER	Architectural feature <u>facade brick</u> Approximate date of feature: <u>ca. 1880</u>	Describe work and impact on existing feature:  <i>Selectively hand clean deteriorated joints. Test mortar and repoint to match color, texture, strength, composition, and joint width of the historic (see spec. p. 33-35); chemically clean graffiti from 1st floor piers (see spec. p. 30-31).</i>
Describe existing feature and its condition: <i>Hard pressed red brick with butter joints in good condition. Mortar mostly sound, but deteriorated and missing around downspout at east end of facade. Some graffiti at first floor.</i>	Photo no. <u>3, 6</u> Drawing No. _____	
NUMBER	Architectural feature <u>main staircase</u> Approx. date of feature: <u>ca. 1880/unknown</u>	Describe work and impact on existing feature:  <i>Replace missing balusters with matching pieces. Sand painted banisters and balusters and varnish. Replace treads as needed. Sand and paint stairs. Retain later stair as is.</i>
Describe existing feature and its condition: <i>Original stair exists between 1st and 3rd floors. Some balusters missing and treads worn. Later stair from 3rd to 8th floors.</i>	Photo no. <u>9, 10</u> Drawing No. <u>A-12</u>	

## SCOPE OF WORK FORM (continued page 2)

Hofmann Apiaries - Honey House

4661 420th Avenue, Janesville, Minnesota

**Property Name**

**Property Address**

**DETAILED DESCRIPTION OF WORK: Complete blocks below. See instructions on page 1.**

**Date:** 3/5/2018

No. 1	Architectural feature <u>Asphalt Shingle Roof</u> Approximate date of feature <u>1960s (not original)</u>	Describe work and impact on existing feature: Remove entire existing roof down to sheathing and replace with new asphalt shingle roof over building paper, per Spec. 07 31 13. Roof perimeter: Remove & replace all metal roof drip edge w/ new, galvanized metal drip edge @ eaves & rake, per Spec. 07 62 00.
Describe existing feature and its condition: Honey House - Roof is in poor condition: - Extensive curling & deterioration of shingles; - Shingles have fallen out in some locations.		
Photo no. <u>2, 4, 6, 8, 13, 15</u> Drawing no <u>1/A21; 2/A22; 3/A23; 4/A24</u>		
No. 2	Architectural feature <u>Brick Chimneys</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Inspect condition of mortar joints. Clean and selectively rake out deteriorated joints. Replace portions of step flashing that are corroded or show signs of rust with new, galvanized metal flashing. Test mortar and repoint to match existing, per Spec. 04 01 00.
Describe existing feature and its condition: Honey House - Red clay brick with standard mortar joints. Chimneys are in good to fair condition: - Some localized deterioration in the mortar.		
Photo no. <u>2, 4, 15</u> Drawing no _____		
No. 3	Architectural feature <u>Metal Gutters &amp; Downspouts</u> Approximate date of feature <u>1950s (not original)</u>	Describe work and impact on existing feature: Remove all remaining gutters & downspouts; provide new galvanized metal gutters & downspouts, per Spec. 07 62 00, matching existing profiles & sections.
Describe existing feature and its condition: Honey House, West, South & East Wings - Gutters & downspouts are in poor condition: - Need replacing; some downspouts are missing.		
Photo no. <u>2, 4, 6, 8, 13, 15, 43, 44, 51, 52</u> Drawing no <u>1/A21; 2/A22; 3/A23; 4/A24</u>		
No. 4	Architectural feature <u>Wood Fascia, Trim &amp; Rafter</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Remove bird/wasp nests, if present, and clean. Scrape and sand down all existing loose or peeling paint. Selectively repair or replace wood members that are split, checked, or rotted. Repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions. Paint all roof edge fascia, rafter tails, eave soffit & trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.
Describe existing feature and its condition: Honey House, all sides - Roof fascia, eave soffit, rafter tails & trim are in fair to poor condition: - Extensive loose & peeling paint; some exposed wood - Modest checking/splitting/rotting of wood - Some fascia & trim boards missing 1, 4-6,		
Photo no. <u>8-11, 13, 14, 17</u> Drawing no <u>1/A21; 2/A22; 3/A23; 4/A24</u>		

