

DATE

TO: HQ Relocation Review Name

FROM: Region Staff Name

THROUGH: Region Relocation Supervisor Name

SUBJECT: Recommendation for Reestablishment

Project: Project Name

Parcel No.: Insert #, Displacee No.:, Name of Displacee

Bob the landlord purchased a replacement rental home at 1234 25th Ave SE, Olympia. The home is a 2 bedroom, 1 bathroom home with a single car garage. The previous owner of the home smoked indoors and had pets. The interior paint, carpet, and linoleum are extremely soiled and worn.

Bob received two proposals to replace the flooring and two proposals to paint the interior. Joe Dirt Painting bid to paint the interior for $4,250.00 plus tax. Pricey Painting bid to paint the interior for 5,900.00 plus tax.

Awesome Floors Inc. bid to replace the carpet, pad, and linoleum for $4,954.94. Included in the bid is the cost to remove and replace the appliances and toilet during the proposed work. Crummy Carpet Co. bid to replace the carpet and linoleum for $7,986.96. Their bid did not include the cost of a new pad or removing and replacing the appliances and toilet.

**Recommendation**

Joe Dirt Painting supplied the lowest acceptable bid to paint the interior. Awesome Floors Inc supplied the lowest acceptable bid to replace the flooring. I recommend approving these expenses as eligible reestablishment expense in the amount of $9,204.94 (plus WSST for painting) per WAC 468-100-306(d), redecoration or replacement of soiled or worn surfaces at the replacement site, such as paint, paneling, or carpeting.

Agent’s initials

Attachment: Estimate from Joe Dirt Painting, Pricey Painting, Awesome Floors, Crummy Carpet Co, replacement photos, and diary