



Invitation to Bid HNS 24-3

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: 2714 Kendall Dr - Lead and Healthy Homes	
Bid Walk: July 20, 2023 @ 10AM	
Bid Opening: July 27, 2023 @ 2PM	
Client Name: Sumercon Little	Contact Number:
Project Manager: Devin Smith	Contact Number: 704-336-2512

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 704-589-2130

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 2714 Kendall Dr. 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: 7.5.2023 Number of Pages: 7 total
(3 page work write-up/3 page lead scope/ 1 page floor plan)

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.

Devin Smith
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) 336-2512
Fax: (704) 589-2130



Instructions to Bidders

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

Bid Validation

- All approved bids will be valid for 60 days after the bid opening date

NEIGHBORHOOD & BUSINESS
SERVICES

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

Work Specification

Response Due: 7/5/2023

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

Property Details

Address:	2714 Kendall Dr Charlotte, NC 28216	Owner:	Sumercon Little
Structure Type:		Owner Phone:	[REDACTED]
Square Feet:	1195	Program(s):	Tested- HAS LEAD LeadSafe 2019 Healthy Homes LBP 2019
Year Built:	1963		
Property Value:	185700		
Tax Parcel:	06916102		
Census Tract:			
Property Zone:			

Additional Comments

Contractor is responsible for all County permits and inspections per the City of Charlotte requirements.

Repairs

<u>Description</u>	<u>Floor</u>	<u>Room</u>	<u>Exterior</u>
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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.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

200 AMP ELECTRICAL SERVICE

Exterior Storage Closet

Replace electrical service with new 110/220 volt, 200 amp panel with main disconnect and 24 circuit panel board; meter socket; weather head; service cable; and ground rods and cable. Caulk exterior service penetrations. Label circuits legibly.

Install GFCI breakers on all two wire receptacle circuits, kitchen, and bathroom circuits. Install GFCI/AFCI breakers on all bedroom receptacle circuits. Label outlets per Code requirements.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Kitchen Faucet and Sprayer

Kitchen

Replace kitchen faucet with new single lever faucet that complies with the Construction Standards. Replace leaking or damaged spray hose at kitchen sink with universal fitting side spray assembly and hose with chrome finish. Installation includes sink waste baskets strainer assembly, replacement of drain lines to the horizontal branch line, p-trap, supply lines, and full port ball type shut-off valves & escutcheon plates on all supply & drain lines. All work shall comply with Plumbing Code.

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

Snake Waste Lines

Power-snake all bath, kitchen, and washer drain lines to clear any blockage from fixture to connection at main sewer service at the street.

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

Replace Tub/Shower Valve and Trim

Hall Bathroom

Remove the existing tub and shower valve and trim and replace with new per the Plumbing Code and the Construction Standards. Includes tub overflow cover.

Access to the valve will be through the back side of the tub wall. DO NOT REMOVE TUB SURROUND FINISH MATERIALS.

Scope includes the installation of a removable access panel on the back side of the wall to fit neatly and tightly to the wall surface.

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

Caulk and Seal Shower

Hall Bathroom

Remove all loose and deteriorated caulking and sealing materials at all wall, floor and tub/pan joints. Apply a smooth and clean line of new white 100% silicone caulk at all joints. Clean up all excess caulk.

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

PEST CONTROL

Provide owner with a one year service contract with a properly licensed exterminator.

Service shall include initial treatment for all observed insect infestations with quarterly follow up treatments over the course of the contract.

Contract shall also provide for callback treatments between scheduled treatments if an infestation re-appears.

NOTE: Contractor shall inform exterminator that automatic contract renewals are not permitted. Contracts may only be renewed with the express, informed consent of the home owner.

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

Work Specification

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

Scope of Work for Lead Hazard Control

Address 2714 Kendall Dr

Date 7/5/2023

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
Side A through Side D – white wood window and door lintels	Cover with Tyvek and aluminum			
Side A – white and orange wood shutters	Remove and properly dispose of existing shutters. Replace with new shutters. Owner’s choice of color.			
Side D – white wood crawlspace door frame	Remove and properly dispose of existing door and door frame. Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp.			

<p>Door A1 (to room A1) – white wood door casings, header, jambs, stops, and lintel</p>	<p>Remove entire existing door assembly and dispose of properly. Remove and reinstall existing storm door. Install new Energy Star rated pre-hung metal exterior door. Owner’s choice of door style and color. Insulate cavity. Install single cylinder dead bolt and lever handled entry set door hardware keyed alike. New casing and shoe molding will match existing. Apply primer and topcoat. This installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.</p>			
<p>Closet Door B1 – white wood door casings (right side), header, jambs, and stops</p>	<p>Remove entire existing door assembly and dispose of properly. Install new metal pre-hung exterior door. Install single cylinder dead bolt and lever handled entry set door hardware keyed alike. Apply primer and topcoat. This installation to include repairing any damaged header, door framing, to include wall framing.</p>			
<p>Room 1 – elevated lead dust level on floor</p>	<p>Complete specialized cleaning throughout main floor of house.</p>			

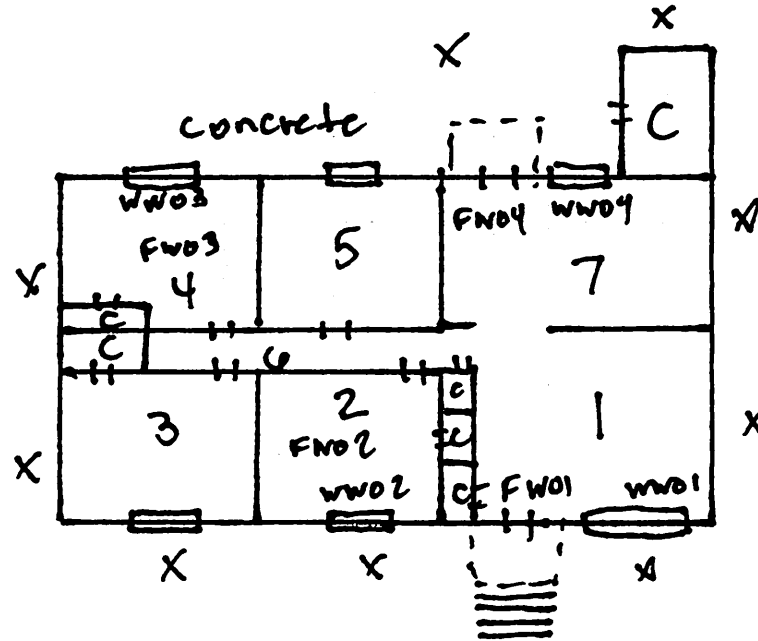
<p>All contractors' requirements</p>	<p>The contractor is responsible for all project requirements, including but not limited to:</p> <p>All activities required by the City's COVID-19 Precautions for Residential Housing Rehabilitation Activities policy.</p> <p>Obtaining all permits required. Said permits 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>			
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Total Bid for Lead Scope



SIDE C

SIDE B



SIDE D

Legend

-  = Window
-  = Door
- X = Soil Sample Location

SIDE A

NOT TO SCALE