Part E: Requested Scope of Work

Instructions: Complete section 1 by using the city approved design standards Appendix C as reference.

Section 1: Complete each section by marking the requested work as repair, replace, or new installation. Mark type of material(s) for each section, color, and amount where applicable. Details can be provided in the spaces below each section or on additional sheets of paper. If available, please provide any architectural designs of the space/building.

*Disclaimer: Applicants in historical areas should default to city design standards guidelines. Applicants in areas with established design standards should default to those standards.

*Note: Initial quotes are not required. Projects will be bid on by pre-approved contractors.

	Storefronts		
Request Type	Material Request	Color(s) Request	Count
☐ Repair	☐ Brick ☐ Stone ☐ Others ☐ N/A ☐ Cement Boards ☐ Wood	1)	
☐ Replace	If others are marked, list out material(s).	2)	
☐ New Install	1. 2.	3)	
Please provio	le details regarding your request below:		
	Awnings/Overhangs		
Request Type	Awnings/Overhangs Material Request	Color(s) Request	Count
Request Type		Color(s) Request	Count
	Material Request ☐ Wood ☐ Fiberglass ☐ Others ☐ N/A ☐ Acrylic ☐ Metal If others are marked, list out material(s).		Count
□ Repair	Material Request ☐ Wood ☐ Fiberglass ☐ Others ☐ N/A ☐ Acrylic ☐ Metal	1)	Count
☐ Repair ☐ Replace ☐ New Install	Material Request □ Wood □ Fiberglass □ Others □ N/A □ Acrylic □ Metal If others are marked, list out material(s). 1	1)	Count

Signage						
Request Type	Material Request				Color(s) Request	Count
□ Repair	☐ Wood ☐ Acrylic	☐ Fiberglass ☐ Metal	☐ Others	□ N/A	1)	
☐ Replace		e marked, list out			2)	
☐ New Install					3)	
Please provid	e details rega	rding your reque	st below:			
			Lighting			
Request Type		Materia	l Request		Color(s) Request	Count
□ Repair	☐ Plastic☐ Copper		☐ Stainless Steel☐ Others	□ N/A	1)	
☐ Replace		e marked, list out			2)	
☐ New Install					3)	
Please provid	e details rega	rding your reque	st below:			
•	3					

Request Type Steel			E	ntryways/ADA			
Replace If others are marked, list out material(s). 1,	Request Type	Material Request				Color(s) Request	Count
New Install 1 3)	☐ Repair			_	•	1)	
New Install 1 2 3) Please provide details regarding your request below:	☐ Replace	If others are	marked, list out	material(s).		2)	
Building Caps/Cornices Request Type Material Request Color(s) Request Count Repair Fiberglass Wood Others N/A Stone Plaster If others are marked, list out material(s). 2) New Install 2. 3)	☐ New Install						
Request Type Material Request Stone Plaster If others are marked, list out material(s). New Install New Install Color(s) Request Count N/A 1) 2) 3) 3)	Please provi	de details regard	ling your reques	t below:			
Request Type Material Request Stone Plaster If others are marked, list out material(s). New Install New Install Color(s) Request Count N/A 1) 2) 3) 3)							
Request Type Material Request Solor(s) Request Count Signature Fiberglass Wood Others N/A Stone Plaster If others are marked, list out material(s). 1. New Install 2. 3)							
Request Type Material Request Solor(s) Request Count Signature Fiberglass Wood Others N/A Stone Plaster If others are marked, list out material(s). 1. New Install 2. 3)							
☐ Fiberglass ☐ Wood ☐ Others ☐ N/A ☐ I)			Build	ling Caps/Corn	ices		
□ Repair □ Stone □ Plaster □ Replace If others are marked, list out material(s). 2) □ New Install 2 3)	Request Type		Materia	l Request		Color(s) Request	Count
Replace If others are marked, list out material(s). 2)	☐ Repair				□ N/A	1)	
□ New Install 1	·					2)	
Z		1					
Please provide details regarding your request below:	☐ New Install	2				3)	
	Please provid	de details regard	ling vour reques	st below:			
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		wina	ows (Frame)			
Request Type	Material Request				Color(s) Request	Count
	☐ Vinyl	☐ Wood	☐ Fiberglass	□ N/A	1)	
☐ Repair	☐ Aluminum	☐ Clad	☐ Others		1)	
☐ Replace	If others are ma	arked, list out ma	terial(s).		2)	
	1					
☐ New Install	2				3)	
	.1	Window	s (Pane - Glass	s)	l	
Request Type		Material Re	quest		Color(s) Request	Count
	☐ Laminated	☐ Tempered	☐ Others	□ N/A		
☐ Repair	☐ Insulated	☐ Float				
☐ Replace	If others are ma	arked, list out ma	terial(s).		N/A	
	1					
☐ New Install	2					
					<u></u>	
	de details regardin					
			Security		Color(s)	
Request Type		Material (<u> </u>		Color(s) Request	Count
Request Type	☐ Cameras		Request	Others □ N	Request	Count
	☐ Cameras	Material	Request (Others \square N	Request	Count
□ Repair	☐ Cameras	Material	Request etectors ntrol	Others \square N	Request	Count
□ Repair	☐ Cameras ☐ Security Shutt	Material ☐ Motion Deter ☐ Access Coarked, list out ma	Request etectors ontrol eterial(s).	Others \square N	Request	Count
□ Repair	☐ Cameras ☐ Security Shutt If others are ma	Material □ Motion Deter □ Access Coerked, list out ma	Request etectors ntrol iterial(s).	Others \square N	Request	Count
□ Repair □ Replace □ New Install	☐ Cameras ☐ Security Shutt If others are ma	Material □ Motion Deter □ Access Coerked, list out ma	Request etectors ontrol eterial(s).	Others 🗆 N	Request	Count
□ Repair □ Replace □ New Install	☐ Cameras ☐ Security Shutt If others are ma 1 2	Material □ Motion Deter □ Access Coerked, list out ma	Request etectors ontrol eterial(s).	Others	Request	Count
□ Repair □ Replace □ New Install	☐ Cameras ☐ Security Shutt If others are ma 1 2	Material □ Motion Deter □ Access Coerked, list out ma	Request etectors ontrol eterial(s).	Others	Request	Count

For additional scopes of work to be requested, please complete the section(s) below with detailed information on the request(s).

Others - 1					
Request Type	Material Request	Color(s) Request	Count		
☐ Repair	List requested material(s) for scope of work.	1)			
□ Replace	1. 2.	2)			
☐ New Install	3	3)			
Please provid	e details regarding your request below:				
	Others - 2				
Request Type	Material Request	Color(s) Request	Count		
☐ Repair	List requested material(s) for scope of work. 1	1)			
☐ Replace	2	2)			
☐ New Install	3	3)			
Please provid	e details regarding your request below:				