

Date:

General Window Specification Guide*

Project Name:

Project Location:

Scope of Work:

Check all below that are applicable:

Y/N	Work Required:	Notes:
	Remove / replace existing window(s), including all applicable interior and exterior trim and finish work. New windows shall be: Single Hung – Qty: _____ / Double Hung – Qty: _____ / Casement – Qty: _____ / Slider – Qty: _____ / Awning – Qty: _____ / Fixed – Qty: _____ / Cladding: _____ Grills: _____ Shutters: _____	Select options
	Furnish and install (_____) window(s).	Select option
	Remove and replace existing flashing and caulking.	
	Remove and repair/replace all rotted sheathing, trim boards, studding, sills, drywall, etc. at windows.	Include as Time and Materials on bid.
	Furnish and install new screens (_____) made of (_____) for each window installed.	Select option
	Furnish and install new (_____) flashing above window(s).	
	Furnish and install new (_____) insulation around window frame and caulk interior and exterior to provide a weather tight installation.	
	Remove and replace exterior trim, (specify wood species _____, size _____, and style _____) with the following finish (_____) (coats req'd _____).	
	Remove and replace interior returns (_____), sills (_____), and moldings (style _____), and finish with ____ coats of (_____).	
	Furnish and install ice and water shield along nailing fins of new construction window(s) per mfr. recommendations or caulking for replacement window(s) per mfr. recommendations.	
	Furnish and install _____ “Test” window(s) for acceptance prior to installing the remainder of the windows.	
	Provide a warranty on workmanship. Complete RD Form 1924-19.	
	Other Specifications / Requirements:	

Date:

The property is financed by the USDA, Rural Development and proposals and work are subject to their contract forms, review and inspection. We reserve the right to reject any and all proposals.

All Payments shall be made per RD1924 - 6 construction contract procedures. Payments for reserve account projects will be made upon completion of the work and funds have been authorized by Rural Development.

A. General Requirements

1. Warranty: provide a (_____) transferable manufacturer warranty on glazing and a (_____) transferable manufacturer warranty on components other than glass, and a 1 year warranty covering the installation.
2. Protect all of existing structure, shrubs, and tenant owned personal property during removal, taking caution to keep all entrances free of hazards. Protect from weather at all times.
3. All construction shall be done in accordance with the applicable building codes. All finish work shall be installed with care, ensuring smooth surfaces with no gaps. All caulked areas shall have excess caulk removed.
4. Provide Owner/Maintenance personnel with basic training on door/hardware maintenance and operations along with all O&M manuals, warranty information, and manufacturer literature.
5. Contractor shall ensure that all windows are installed plumb and shall operate smoothly.
6. For Bedrooms with only one means of egress: at least one window in each bedroom shall meet NFPA Life Safety Code requirements for Egress. (Except as otherwise noted, when the window is in the normal open position it shall meet the following: 5.7 square feet of net free area, width shall be 20" min., height shall be 24" min, interior sill shall be within 44" of floor, Exterior sill shall be within 20' of grade).
7. Recommendations (at a minimum): double glazing, gas filled, warm edge spacers, Low E glass, Energy Star approved, and maintain common architectural style and appearance.
 - a. Energy Star Requirements:
 - 1) Must have a U-factor of 0.30 (the lower the U-factor the more energy efficient the window) or less and any SHGC rating.
8. All materials removed/replaced shall be the responsibility of the contractor to properly dispose of. Contractor shall clean areas inside the units affected by the construction and all exterior work and landscaping shall be restored to its pre - construction status. Interior and exterior surfaces of the window(s) shall be cleaned prior to final payment being released.

B. United Federal Accessibility Standards (UFAS)

1. *Note: the items listed here are for reference only and do not encompass all of the required standards; the Contractor is responsible to ensure the work fully complies with UFAS.*
2. Operable parts shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate operable parts shall be 5 lbs. maximum.

Owner's Rep:

Date:

Contractor' Rep

Date:

Rural Development

Date:

* This guide is meant only to assist in providing minimum standards for acquiring prices for reserve request contracts, it is not meant to be all inclusive and RD shall accept no responsibility for any errors or omissions in the work.