## SCOPE OF WORK FORM (continued-page 3)

Hofmann Apiaries - Honey House

4661 420th Avenue, Janesville, Minnesota

**Property Name**

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**Date:** 3/5/2018

No. 5	Architectural feature <u>Asbestos Siding</u> Approximate date of feature <u>1946 (not original)</u>	Describe work and impact on existing feature: Carefully remove/abate all asbestos siding to expose underlying wood siding. Take adequate precautions and follow recommended procedures for removing and disposing of the asbestos shingles. Evaluate underlying wood siding once asbestos siding is removed. [ See notes per Box Number 6, below ]
Describe existing feature and its condition: Honey House, South & East Wings - Asbestos siding is in fair condition: - Some surface wear and discoloring evident, especially on gable ends of South & East Wings - Original wood siding lies beneath		
Photo no. <u>2, 4-10</u> Drawing no <u>1/A21; 2/A22; 3/A23; 4/A24</u>		
No. 6	Architectural feature <u>Wood Siding &amp; Wall Trim</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Evaluate underlying wood siding once asbestos siding is removed [ See notes per Box Number 5, above ] Scrape and sand down all existing loose or peeling paint. Selectively repair or replace wood siding & trim lengths that are split, checked, or rotted. Repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions. Paint all wood siding & trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will
Describe existing feature and its condition: Honey House, South & East Wings - Condition of horizontal T&G siding is difficult to ascertain, as it is concealed by asbestos siding installed over it [ See notes per Box Number 5, above ]		hew closely to the paint analysis performed on 10/02/17.
Photo no. <u>2, 4-10</u> Drawing no <u>1/A21; 2/A22; 3/A23; 4/A24</u>		
No. 7	Architectural feature <u>Wood Siding &amp; Wall Trim</u> Approximate date of feature <u>- see below -</u>	Describe work and impact on existing feature: Scrape and sand down all existing loose or peeling paint. Selectively repair or replace wood siding & trim lengths that are split, checked, or rotted. Repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions. Paint all wood siding & trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will
Describe existing feature and its condition: Honey House, West Wing (1923, original) & North Basement entry (1925, original) - Horizontal lap/shiplap siding is in fair to poor condition: - Extensive loose & peeling paint; some exposed wood; modest checking/splitting/rotting of wood - Conditions slightly worse at lower +/-36" of walls 1, 3, 4, 10, 11,		hew closely to the paint analysis performed on 10/02/2017.
Photo no. <u>14, 15, 17, 18</u> Drawing no <u>1/A21; 2/A22; 4/A24</u>		
No. 8	Architectural feature <u>Exterior Wall Stucco</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Clean all stucco with a combination of low-pressure water jet and brushing with a natural-bristle (not wire) brush. Hairline cracks may remain. Patch/repair wide cracks: cut & remove stucco along cracks in a 'V'-groove; remove any loose/compromised stucco adjacent to cracks; clean cut edges and masonry substrate (if exposed) with a bristle brush; fill cut with portland cement stucco in two coats; finish to match adjacent texture. Cover repair areas with plastic to prevent rapid curing.
Describe existing feature and its condition: Honey House, South & East Wings - South Wing: stucco on south side Basement wall, above grade, is in good shape; stucco on east & west side Basement walls, above grade, is in fair shape: a few, vertical hairline cracks are visible. East Wing: stucco walls are in fair shape: three prominent vertical cracks are evident on east side; one each on west & north sides. 2, 5, 8-10,		
Photo no. <u>13, 14, 16</u> Drawing no <u>1/A21; 2/A22; 3/A23; 4/A24</u>		

