

**OWNER RESPONSIBILITIES
- Set Crew provided by HHI -**

Huntington Homes, Inc.
Revised Date: December 10 2019

Division 1. Transportation		Huntington Homes	Set Crew	Owner / Contractor
1.1	Provide State and Town Transportation permits.	X		
1.2	Notify all neighbors. Get permissions to travel on private roads (if needed). Pay for any traffic control personnel, or performance bonds (if needed)			X
1.3	Perform a Site Evaluation to determine that the modules and crane can be moved onto the site and onto the foundation. Site visit by Huntington Homes as needed.			X
1.4	Notify Huntington Homes of any transport restrictions on the site (low branches, low wires, narrow driveways, tight turns, private roads, etc). Site visit by Huntington Homes as needed.			X

Division 2. Site Work and Foundation		Huntington Homes	Set Crew	Owner / Contractor
2.1	Prepare the site to allow clear access by the module transporter and crane. Build a crane pad of adequate size and location to support the crane. If a machine is needed to get the modules or crane onto the site or foundation, it will be at the expense of the Owner.			X
2.2	Provide a storage / staging area for the modules. Modules will arrive before set day. Staging area should be onsite, or as close to the site as possible.			X
2.3	Protection of all underground utilities from heavy loads passing above			X
2.4	Install the foundation according to the dimensions on the Foundation Plan provided by Huntington Homes. Note all Engineering of the Foundation (if needed) by Owner.			X
2.5	Supply and install all foundation-to-module structural connections (if needed) per the Engineering Documents provided by Huntington Homes.			X
2.6	Proper backfill around the foundation so the Set Crew has an adequate area to work			X
2.7	Install all kneewalls, drop walls, sill seal, and sill plates prior to the arrival of modules. Note all kneewalls and drop walls should be properly braced and sheathed.			X

Division 3. Module Installation		Huntington Homes	Set Crew	Owner / Contractor
3.1	Provide a Set Crew to assist with the set of the modules. Set Crew shall be under the direction and supervision of Huntington Homes.		X	
3.2	Provide a Certified Check for the full invoice amount payable to Huntington Homes. Check is to be received by the Huntington Homes Crew Chief prior to the setting of the modules.			X
3.3	Provide temporary power or a generator. Provide a Portolet			X
3.4	Supply all Lally Columns of the proper height. Supply 2x8 Firestop Material			X
3.5	Supply Lally Column plates	X		
3.6	Install Lally Columns and Firestop	X	X	
3.7	Remove Shrinkwrap from Modules. Note: Dumpster provided by Owner	X	X	
3.8	Set modules, erect roof, set kneewalls, flip soffits, flip upper roof extension	X	X	
3.9	Install gable panels, dormers, and other ship loose panels	X	X	
3.10	Bolt module center girders as needed	X		
3.11	Fasten modules-to-foundation, modules-to-modules, and modules-to-roof per the Connection Details provided. Install all cross module structural and high wind straps (if needed)		X	
3.12	Install all infill plywood, nail off all flips, and nail off all panels per the Connection Details provided. All plywood provided by Owner.		X	
3.13	Install all collar ties, nail off all kneewalls, nail off all truss gusset plates per the Connection Details provided		X	
3.14	Air Seal all module-to-foundation and module-to-module connections using expansion foam or caulking. Air seal marriage wall in attic. Tape plywood infill seams		X	
3.15	All modules must be temporarily water tight by the end of set day. Cover the structure with a tarp as needed. All final roofing to be completed immediately by Set Crew	X	X	
3.16	Review Homeowner's Packet and Ship Loose Sheet. Locate and count all Ship Loose items. Missing Ship Loose items that are not noted as missing on Set Day will become the responsibility of the Owner.	X		X
3.17	Inspect the modules for damage or discrepancies from the Contract and Contract Specifications	X		X

Division 4. Carpentry Exterior		Huntington Homes	Set Crew	Owner / Contractor
4.1	Complete all rake framing and make final adjustments for roof / rake alignment. Make final adjustments to all ridge alignment.		X	
4.2	Install all infill drip edge. Install all ridge vent. Complete flashing as needed. Install roof boots as needed. Complete roof shingles in all infill areas. Note: infill drip edge, ridge vent, and infill roof shingles are provided by Huntington Homes		X	
4.3	Install windows in all ship loose gables and dormers (pop-up capes only). Note: windows provided by Huntington Homes		X	
4.4	Install all wall hoods as needed			X
4.5	Install all fascia and soffit at rakes. Note: fascia and rake materials supplied by Huntington Homes per plan.			X
4.5	Install all corner boards. Note: corner boards supplied by Huntington Homes per plan			X
4.6	Complete window and door flashing as needed			X
4.7	Install all siding at gable ends per plan. Note: siding supplied by Huntington Homes per plan			X
4.8	Install all siding at top and bottom of module, and at second floor eave side per plan. Note: siding supplied by Huntington Homes per plan			X
4.9	Build all chimney and fireplace chases (including frameout through roof) as needed.			X
4.10	Build all stairs, steps, porches, and decks			X

