

SUBCONTRACTOR REQUIREMENTS and SCOPES OF WORK

These Subcontractor Requirements are applicable to all construction work, labor and materials performed or supplied by subcontractors to G.C. Contracting, LLC (hereinafter referred to as “GCC”) and are incorporated by reference into all subcontracts with GCC in consideration of GCC entering into the subcontract with the subcontractor or supplier. The Subcontractor Requirements are as follows:

General:

- Subcontractor shall provide all their own labor, tools, fasteners, and equipment, including generators, scaffolding, or cranes when necessary.
- Subcontractor shall be responsible for supervising all their employees and sub-subcontractors.
- Subcontractor shall wear hard hats and follow all safety guidelines daily according to builder requirements.
- Subcontractor shall pick up all excess materials/hardware along with any debris/trash that should be placed in the dumpster and leave the job broom-swept at the end of each workday.
- Subcontractor is responsible for all reinspection fees which result from the Subcontractor’s work.
- Subcontractor shall receive payment only after their work has passed all required building inspections and approved by GCC’s onsite supervisor.
- Subcontractor will provide all the required insurance before stepping on a job site. If any insurance is expired, no payment will be made until the updated policy is provided.
- All services provided shall be in accordance with the supplied plans, specifications, local municipalities, and government agencies including FHA, VA and OSHA, State of Florida codes, ordinances and statutes, the specifications hereinafter set forth and any standard production changes incorporated in the model homes. Subcontractor is responsible for coordinating all needed inspections with the GCC’s onsite supervisor. Reinspection fees, if any, will be charged to the Subcontractor. Subcontractor is responsible for having all required licenses (i.e., state, city, county, etc.) prior to commencement of work, as well as the required workers’ compensation, general liability, and auto insurance.

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Concrete Footer, Slab or Flatwork Scope of Work:

If Performed by Subcontractor -

- Subcontractor shall install concrete for footings, interior floor slabs, garage floors, stoops, walks, steps, patios, driveway, interior bearing footings, column pads, etc., per plans
- Subcontractor is responsible for all trenching of footings, placement of steel reinforcing, and grade stakes.
- Subcontractor shall grade and mechanically compact areas prior to placing concrete.
- It is the Subcontractor's responsibility to cover and protect concrete from weather damage. Any damage from inclement weather after placement has started shall be Subcontractor's responsibility, unless directed in writing by GCC.
- All slabs shall be per the approved stamped set of plans with specified strength of concrete fiber reinforced.
- There shall be no deviation from plans or specs unless authorized in writing by GCC onsite supervisor.
- Maximum allowable deviation of foundation squareness shall be (+/-)1".
- Forms shall be tight to prevent leakage and properly braced to maintain position and shape.
- Floor slabs shall not vary more than (+/-)1/4" per ten (10) foot horizontal distance, except where required in garages, patios, or porches.
- Install Vapor Barrier per plan specifications under slabs with all joints and penetrations taped and sealed per code.
- Extend dowels a minimum of 25" above slab per plan.
- All exterior slabs shall have a broom finish. All interior slabs shall have a machined towel finish.
- All exterior doorsills shall be finished with a slope of 1/2" over the final 4" of slab.
- Pitch garage, patio and porch per plans or specifications.
- Exposed edge of porches shall have a tooled edge and brush finish. Any honeycomb areas that will not be covered with stucco shall be filled smooth.

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- Driveways shall be per plan expansion materials (supplied) or to be saw cut a minimum of 1/3 of overall depth such that no section of said drive shall be neither wider than ten (10) feet nor longer than ten (10) feet. All driveways shall be placed per plan.
- Depress driveway a minimum of ¾" at garage door as per plans.
- Sidewalks, lead walks, and driveway approaches will have control joints where they abut the driveway.
- Cut curbs when necessary.
- All form material, nails, and stakes shall be removed from the placed concrete as soon as reasonably possible and then removed from the work area or deposited in the trash bin.
- All debris generated by the Subcontractor shall be placed in a designated trash bin. Upon completion of the work the Subcontractor will leave the job site with "Clean Earth."
- It shall be the responsibility of the Subcontractor to furnish a generator and all supplies needed to finish designated tasks in a timely manner.
- Clean up and all trash must be placed in the trash bin daily.

