



## Invitation to Bid      HNS 24-2

**NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.**

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>1635 Washington Ave Charlotte NC 28216</b>	
<b>LEAD AND HEALTHY HOME</b>	
Bid Walk: <del>July 27, 2023 @ 10am</del> August 24, 2023 @ 10am	
Bid Opening: <del>August 3, 2023</del> August 31 2023	
Client Name: Alan King	Contact Number:
Project Manager: Stephon Blanding	Contact Number: 704-622-1685

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at (cell # 7046221685).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the above due date and time.**



**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **1635 Washington St** to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated:                      Number of Pages: 14pgs (3 lead scope, 3 write-up, 1 floor plan, 7 COA)

Addenda # 1 Dated:                      Number of Pages:

Addenda # 2 Dated:                      Number of Pages:

**Project Schedule:** *Minimum Start Date -*

**Completion Deadline:**

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



## **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

### **Stephon Blanding**

Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 28202  
PH: (704) 622-1685  
Fax: (704) \_\_\_\_\_

## **Instructions to Bidders**

<G:\SELECTIVE REHAB TEAM\forms\bid forms and documents\Invitation to bid WARREN>



### **Explanations to Bidders**

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

### **Preparation of Bids**

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

### **Submittal of Bids**

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative
- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:

<G:\SELECTIVE REHAB TEAM\forms\bid forms and documents\Invitation to bid WARREN>



**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

- Scope of Work
- Addenda Acknowledgement
- Itemized Work Sheet
- Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS  
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

## Scope of Work for Lead Hazard Control

Address: 1635 Washington

Date: 7/14/2023

All work described must be performed by a North Carolina state certified lead firm and a state lead permit is required. All work must comply with all applicable federal, state, and local regulations. Provide a separate price for each line item and add the total of line items at the end of the scope. Transfer the lead scope total to the lead control line item in the main scope of work.

Lead Hazard (from LIRA)	Method of Control and Scope of Work	Number	Unit Cost	Line Item Cost
<p><b>All Contractors Project Requirements</b></p>	<p>The contractor is responsible for all project requirements, including but not limited to:</p> <p>Obtaining all permits required. Said permits shall include all items in this scope of work.</p> <p>Provide temporary toilet facilities from job start until the completion of work.</p> <p>Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpsters and repair any evidence of the dumpster use.</p> <p>Contractor may haul debris away daily using dump trailers or trucks.</p> <p><b>THE CONTRACTOR SHALL FOLLOW ALL REQUIREMENTS SET BY HDC AND FOLLOW THE (COA) CERTIFICATE OF APPROPRIATENESS</b></p> <p>See attached documents</p>			

<p><b>Side A Through Side D- light Brownwood facias, soffits, crown moldings and trim boards</b></p>	<p><b>1. Scrape loose paint and re-paint facia Remove and discard gutters. Reinstall all new gutter</b></p> <p><b>2. Replace all deteriorated wood per COA specifications</b></p>			
<p><b>Door A1 (to room 1)- light brown and Brown wood door, casings, headers, jamb, stops and lintels, black wood threshold and light brown viewing window frame</b></p>	<p><b>1. Replace door with COA approved 6 panel wood door. Install Door to operate smoothly within existing frame. Scrape and paint all existing exterior wood door assembly components and paint door and frame components. Paint door and frame components to owner's choice of color. Install a lever handle entry set with single keyed deadbolt, keyed alike</b></p>			

<p><b>Door (B1 to room 3) brown wood screen door, main door casings, header, jambs, stops and thresholds and light brown lintels</b></p>	<p><b>1. Replace door with COA approved 6 panel wood door. Install Door to operate smoothly within existing frame. Scrape and paint all existing exterior wood door assembly components and paint door and frame components. Paint door and frame component to owner's choice of color. Install a lever handle entry set with single keyed deadbolt, keyed alike</b></p> <p><b>2. Install new wooden screen door painted to match existing</b></p>			
<p><b>Door D1 ( to room 6) brown wood door casings, header, jambs and stops</b></p>	<p><b>Remove existing door assembly and dispose of properly. Install a COA approved prehung six panel wood door. Prime and paint door frame to match the existing color. Install a lever handle entry set and single cylinder deadbolt, keyed alike</b></p>			
<p><b>Throughout -Lead dust Hazards on floor</b></p>	<p><b>Complete specialized cleaning of floors throughout house.</b></p>			

**Total Bid for Lead Scope \$\_\_\_**



# Work Specification

Prepared By:  
**City of Charlotte Housing & Neighborhood Services**  
**600 E. Trade Street**  
**Charlotte, NC 28202**  
**(704) 336-7600**