## SCOPE OF WORK FORM (continued-page 4)

Hofmann Apiaries - Honey House

4661 420th Avenue, Janesville, Minnesota

**Property Name**

**Property Address**

**Date:** 3/5/2018

<p>No. 9</p>	<p>Architectural feature <u>Stone Foundation Wall</u> Approximate date of feature <u>circa 1901 (original)</u></p> <p>Describe existing feature and its condition: Honey House, perimeter of West Wing, north, west &amp; south sides- Stone foundation wall is in fair condition: - Modest deterioration of joint mortar apparent in exposed portions of wall</p> <p>Photo no. <u>4, 10, 15, 18</u>      Drawing no <u>1/A21; 2/A22; 4/A24</u></p>	<p>Describe work and impact on existing feature: Excavate trench around north, west &amp; south sides of West Wing down to the base of the foundation wall. Inspect condition of mortar joints. Clean and selectively rake out deteriorated joints. Test mortar and repoint to match existing, per Spec. 04 01 00. Reset any loose stones in fresh mortar. Place new drainage trench against base of wall at north, west &amp; south sides per Detail 11/A23. Backfill soil and compact in trench to restore original grade.</p>
<p>No. 10a</p>	<p>Architectural feature <u>Wood Window - Types 'A', 'B', 'I', 'J', 'K' &amp; 'N'</u> Approximate date of feature <u>1923 (original)</u></p> <p>Describe existing feature and its condition: Honey House, West Wing, west, south &amp; north sides (WW.101, WW.103-105, WW.108-109, WW.21, WW.23, WW.24 &amp; WW.107); South Wing, west, south &amp; north sides (SW.B2-5); &amp; North Wing, north side (NW.B1-B2) - [ continued in Box Number 10b, below ]</p> <p>32, 33, 40, Photo no. <u>41, 42, 45</u>      Drawing no <u>1/A21; 2/A22; 4/A24; A/A61; B/A61; I/A62; J/A62; K/A62; N/A63</u></p>	<p>and impact on existing feature: Carefully remove &amp; salvage storm window @ Type 'I' Sashes: carefully remove; transport to workshop; scrape and sand down all existing loose or peeling paint. Selectively repair or replace members; repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles &amp; dimensions; manually remove deteriorated/cracked/brittle putty; fill all gaps with glazing putty to restore seal. [ continued in Box Number 10b, below ]</p>
<p>No. 10b</p>	<p>Architectural feature <u>Wood Window - Types 'A', 'B', 'I', 'J', 'K' &amp; 'N'</u> Approximate date of feature <u>1923 (original)</u></p> <p>Describe existing feature and its condition: [ continued from Box Number 10a, above ] Windows are in fair to poor condition: extensive loose &amp; peeling paint at sashes, frame &amp; trim; some exposed wood, mainly at bottom third-to-half; minor-to-modest checking/splitting/rotting of wood, mainly at sashes, sill &amp; bottom of side trim; modest deterioration of glazing putty.</p> <p>Photo no. _____      Drawing no _____</p>	<p>and impact on existing feature: [ continued from Box Number 10a, above ] Frame, sill and exterior trim: scrape and sand down all existing loose or peeling paint. Cut out rotted or spongy spots down to sound, unaffected material; consolidate/repair or replace members as described for sashes (see Box 10a, above); caulk joint between exterior trim and sill. Paint sashes, storm windows, exterior frames, sills and trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.</p>
<p>No. 11</p>	<p>Architectural feature <u>Wood Window - Type 'C'</u> Approximate date of feature <u>1923 (original)</u></p> <p>Describe existing feature and its condition: Honey House, South Wing, west, south &amp; east sides (SW.12-18, SW.22) - Windows are in fair condition: wood sashes are missing; storm window protects opening; extensive loose &amp; peeling paint at frame &amp; trim; some exposed wood, mainly at trim; minor checking/splitting/rotting of wood, mainly at sill &amp; bottom of side trim.</p> <p>Photo no. <u>34</u>      Drawing no <u>1/A21; 2/A22; 3/A23; 1,2/A64; A66</u></p>	<p>Describe work and impact on existing feature: Carefully remove &amp; salvage storm window. Provide new, glazed wood sash(es) in the original 12-pane (6/6) design--see Drwg. A66. Frame, sill and exterior trim: scrape and sand down all existing loose or peeling paint. Cut out rotted or spongy spots down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles &amp; dimensions. Paint sashes, exterior frames, sills and trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color will hew closely to the paint analysis performed on 10/02/2017.</p>