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Block/Concrete/Masonry Scope of Work:

If Performed by Subcontractor -

- All CMU Block, pre-cast, and reinforcing steel utilized shall be manufactured by an approved supplier and provided by the contractor.
- Subcontractor shall furnish and install all scaffolding needed to complete job. All scaffolding is to be installed per OSHA safety codes.
- Subcontractor is responsible to ensure that all exterior walls are per plan with correct window and door size and location as well as wall height. The top of the wall shall be level throughout the structure to ensure a proper setting of the trusses. No more than ½" variance from High to Low height.
- Subcontractor shall install all lintels, masonry, or steel per plans and per applicable codes. If plans are vague in showing location, it is the Subcontractor's responsibility to obtain the correct measurements from the GCC's onsite supervisor.
- All masonry walls, veneers, parging, planters and columns shall be laid true and plumb to a plane surface. All masonry surfaces shall be thoroughly cleaned of all excess mortar and mortar stains.
- Mortar joints will be no larger than allowed for in applicable codes.
- Mortar shall be mechanically mixed in a batch mixture for not less than three (3) minutes using only proper manufacturer's specs of type of mortar used. Discard and do not use any mortar that is unused after one (1) hour following initial mixing.
- Use masonry saws to cut and fit masonry units. No "chipping" to length allowed.
- Pre-cast or steel lintels will be braced as required by lintel manufacturer. Precast sills and headers are to be set plumb and level and free of chips and cracks.
- Install all bracing as may be necessary per Code, OSHA, or by the GCC's onsite supervisor prior to lintel pour.
- Subcontractor will ensure all block joints inside of garage are "struck," pointed, scraped, and rubbed smooth, ready to be painted.
- Subcontractor shall scrape all excess mortar off walls, floors, and exterior walls at ground level. The job site, both interior and exterior, will be cleaned of excess sand, mortar, block, and other debris resulting from this scope of work. Concrete floors are to be left broom clean. The exterior shall have all excess mortar and debris raked up and placed in the trash bin. Subcontractor will leave the job site with "Clean Earth."
- Subcontractor will fill all honeycomb and patch any beam pockets or other holes prior to stucco.

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- All dowel clean-outs will be left in a “debris free/dust free” condition prior to inspection.
- Subcontractor shall be responsible for providing protection of concrete slabs and patios (i.e. scaffold feet boards).
- Hose bibbs shall be cleaned of mortar and any other debris and braced by Subcontractor.
- Subcontractor will be responsible to correct all deficiencies in a timely fashion, prior to payment being approved.
- It will be the Subcontractor’s responsibility to bring to the GCC’s onsite supervisor’s attention any discrepancies in workmanship that could adversely affect their trade. Any adverse conditions not brought to the GCC’s onsite supervisor’s attention and work continues all cost to correct work will be the responsibility of that Subcontractor.
- All excess block material to be placed neatly outside of home and stacked in such a manner as to be easily picked up by block delivery equipment. Excess mortar is to be placed on a pallet and covered with visqueen.
- It shall be the responsibility of the Subcontractor to furnish a generator and all tools needed to finish designated tasks in a timely manner.
- Clean up and all trash must be placed in the trash bin daily.

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Carpentry/Frame Scope of Work:

If Performed by Subcontractor -

- Job site inspection is required prior to commencing this scope of work to ensure that it is rough graded and clean. Any conditions that adversely affect this scope of work should be reported to the GCC's onsite supervisor.
- All framing shall be installed in accordance with the plans approved by the building department, and no deviations may be made without the written approval of the builder.
- Any Subcontractor starting their phase of work is accepting work done prior. Subcontractor must report discrepancies or substandard work to GCC's onsite supervisor immediately. Any adverse conditions not brought to the GCC's onsite supervisor's attention and work continues, all costs to correct said work will be the responsibility of that Subcontractor.
- Subcontractor is responsible for verifying changes or options with GCC's onsite supervisor prior to the job start.
- GCC's onsite supervisor should be notified of any plumbing lines protruding out of walls.
- Subcontractor is expected to build walls (interior, exterior, load bearing); Install floor joists, roof trusses, posts, beams, headers; Sheet exterior walls, roof trusses, beams, posts; Install sub-fascia, truss engineering, blocking, draft stop, and wall furring to plan.
- All engineering will be completed per truss drawings.
- The type and size of nails being used must meet stamped approved plans requirements.
- Subcontractor is responsible for securing all anchor bolts and plates at top of CMU walls.
- Subcontractor is responsible for all blocking, deadwood and draft stop required on stamped approved plans per Florida Building Code.
- All windows and door openings shall be installed in accordance with the plans stamped by the building department and shall be verified by the GCC's onsite supervisor prior to payment to the Subcontractor.
- Garage door bucks shall be installed per approved plans and the Florida Building Code.
- Furnish crane or lift for this scope of work. Installation of trusses according to manufacturer's specifications on cranes and lifts.
- Install slide guards and roof safety equipment at roof sheathing phase of construction.

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- Floor trusses to be set per manufacturer's specifications and laid out to provide proper spacing and installation of plumbing pipes and mechanical ducts.
- Roof decking shall be applied per Florida Building Code and approved plan. Cut to fit on all sections the roof including valleys and hips. All sheathing shall be installed with plywood clips. When ends of sheathing butt together, 1/8" space shall be provided for expansion. All areas of conventional framing in the roof section or walls shall be included. Sheathing shall be swept clean prior to installation of felt paper.
- Frame and install stairs between floors. Stairs shall meet flooring height as chosen and conform to the Florida Building Code. All steps will be installed in a bead of approved construction adhesive provided by GCC.
- All interior walls will be plumbed within 1/4" in eight (8) foot maximum tolerance.
- Provide proper backing for handrails, cabinets, shower curtain rod, tubs, shower base, dense shield and bath fixtures as required. Also, install level support for marble tubs 3/4" higher than bottom of tub tip.
- All framing shall be completely ready for the work of the following trades at the completion of the framing work, including all necessary deadwood.
- Any reinspection fees incurred because of Subcontractor's deficiencies will be back charged to the Subcontractor.
- All service work shall be completed in the time specified by GCC's onsite supervisor.
- Home will be broom-swept daily and upon completion. All returnable material will be stacked neatly in the garage. The site will be policed daily for the duration of Subcontractor's work. Materials shall not be used for any other purpose than their intended use.
- Subcontractor shall pick up all excess fasteners, clips, brackets, hardware, and other incidental materials at the end of each workday.
- At the completion of the framing work, all excess framing materials shall be stacked neatly in the garage.
- Clean up and all trash must be placed in the trash bin daily.

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Safety

- Subcontractor shall be responsible for enforcing all OSHA or other safety regulations, including the required use of hardhats, fall protection, harnesses, tie-offs, and roof slide guards, among its employees and sub-subcontractors.
- Subcontractor shall provide its own scaffolding, ladders, and safety equipment, all of which shall be approved by OSHA.
- Impalement caps shall be installed on all exposed reinforcing steel in compliance with all OSHA and other safety regulations, and it shall be verified that all such caps are in place when the concrete slab is ready for inspection.
- All fines against GCC for violations of OSHA or other safety regulations shall be back charged against the responsible Subcontractor.
- Subcontractor will be responsible for having insurance coverage for all their personal & company vehicles used on the project. GCC will not be responsible for accidents involving privately owned vehicles.
- GCC has a right to impose its own fines for violations of OSHA or other safety regulations as a back-charge, including fines of up to two hundred fifty dollars (\$250.00) per violation against individual employees and sub-subcontractors of Subcontractor.

