

## EXHIBIT 12

### SAMPLE CONSTRUCTION OR RENOVATION PROJECT NARRATIVES

## Construction or Renovation Project Narrative - Sample A

The Clinic, due to excessive water damage caused by plumbing leaks, and the need for additional space, has been vacant for several years.

The existing space is 2,500 square feet and includes 10 rooms and two non ADA compliant toilets. Of the existing 2,500 square feet of space, 1,500 square feet is being renovated and will include 4 rooms, an entrance vestibule, waiting area and reception, and two new ADA compliant bathrooms (to replace the two non-ADA compliant ones). The waiting and reception areas will be reconfigured to accommodate additional patients, and new furniture will be installed. The entrance vestibule will be expanded into the sidewalk by 15 feet, and new automatic doors will be installed. An open workspace to accommodate eight nurses' workstations will be installed. The remaining rooms will undergo a gut renovation, including new walls to split a large conference room into two examination rooms, and the expansion of the existing consultation rooms. The existing electrical system will be upgraded with new panelboards, and outlets, and new fluorescent lighting will be installed throughout the facility. An existing closet will be expanded to create a materials storage room. The two restrooms will have a full upgrade, including the installation of new plumbing, walls and floors, and ADA compliant bathroom fixtures. The existing HVAC system will be upgraded, with a new modular chiller unit, condenser pumps, and new ductwork, and fans in the newly reconstructed rooms.

## Construction or Renovation Project Narrative - Sample B

Currently, the organization owns a two-story building, totaling 2900 square feet, which had previously been used as a warehouse. The existing building will be gut renovated to be used as an indoor playground for the children of our head start program in the adjacent building. The scope of work includes:

- Demolition of the existing interior, including removal of stairs, windows, interior walls and floors;
  - Install new and reinforce existing beams where necessary;
  - Re-pointing exterior brick work and apply new stucco, repair roof;
  - Install new plumbing system, including new water distribution, hot water heaters;
  - Install new electrical system, including power distribution conduits, outlets, and light fixtures;
  - Remove existing and install new HVAC system, including 2 new rooftop units, ductwork, diffusers and grills;
  - Install new ADA compliant restrooms including all new fixtures, floor and wall tiles, toilets, sinks, and shower;
  - Install gypsum walls and acoustic ceilings on first floor and in cellar space;
  - Remove old and install new 4" floor slabs at cellar and 1<sup>st</sup> floors;
  - Install new access doors, windows and window guards;
- Finishes, including paint all new surfaces and doors, new floor tiles and carpets with rubber base.