## Scope of Work Form (continued-page 5)

Hofmann Apiaries - Honey House

4661 420th Avenue, Janesville, Minnesota

**Property Address**

**Property Address**

**Date:** 3/5/2018

No. 12	Architectural feature <u>Wood Window - Type 'D'</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Remove & discard existing sashes. Provide new, glazed wood sashes in the original 12-pane (6/6) design--see Drwgs. A67. Frame, sill and exterior trim: scrape and sand down all existing loose or peeling paint. Cut out rotted or spongy spots down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions. Paint sashes, exterior frames, sills and trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color will hew closely to the paint analysis performed on 10/02/2017.
Describe existing feature and its condition: Honey House, South Wing, south side (SW.21) & East Wing, east side (EW.22) - Windows are in poor condition: wood sashes are rotted beyond repair; extensive loose & peeling paint at frame & trim; wood mostly exposed at frame & trim; modest checking/splitting/rotting of wood, mainly at sill & bottom of frame & side trim.  Photo no. <u>35</u> Drawing no <u>2/A22; 3/A23; 3,4/A64; A67</u>		
No. 13	Architectural feature <u>Wood Window - Types 'E' &amp; 'F'</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Carefully remove & salvage insect screen @ Type 'F'. Frame, sill and exterior trim: scrape and sand down all existing loose or peeling paint. Cut out rotted or spongy spots down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions; caulk joint between exterior trim and sill. Paint sashes, exterior frames, sills and trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.
Describe existing feature and its condition: Honey House, East Wing, east & north sides (EW.13-16, NW.11-12) - Windows are in fair to poor condition: extensive loose & peeling paint at sashes, frame & trim; wood left mostly exposed; modest-to-extensive rotting at wood sashes; modest checking/splitting/rotting of wood, mainly at sill & bottom of side trim; modest-to-extensive deterioration of glazing putty.  Photo no. <u>36, 37</u> Drawing no <u>3/A23; 4/A24; E/A61; F/A61</u>		
No. 14a	Architectural feature <u>Wood Window - Type 'G'</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Carefully remove & salvage storm window. Existing upper sash: carefully remove; transport to workshop; scrape and sand down all existing loose or peeling paint. Selectively repair or replace members; repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions; manually remove deteriorated/cracked/brittle putty; fill all gaps with glazing putty to restore seal. [ continued in Box Number 14b, below ]
Describe existing feature and its condition: Honey House, North Wing, north side (NW.21 & NW.22) - Windows are in fair condition: bottom wood sash is missing; storm window protects opening; extensive loose & peeling paint at frame & trim; some exposed wood, mainly at sill & trim; minor checking/splitting/rotting of wood, mainly at sill & bottom of side trim; minor deterioration of glazing putty at upper sash.  Photo no. <u>38</u> Drawing no <u>4/A24; 5,6/A65; A68</u>		
No. 14b	Architectural feature <u>Wood Window - Type 'G'</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: [ continued from Box Number 14a, above ] Provide new, glazed wood lower sash--see Drwg. A68. Frame, sill and exterior trim: scrape and sand down all existing loose or peeling paint. Cut out rotted or spongy spots down to sound, unaffected material; consolidate/repair or replace members as described for sashes (see Box 10a, above); caulk joint between exterior trim and sill. Paint sashes, storm windows, exterior frames, sills and trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.
Describe existing feature and its condition: [ see Box Number 14a, above ]   Photo no. _____ Drawing no _____		