## Property Details

Address:	1635 Washington Ave Charlotte, NC 28216	Owner:	Alan King
Structure Type:	Single Unit	Owner Phone:	(704) 449-7208
Square Feet:	4014	Program(s):	Tested- HAS LEAD LeadSafe 2019 Healthy Homes LBP 2019
Year Built:	1969		
Property Value:	216100		
Tax Parcel:	07840507		
Census Tract:			
Property Zone:			

## Repairs

### Description

### Floor

### Room

### Exterior

### See Attached Lead Scope

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

### Tear Off & reroof Shingles

### roof

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Secure Wrought Iron Railing

side A railing& side B railing

REPAIR RAILING ATTACHMENT POINTS TO FIRMLY SECURE RAILING TO HOUSE , PORCH AND STAIRS

HEALTHY HOME

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

## Handrail Install

main interior step

Install handrail for interior stairs on one side of the stairwell to Code.

HEALTHY HOME

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

## basement steps

basement

Rebuild basement steps to code with hand rail

HOMEOWNER OPTION TO PAINT OR STAIN

HEALTHY HOME

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

## SMOKE AND CARBON MONOXIDE DETECTORS

bedroom

Install UL approved ceiling mounted smoke and heat detectors permanently hard wired into outlet boxes with battery backups in all bedrooms and outside of all sleeping areas.

Detector in the hall way shall be a combination CO/smoke detector.

All detectors shall be interconnected so that when any one detector goes off, all other detectors also go off.

Installation shall comply with all requirements of the Electrical Code.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

# Work Specification

---

## Certification

---

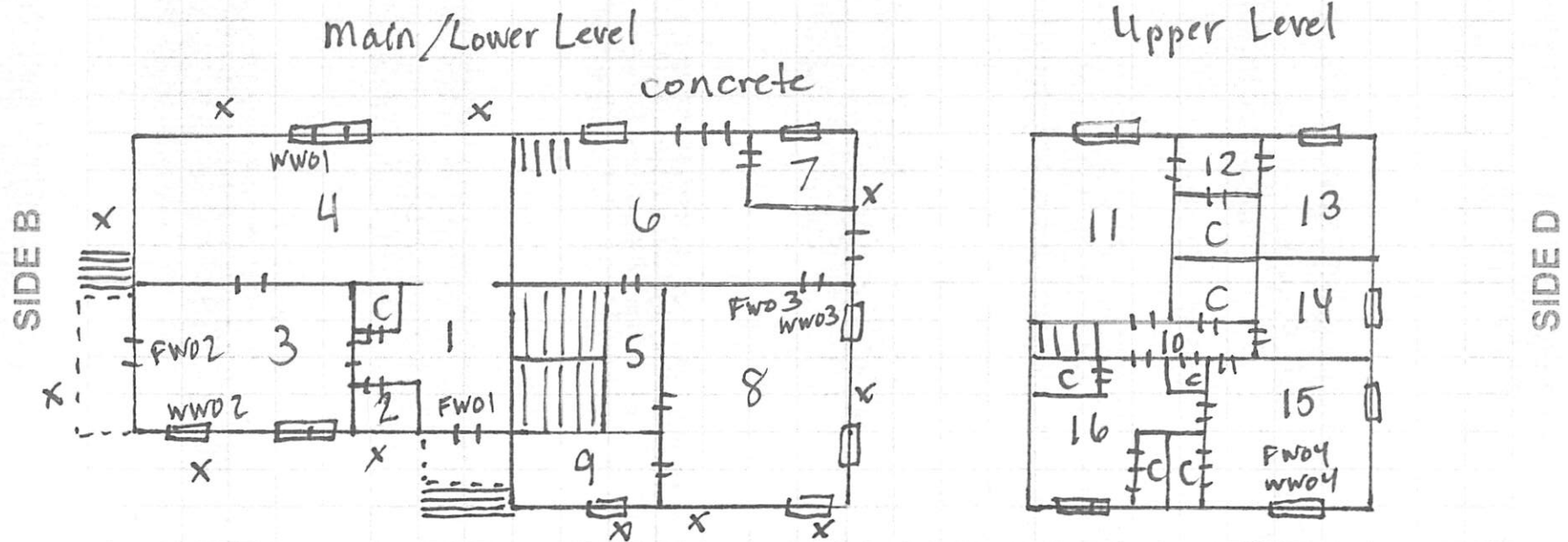
Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**SIDE C**