Division 5. Carpentry Interior		Huntington Homes	Set Crew	Owner / Contractor
5.1	Remove all temporary marriage walls		X	
5.2	Remove marriage wall girder at stair crossovers. Install rough tread and riser		X	
5.3	Shim and Jack marriage wall floors and walls as needed	X	X	
5.4	Install truss plates at all openings through marriage wall walls and ceilings. Install infill plywood at marriage wall floors		X	
5.5	Install marriage wall doors and cased openings. Note: doors and trim provided by Huntington Homes			X
5.6	Install sheetrock at marriage wall crossovers as needed. Note: sheetrock provided by Owner			X
5.7	Install all insulation (including baffles) in attic. See ResCheck or preliminary HERS Rating for needed R Values			X
5.8	Install plywood buck around second floor stairwell shaft and make adjustments as needed. Install sheetrock at stairwell shaft. Note: plywood and sheetrock provided by Owner			X

5.9	Install continuous handrail to second floor. Note: handrail provided by Owner.			X
5.10	Install basement stairs, and stair enclosure. Note: all materials provided by Owner.			X
5.11	Seam, fill, and level carpet and vinyl flooring at marriage wall connections. If it's a large crossover Huntington Homes will ship one side of the flooring loose for install onsite by Owner.			X
5.12	Install carpet at stairs			X
5.13	Install all framing and fire code gypsum in basement and attic fire separation locations (multifamily only). Install fire code gypsum at all garages. Note: all framing and gypsum supplied by Owner.			X
5.14	Make final adjustments to all doors and windows. Note: If major adjustments are needed they will be made by Huntington Homes			X
5.15	Repair and paint sheetrock stress cracks and nail pops due to transportation, craning, and setting the modules onto the foundation. Note: if cracks or nail pops are excessive they will be repaired by Huntington Homes.			X

Division 6. Plumbing / Heating		Huntington Homes	Set Crew	Owner / Contractor
6.1	Run all plumbing vents in attic and connect through roof boots			X
6.2	Connect all bath fan exhaust ducts to roof or wall hood. Note: all exhaust ducts should be trimmed to length.			X
6.3	Connect all plumbing drains, plumbing vents, domestic supplies, radon vent, solar conduits, HRV ductwork, and heat crossovers in access panels. Close up all access panels			X
6.4	Check and Test ALL waste, vent, supply, and heating systems before access panels are closed and systems are energizing. Note: leaks discovered after the system is energized shall not be the responsibility of Huntington Homes.			X
6.5	Supply and Install all basement drain pipe, domestic supply pipe, and heat lines			X
6.6	Connect all basement drain pipe to sewer system			X
6.7	Connect all domestic supply to water system			X
6.8	Supply and Install all Boiler, Hot Water Heater, and HRV Unit			X
6.9	Run all interior propane lines			X
6.10	Tie in future vent in basement (if applicable)			X
6.11	Vent dryer to exterior. Install dryer wall hood			X

Division 7. Electrical		Huntington Homes	Set Crew	Owner / Contractor
7.1	Install Service Panel and breakers in basement. Note: Service Panel and breakers for module circuits provided by Huntington Homes			X
7.2	Run all electric circuit coils in modules back to Service Panel location. Install all circuits in Service Panel.			X
7.3	Connect all electric, TV, and Phone crossovers in access panels, attic, and basement. Note: Huntington Homes to install one side of crossover clip only. Second side to be installed by Owner.			X
7.4	Install exterior entrance, meter socket, and primary service cable. Note: all materials provided by Owner.			X
7.5	Run all TV and Phone coils in modules back to Service Panel location. All connections to utility by Owner.			X
7.6	Install all basement circuits, basement lights, and power for all mechanicals: Note: all materials provided by Owner.			X
7.7	Install basement CO / Smoke detector. Note: Detector provided by Huntington Homes			X
7.8	Install doorbell button and transformer. Note: doorbell kit provided by Huntington Homes			X
7.9	Install all exterior light fixtures. Note: fixtures supplied by Huntington Homes per plan			X
7.10	Install all interior light fixture globes. Note: globes supplied by Huntington Homes per plan			X
7.11	Install mirror door and medicine cabinets. Note: medicine cabinet supplied by Huntington Homes per plan			X
7.12	Final inspection and testing of electrical system by Owner. Prior to delivery Huntington Homes will test all circuits and continuity of circuits completed by Huntington Homes. However all final testing and basic troubleshooting by Owner.			X