## SCOPE OF WORK FORM (continued page 6)

Hofmann Apiaries - Honey House

4661 420th Avenue, Janesville, Minnesota

**Property Name**

**Property Address**

**DETAILED DESCRIPTION OF WORK:** *Complete blocks below. See instructions on page 1.*

**Date:** 3/5/2018

<div style="border: 1px solid black; padding: 2px;">                 No. 15             </div>	Architectural feature <u>Wood Window - Type 'H'</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Carefully remove & salvage storm window. Provide new, glazed wood sash(es) in the original 12-pane (6/6) design--see Drwg. A69. Frame, sill and exterior trim: scrape and sand down all existing loose or peeling paint. Cut out rotted or spongy spots down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions. Paint sashes, exterior frames and sills with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color will hew closely to the paint analysis performed on 10/02/2017.
Describe existing feature and its condition: Honey House, South Wing, west side (SW.B1) - Window is in poor condition: wood sashes are missing; extensive loose & peeling paint at frame; wood mostly exposed at frame; modest checking/splitting/rotting of wood, mainly at sill & bottom of frame.		
Photo no. <u>39</u> Drawing no <u>1/A21; 7,8/A65; A69</u>		
<div style="border: 1px solid black; padding: 2px;">                 No. 16a             </div>	Architectural feature <u>Wood Window - Types 'L' &amp; 'M'</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Interior & exterior sashes: carefully remove; transport to workshop; scrape and sand down all existing loose or peeling paint. Selectively repair or replace members; repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions; manually remove deteriorated/cracked/brittle putty; fill all gaps with glazing putty to restore seal. [ continued in Box Number 16b, below ]
Describe existing feature and its condition: Honey House, West Wing, south side (WW.112-113) - Windows are in fair condition: extensive loose & peeling paint at window & trim; some exposed wood, mainly at bottom third; minor checking/splitting/rotting of wood, mainly at sashes, sill & bottom of side trim; modest deterioration of glazing putty. Interior (double) sash (a later addition) is in good condition.		
Photo no. <u>43, 44</u> Drawing no <u>2/A22; L/A62; M/A63</u>		
<div style="border: 1px solid black; padding: 2px;">                 No. 16b             </div>	Architectural feature <u>Wood Window - Types 'L' &amp; 'M'</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: [ continued from Box Number 16a, above ] Frame, sill and exterior trim: scrape and sand down all existing loose or peeling paint. Cut out rotted or spongy spots down to sound, unaffected material; consolidate/repair or replace members as described for sashes (see Box 16a, above); caulk joint between exterior trim and sill. Paint sashes, storm windows, exterior frames, sills and trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.
Describe existing feature and its condition: [ see Box Number 16a, above ]		
Photo no. _____      Drawing no _____		
<div style="border: 1px solid black; padding: 2px;">                 No. 17a             </div>	Architectural feature <u>Wood Door - Types 'AA', 'BB', 'CC', 'DD', 'EE' &amp; 'FF'</u> Approximate date of feature <u>1923 (original)</u>	Describe work and impact on existing feature: Carefully remove door(s); transport to workshop. Door(s) & trim: Scrape and sand down all existing loose or peeling paint. Door(s): selectively repair/replace components that are split/checked/rotted; repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions. [ continued in Box Number 17b, below ]
Describe existing feature and its condition: Honey House, West Wing, north, west & south sides (WW.102, WW.22, WW.106 & WW.110-111); North Wing, north side (NW.B3); South wing, west side (SW.11); & East Wing, south side (EW.11-12) - [ continued in Box Number 17b, below ]		
Photo no. <u>48-52</u> Drawing no <u>1/A21; 2/A22; 4/A24; AA/A70; BB/A70; CC/A70; DD/A70; EE/A71; FF/A71</u>		

## SCOPE OF WORK FORM (continued-page 7)

Hofmann Apiaries - Honey House

4661 420th Avenue, Janesville, Minnesota

**Property Name**

**Property Address**

**Date:** 3/5/2018

<div style="border: 1px solid black; padding: 2px;">No. 17b</div>	<p>Architectural feature <u>Wood Door - Types 'AA', 'BB', 'CC', 'DD', 'EE' &amp; 'FF'</u> impact on existing feature: Approximate date of feature <u>1923 (original)</u></p> <p>Describe existing feature and its condition: [ continued from Box Number 17a, above ] Door(s) is/are in fair to poor condition: modest-to-extensive loose &amp; peeling paint at door &amp; trim; modest-to-substantial exposed wood; modest checking/splitting/rotting of wood, primarily at bottom half of door and side trim; (Types 'AA','CC','DD' &amp; 'EE') modest-to-extensive deterioration of glazing putty.</p> <p>Photo no. _____ Drawing no _____</p>	<p>[ continued from Box Number 17a, above ] Door lite (Types 'AA','CC','DD' &amp; 'EE'): manually remove deteriorated/cracked/brittle putty; fill all gaps with glazing putty to restore seal. Exterior trim: scrape and sand down all existing loose or peeling paint; consolidate/repair or replace members as described for door (s) (see Box Number 17a, above). Paint doors &amp; exterior trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.</p>
<div style="border: 1px solid black; padding: 2px;">No. 18</div>	<p>Architectural feature _____ Approximate date of feature _____</p> <p>Describe existing feature and its condition: [ NOT USED ]</p> <p>Photo no. _____ Drawing no _____</p>	<p>Describe work and impact on existing feature:</p>
<div style="border: 1px solid black; padding: 2px;">No. 19</div>	<p>Architectural feature _____ Approximate date of feature _____</p> <p>Describe existing feature and its condition: [ NOT USED ]</p> <p>Photo no. _____ Drawing no _____</p>	<p>Describe work and impact on existing feature:</p>
<div style="border: 1px solid black; padding: 2px;">No. 20</div>	<p>Architectural feature _____ Approximate date of feature _____</p> <p>Describe existing feature and its condition: [ NOT USED ]</p> <p>Photo no. _____ Drawing no _____</p>	<p>Describe work and impact on existing feature:</p>