Legend

-  = Window
-  = Door
-  = Soil Sample Location

**SIDE A**

**NOT TO SCALE**



**CHARLOTTE HISTORIC DISTRICT COMMISSION  
CERTIFICATE OF APPROPRIATENESS**

**CERTIFICATE NUMBER:** HDCADMRM-2023-00431

**DATE:** 20 June 2023

**ADDRESS OF PROPERTY:** 1635 Washington Av

**TAX PARCEL NUMBER:** 07840507

**HISTORIC DISTRICT:** McCrorey Heights

**OWNER(S):** Alan F King

**DETAILS OF APPROVED PROJECT:** Repair and Maintenance. All repairs will be of the same [original and traditional] material, dimensions, scale, and directional orientation as existing. Every effort will be made to repair and reuse existing materials using traditional methods, such as tooth-in repairs. Repairs Include: Replace all non-original doors with new wood doors. Non-original front door will be replaced with new 6-panel door with or without light option. Repair/replace rotten wood fascia, soffit, and trim around the structure with all wood to match existing. Scrap and paint all woodwork. Install new factory-clad seamless aluminum gutters. The new gutters and downspouts will be placed on the side and rear elevations to be as unobtrusive as possible. Replace roof shingles with architectural shingles. No large canopy trees will be removed. **This COA does not approve any changes to items not listed, including but not limited to painting of unpainted masonry, nor the addition of any unapproved materials. Any additional changes must seek approval.** See attached exhibits.

1. Applicable Policy & Design Standards and Approval Authority – Projects Eligible for Administrative Approval, page 2.6.
2. The material and design meet the applicable Policy and Design Standards.

**Contact staff prior to making any changes to this approval. Any deviation from the work/materials approved in this COA may result in 1.) a Notice of Violation and Stop Work Order, and 2.) required removal or replacement to bring the work into compliance with this COA and the Charlotte Historic District Design Standards.**

- This Certificate of Appropriateness (COA) indicates that this project proposal has been determined to comply with the standards and policies of the Charlotte Historic District Commission.
- Display the blue COA placard in a visible location along with any required permits.
- No other approvals are to be inferred.
- No demolition other than that specifically indicated on any attached plans is authorized under this approval.
- All work must be completed in accordance with all other applicable state and local codes.
- Any changes from or additions or deletions to the plans referenced herein will void this Certificate, and a new application must be filed with the Historic District Commission.

**This Certificate is valid for a period of twelve (12) months from the date of issuance. Failure to obtain a building permit in that time will be considered as a failure to comply with the Certificate and the Certificate will become invalid. If a building permit is not required, then the approved work must be completed within twelve (12) months of the date of issuance of this Certificate. In either situation, the Certificate can be renewed for an additional twelve (12) months by Historic District Commission staff by written request within the first twelve (12) months from the date of issuance.**

Chair

Staff

CHARLOTTE-MECKLENBURG PLANNING DEPARTMENT

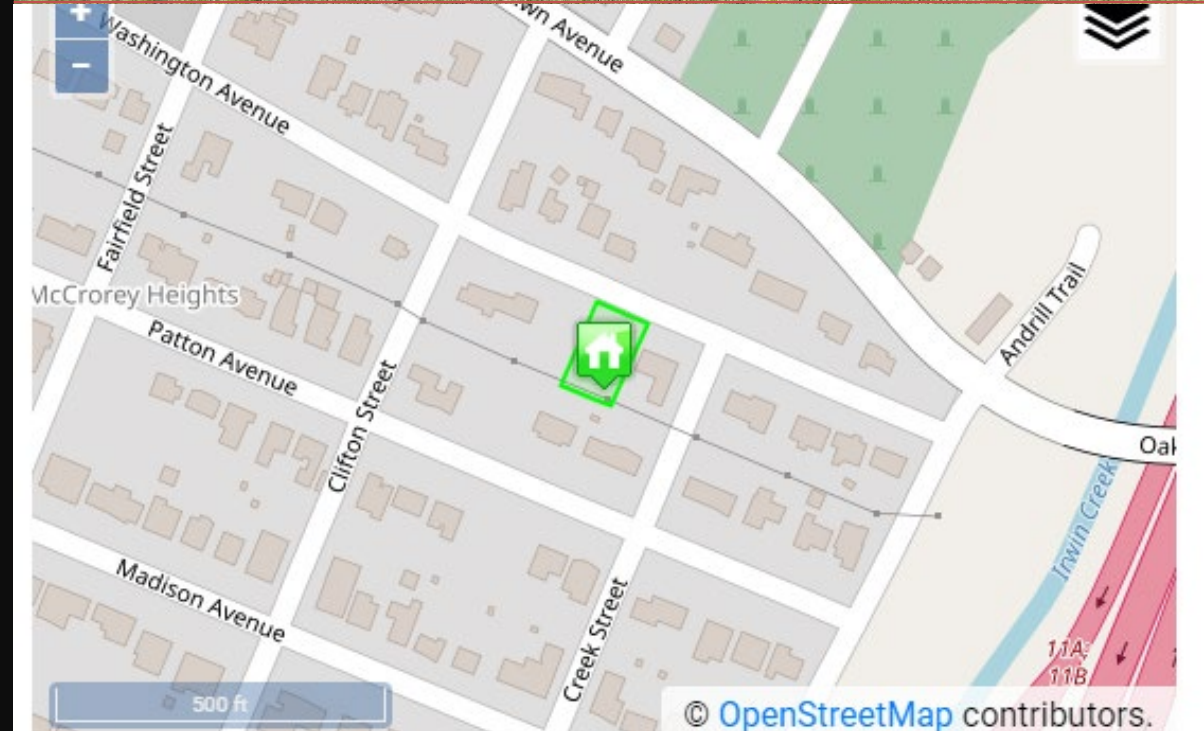
[www.charlotteplanning.org](http://www.charlotteplanning.org)