Warranties and Customer Service

- Subcontractor shall warrant to GCC that Subcontractor is solely responsible for any loss or damage arising from any defect in materials and/or workmanship furnished under the Subcontract for a period of two (2) years from the date of the home buyer's close of escrow. Upon written notification of any such defect from GCC, Subcontractor shall be responsible, at Subcontractor's expense, for any labor and / or materials necessary to correct such defects. Upon failure of Subcontractors to correct such defects within seventy-two (72) hours of notice, GCC may furnish or secure, at Subcontractor's expense, such labor and/or materials as necessary to correct the defects and to bring the work up to the required standard. All costs thus incurred by GCC shall become a debt, due and payable immediately to GCC by Subcontractor.
- Subcontractor shall take responsive action, immediately upon notification by GCC to correct defects of an emergency nature.
- Subcontractor shall provide a telephone number available twenty-four (24) hours a day, seven (7) days a week, for use by GCC should an emergency arise. Subcontractor shall respond by phone to any emergency call within one (1) hour and /or have a representative on the site within four (4) hours

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of any emergency. Should Subcontractor fail to respond within this time frame, Subcontractor shall be liable for any changes that might be incurred in response to the emergency.

- Subcontractor understands that service is of the utmost importance to GCC; therefore, Subcontractor shall complete all service work within seventy-two (72) hours after GCC's request. If Subcontractor fails to comply or respond accordingly, GCC may order such work to be performed by an outside source and Subcontractor shall be liable to GCC for all costs so incurred.
- Customer service is the contractual responsibility of Subcontractor, and Subcontractor shall manage all customer service in a timely and professional manner. Subcontractor shall honor, as scheduled, all appointments made with home buyers. GCC will charge Subcontractor one hundred fifty dollars (\$150.00) for each appointment missed due to Subcontractor's fault. GCC will charge Subcontractor fifty dollars (\$50.00) for each appointment if Subcontractor arrives late and is due to Subcontractor's fault.
- Subcontractor shall remain responsible for all work even if the warranty period has expired if the original work was not completed to industry standards.
- Subcontractor shall furnish all necessary supervision, labor, material, tools, and equipment to provide complete and operating systems for each dwelling unit per plans and specifications. This scope of work supersedes all bid, proposal, quote, or addendum restrictions submitted by Subcontractor. No alterations to this scope of work will be accepted.
- No work is to be performed by the Subcontractor before the required inspections have been passed by all applicable governing agencies (i.e., City, County, VA, etc.).
- A representative of the Subcontractor shall be present at all inspections. Any charges for reinspection shall be the Subcontractor's responsibility. The Subcontractor shall coordinate inspections with GCC's onsite supervisor.
- Subcontractor must supply updated Material Safety Data Sheets (MSDSs) to GCC prior to commencing work. Subcontractor is responsible for all materials they bring onto the project. Subcontractor is responsible for updating the MSDSs to GCC when changes occur or when new products or material are used on the jobsite.
- In the event Subcontractor is required to work overtime to complete the warranty work on schedule, it is agreed that GCC will not pay extra for overtime. In the event Subcontractor is asked to perform work for items not covered under warranty, GCC will pay the overtime rates if said work is asked to be completed after hours and agreed to by GCC's representative prior to work starting. It is agreed that Saturday is a normal working day.
- Subcontractor shall be responsible for meeting all applicable codes per the most recent Florida Building Code and/or local codes, as well as any other current codes governing this trade work. Any fees due to Subcontractor's failure to install the appropriate material or failure to meet these codes shall be charged to the Subcontractor.