## SCOPE OF WORK FORM (continued page 8)

Hofmann Apiaries - Wax Shed

4661 420th Avenue, Janesville, Minnesota

**Property Name**

**Property Address**

**DETAILED DESCRIPTION OF WORK:** *Complete blocks below. See instructions on page 1.*

**Date:** 3/5/2018

<p>No. 21</p>	<p>Architectural feature <u>Asphalt Shingle Roof</u> Approximate date of feature <u>1960s (not original)</u></p> <p>Describe existing feature and its condition: Wax Shed - Roof is in poor condition: - Extensive curling &amp; deterioration of shingles; - Shingles have fallen out in some locations.</p> <p>Photo no. <u>26, 27, 31a &amp; b</u>      Drawing no <u>4, 5/A41; 6, 7/A42</u></p>	<p>Describe work and impact on existing feature: Remove entire existing roof down to sheathing and replace with new asphalt shingle roof over building paper, per Spec. 07 31 13. Roof perimeter: Remove &amp; replace all metal roof drip edge w/ new, galvanized metal drip edge @ eaves &amp; rake, per Spec. 07 62 00.</p>
<p>No. 22</p>	<p>Architectural feature <u>Brick Chimney</u> Approximate date of feature <u>circa 1925 (original)</u></p> <p>Describe existing feature and its condition: Wax Shed - Red clay brick with standard mortar joints. Chimney is in good to fair condition: - Some localized deterioration in the mortar.</p> <p>Photo no. <u>25, 27</u>      Drawing no <u>4, 5/A41; 7/A42</u></p>	<p>Describe work and impact on existing feature: Inspect condition of mortar joints. Clean and selectively rake out deteriorated joints. Replace portions of step flashing that are corroded or show signs of rust with new, galvanized metal flashing. Test mortar and repoint to match existing, per Spec. 04 01 00.</p>
<p>No. 23</p>	<p>Architectural feature <u>Wood Fascia, Trim &amp; Rafter Tails</u> Approximate date of feature <u>circa 1925 (original)</u></p> <p>Describe existing feature and its condition: Wax Shed, all sides - Roof fascia, eave soffit, rafter tails &amp; trim are in poor condition: - Extensive rotting of wood; fascia &amp; trim have largely disintegrated - Extensive loose &amp; peeling paint on remaining portions; leaving wood substantially exposed</p> <p>Photo no. <u>25-31b</u>      Drawing no <u>4, 5/A41; 6, 7/A42</u></p>	<p>Describe work and impact on existing feature: Remove bird/wasp nests, if present, and clean. Scrape and sand down all existing loose or peeling paint. Selectively repair or replace wood members that are split, checked, or rotted. Repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles &amp; dimensions. Paint all roof edge fascia, rafter tails, eave soffit &amp; trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.</p>
<p>No. 24</p>	<p>Architectural feature <u>Wood Siding</u> Approximate date of feature <u>circa 1925 (original)</u></p> <p>Describe existing feature and its condition: Wax Shed, all sides - Horizontal shiplap lap siding is in fair to poor condition: - Extensive loose &amp; peeling paint; significant exposed wood; modest checking/splitting/rotting of wood - Conditions worsen at lower +/-36" of walls</p> <p>Photo no. <u>25-31b</u>      Drawing no <u>4, 5/A41; 6, 7/A42</u></p>	<p>Describe work and impact on existing feature: Scrape and sand down all existing loose or peeling paint. Selectively repair or replace wood siding lengths that are split, checked, or rotted. Repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles &amp; dimensions. Paint all wood siding with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.</p>