600 East Fourth Street  
Charlotte, NC 28202-2853  
PH: (704)-336-2205  
FAX: (704)-336-5123



HDCADMRM-2023-00431

- *1635 Washington Ave.*
- *Parcel ID: 07840507*
- *McCrorey Heights Historic District*







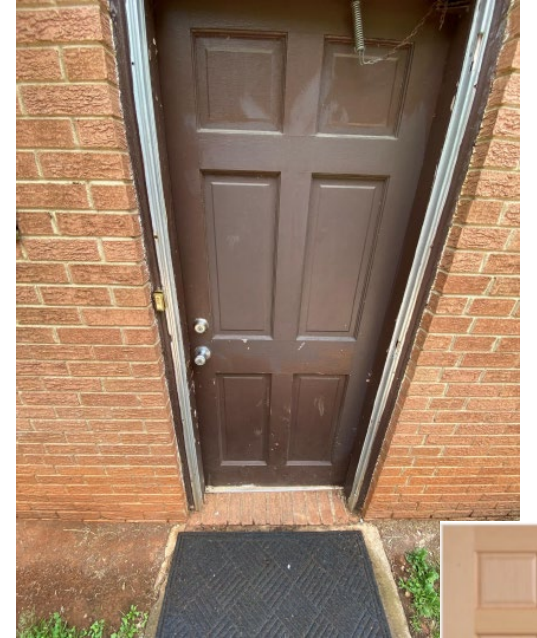
Non-Original Front Door Change.  
All wood panel door.



Side Door Change. All wood panel door with wood screen door.



Solid Wood Door or Panel Wood Door



Side Door Change. All wood panel door.



HDCADMRM-2023-00431



Side A



Side B



Side C No Door Change



Side D





HDCADMRM-2023-00431

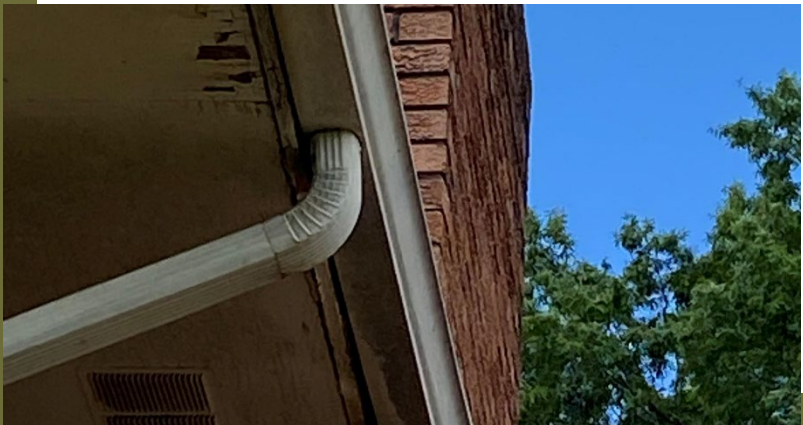
Side A through Side D-  
light brown wood  
fascias, soffits, crown  
moldings and trim  
boards