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- Subcontractor shall not at any time drive or park any vehicles or equipment on driveways, walkways, or sidewalks. If such a violation is observed, Subcontractor shall be fined two hundred fifty dollars (\$250.00) per violation.
- Subcontractor's representative needs to possess identification that clearly tells the home buyer the person's name as well as Subcontractor's company name. Subcontractor's representative must present homeowner with a business card that provides the representative's name as well as the company's name prior to entering the home.
- Each representative of Subcontractor shall be in a company uniform (shirt displaying company logo and/or name) professionally dressed (i.e., no ripped pants) and be free of any offensive body odor.
- Subcontractor's representative shall use professional language and refrain from foul or offensive speech.
- Subcontractor's representative shall limit all discussion to work of their own specific trade. Subcontractor's representative shall not bad mouth or discuss other subcontractors, GCC, the builder or the developer with the homeowner.
- Subcontractor's representatives shall have all necessary materials and tools to complete the job on the first trip to the home.
- Subcontractor's representatives shall always use drop cloths to protect homeowner's property and to not cause other damage within the home.
- No tools or toolboxes are to be set on any of the countertops, tile, wood, or vinyl flooring. Subcontractor shall provide suitable padding under toolboxes when placed on surfaces in the home.
- There shall be no eating, drinking, smoking, vaping, tobacco use, or the eating of sunflower seeds permitted inside a home or on the property at any time.
- Subcontractor's representatives shall park only on the street. Parking in the driveway is not permitted under any circumstances. If Subcontractor's representatives park on the driveway and there is a repair needed due to damage or stains, Subcontractor shall be responsible for all the repairs necessary.
- Subcontractor's representatives shall never use homeowner's phone unless it is a life-or-death situation. Subcontractor should provide their representatives with adequate communication methods.
- Subcontractor's representatives shall always leave the home and jobsite clean. Subcontractor's representatives shall never leave a home with any dirt or debris caused by their operations at any time, even if they are running "shortly." Subcontractor's representatives shall remove all trash and debris, and vacuum as needed.

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- Subcontractor's representatives shall be prompt to all appointments. If unable to make an appointment, it is Subcontractor's responsibility to notify GCC's representative at least three (3) hours in advance that Subcontractor's representative is going to be late.
- All items in the base scope of work are also included in this scope of warranty work.
- Subcontractor's representatives shall never use a homeowner's restroom facilities under any circumstances. If Subcontractor's representatives fail to adhere to this, any issues occurred will be Subcontractor's responsibility to assume all costs for replacement of the toilet fixtures.
- Subcontractor and Subcontractor's employees shall ONLY utilize the portable restroom facilities. Failure to comply will result in immediate termination of the offending personnel from the project and will result in a two hundred fifty dollars (\$250.00) fine plus the costs of sanitizing the premises.
- Subcontractor shall perform work according to the project site rules.
- Subcontractor agrees to the "FIX IT RIGHT THE FIRST TIME POLICY." This means Subcontractor shall perform all customer service work correctly the first time, thereby eliminating the need for future callbacks for the same warranty item. The work shall be performed professionally and in a timely manner. Any exceptions to the work not being completed the same day that the work began shall require prior approval from GCC's representative. It shall also be documented in writing on the customer service Work Order for the warranty claim. The area where the work was performed shall be left clean and show no signs of work being performed in the area. Failure to follow the "FIX IT RIGHT THE FIRST TIME POLICY" shall result in a fine to Subcontractor of one hundred dollars (\$100.00) per occurrence.
- The Subcontractor/Supplier agrees to comply with the Fair Housing Accessibility Guidelines wherever applicable in GCC communities.
- The Subcontractor/Supplier agrees to instruct their staff regarding GCC's "common sense" job policy:
 - No alcohol or drugs will be permitted at job site.
 - No children or animals are permitted at the job site.
 - No loud music shall be permitted.
 - No parking in driveways or on sidewalks.
 - Protect finished surfaces of all other trades, i.e., countertops, vinyl, carpet, walls, and concrete surfaces.
 - If you are the last person in a home at the end of the day, please close windows, and lock doors when you leave.
 - No smoking in any home once drywall has been installed.
 - Remove and clean-up all trade-related trash daily and place in trash bins.
 - Do not waste or damage materials provided to you any Homebuilder.
 - If you do not understand your work assigned, or understand our plans and specifications, contact the Construction Manager before you proceed.

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Manufacturer Warranties

All manufacturer or supplier warranties and/or guarantees, expressed or implied, with respect to any material or equipment used in or as a part of the work shall be deemed obtained by Subcontractor on behalf of GCC and shall inure to the builder's benefit without the necessity of a separate transfer or assignment thereof, or require such manufacturer or supplier to execute such warranties and guarantees in writing to the builder. All manufacturer warranties shall be deemed to begin on the Certificate of Occupancy date.

ALL OF THE ABOVE REQUIREMENTS ARE AGREED TO BY SUBCONTRACTOR:

Signature: _____

Printed Name: _____

Company: _____

Date: _____

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