## SCOPE OF WORK FORM (continued-page 9)

Hofmann Apiaries - Wax Shed

4661 420th Avenue, Janesville, Minnesota

**Property Name**

**Property Address**

**Date:** 3/5/2018

<div style="border: 1px solid black; padding: 2px;">No. 25a</div>	Architectural feature <u>Wood Window - Type 'O'</u> Approximate date of feature <u>circa 1925 (original)</u>	Describe work and impact on existing feature: Carefully remove insect screen & wood tacking strips. Sashes: carefully remove; transport to workshop; scrape and sand down all existing loose or peeling paint. Selectively repair or replace members; repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions; manually remove deteriorated/cracked/brittle putty; fill all gaps with glazing putty to restore seal. [ continued in Box Number 25b, below ]
Describe existing feature and its condition: Wax Shed, all sides (WS.S1, WS.S4-5, WS.E1-2, , WS.N1, WS.W1-2): Windows are in fair to poor condition: extensive loose & peeling paint at sashes, frame & trim; some exposed wood, mainly at bottom third-to-half; minor-to-modest checking/splitting/rotting of wood, mainly at sashes, sill & bottom of side trim; moderate deterioration of glazing putty.		
Photo no. <u>46</u> Drawing no <u>4, 5/A41; 6, 7/A42; O/A63</u>		
<div style="border: 1px solid black; padding: 2px;">No. 25b</div>	Architectural feature <u>Wood Window - Type 'O'</u> Approximate date of feature <u>circa 1925 (original)</u>	Describe work and impact on existing feature: [ continued from Box Number 25a, above ] Frame, sill and exterior trim: scrape and sand down all existing loose or peeling paint. Cut out rotted or spongy spots down to sound, unaffected material; consolidate/repair or replace members as described for sashes (see Box 25a, above); caulk joint between exterior trim and sill. Paint sashes, storm windows, exterior frames, sills and trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.
Describe existing feature and its condition: [ see Box Number 25a, above ]		
Photo no. _____ Drawing no _____		
<div style="border: 1px solid black; padding: 2px;">No. 26a</div>	Architectural feature <u>Wood Door - Types 'BB', 'GG' &amp; 'HH'</u> Approximate date of feature <u>circa 1925 (original)</u>	Describe work and impact on existing feature: Carefully remove door(s); transport to workshop. Door(s) & trim: Scrape and sand down all existing loose or peeling paint. Door(s): selectively repair/replace components that are split/checked/rotted; repair by removing decayed or soft wood down to sound, unaffected material; pretreat bare wood with epoxy bonding agent; patch with epoxy repair compound (per Spec. 06 10 90), matching original profiles & dimensions. [ continued in Box Number 26b, below ]
Describe existing feature and its condition: Wax Shed, south side (WS.S2-3) & east side (WS.E3) - Door(s) is/are in fair to poor condition: - Extensive loose & peeling paint at door & trim; wood substantially exposed; - Modest checking/splitting/rotting of wood, primarily at bottom half of door and side trim		
Photo no. <u>40, 53-54</u> Drawing no <u>4, 5/A41; BB/A70; GG/A71; HH/A71</u>		
<div style="border: 1px solid black; padding: 2px;">No. 26b</div>	Architectural feature <u>Wood Door - Types 'BB', 'GG' &amp; 'HH'</u> Approximate date of feature <u>circa 1925 (original)</u>	Describe work and impact on existing feature: [ continued from Box Number 26a, above ] Exterior trim: scrape and sand down all existing loose or peeling paint; consolidate/repair or replace members as described for door (s) (see Box Number 26a, above). Paint doors & exterior trim with latex primer + 2 coats acrylic latex paint (per Spec. 09 91 00). NOTE: paint color scheme will hew closely to the paint analysis performed on 10/02/2017.
Describe existing feature and its condition: [ see Box Number 26a, above ]		
Photo no. _____ Drawing no _____		