*Requested Action: Scrape loose paint and repaint  
to match*





# **HDCADMRM-2023-00431**



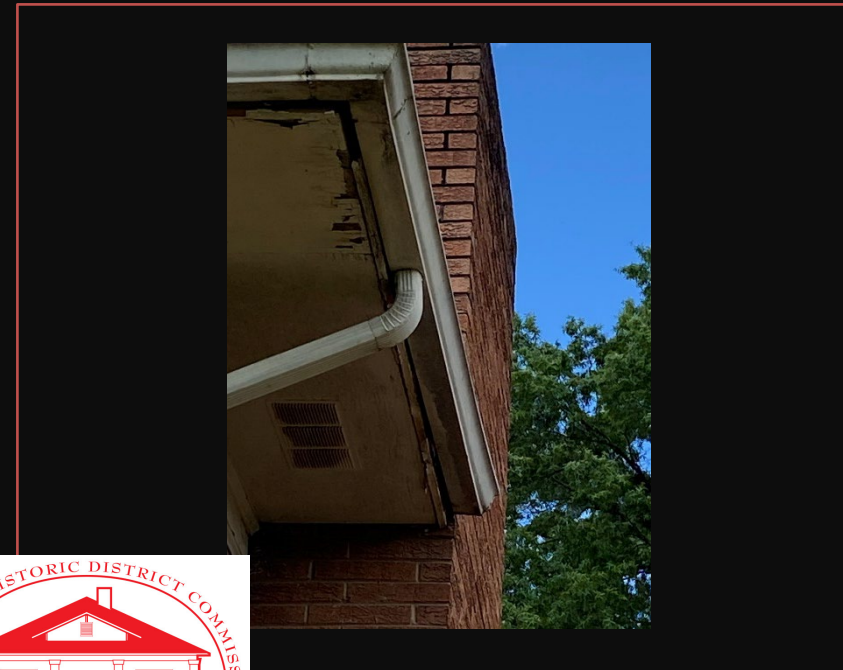
**Side A through Side D- light brown wood fascias, soffits, crown moldings and trim boards**

# Replacement Gutter Specifications

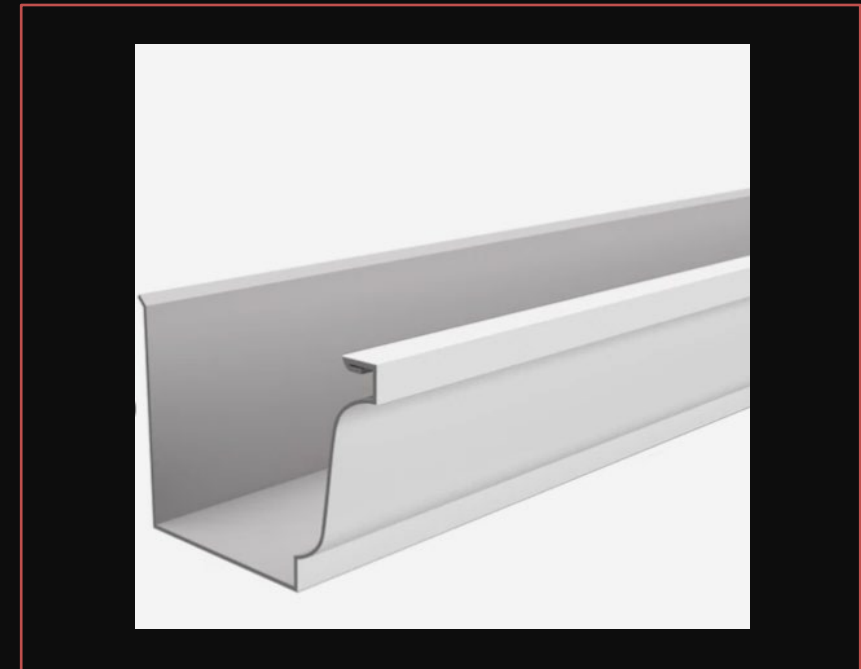
- To remediate the lead issue all gutters must come down. In the process of removing the gutters some may become damaged. We will install all new gutters to match existing style and color.

## **Amerimax 5-in x 120-in White K Style Gutter**

- The Amerimax 5-in aluminum gutter is used to control runoff, protect walls, and help prevent foundation erosion
- Manufactured from durable aluminum with a factory baked-on white finish
- This gutter is a convenient, do-it-yourself 10-ft length



**HDCADMRM-2023-00431**





**Black Onyx Architectural  
Shingle for the replacement  
of the damaged and aged  
shingles**



**HDCADMRM-2023-00431**

