**Statement of Work (SOW)**

**PROJECT 400 A1**

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**Table of Contents**

[Introduction/Background 2](#_Toc466376718)

[Scope of Work 2](#_Toc466376719)

[Period of Performance 2](#_Toc466376720)

[Place of Performance 2](#_Toc466376721)

[Work Requirements 3](#_Toc466376722)

[Acceptance Criteria 3](#_Toc466376723)

[Other Requirements 3](#_Toc466376724)

# Introduction/Background

John & Jay Smith has recently decided to build a larger house to provide more space for the growing family. In order to construct a house Smith family wants, the house will be built compliant to all local building codes, taking in account energy efficiency requirements levied by owner, as well as heating and cooling requirements levied by the Smith family. Other, less significant requirements are outlined in the requirements document prepared by the Smith family. It is imperative that this project was executed with the highest quality standards, under or on budget, and under or on schedule. The Smith family anticipates that new house will provide greater opportunities for providing comfort and security for the growing Smith’s family.

# Scope of Work

As the result of this scope of work, the new house should be built in compliance with local building codes, three bedrooms, a master bedroom, a full bathroom and a powder room. The dwelling should have:

* SubZero refrigerator installed in the kitchen
* The furnace should be very efficient, and the wall, ceiling and floor insulation must be (A factor of 21, R factor of 28, and R factor of 25, respectively)
* Windows and doors to meet NFRC class 40 ratings standards
* House should be built to current code to be earthquake proof
* An oversized garage to house at least two cars
* Pre-wire the house for the air-conditioning
* A space for the garden

# Period of Performance

The work hours are restricted to the period of 8:00AM and 6:00PM. All work must be scheduled to complete by mid-August with the completion date of the build on or before August 15th of the current year.

# Place of Performance

Project manager is responsible for assuring the work on the house continues as scheduled, ensuring uninterrupted workflow of the scheduled activities. Regularly scheduled reviews with the Smith family will be held to update on the progress/problems and etc. of the build.

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# Work Requirements

As part of the home construction project, the following tasks scheduled throughout different phases of the project need to be achieved:

Kickoff:

* Initial meeting with the Smith family, an architect, and a project manager

Design Phase:

* Work with the architect to make necessary changes/updates to the plans.

Build Phase:

* Project manager provides a work break down structure and a detailed build plan
* The build team works to the schedule to complete the build
* Ensure inspections are performed to assure compliance with building codes
* Present written and verbal status at weekly meeting

Project Handoff/Closure:

* Project manager ensures all the final inspections are passed.
* Project manager transfers all the paperwork (schedule, finance, and designs) to the Smiths family.
* Present written status at weekly meeting

# Acceptance Criteria

To successfully complete the project, the following criteria must be met:

* SubZero refrigerator installed in the kitchen
* The furnace should be very efficient, and the wall, ceiling and floor insulation must be (A factor of 21, R factor of 28, and R factor of 25, respectively)
* Windows and doors to meet NFRC class 40 ratings standards
* House should be built to current code to be earthquake proof
* An oversized garage to house at least two cars
* Pre-wire the house for the air-conditioning
* A space for the garden is clear from the debris

Any discrepancies involving completion of project tasks or disagreement between the project owners and project manager should be resolved prior to the project acceptance.

# Other Requirements

A place for the garden is clear from the construction derbies.