

## Invitation to Bid HNS 24-1

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: 3701 Clendon Ct Charlotte NC 28216 Safe home				
Bid Walk: July 13 <sup>th</sup> , 2023 @ 10am				
Bid Opening: July 20, 2023 @ 2pm				
Client Name: Pauline Washington 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 <u>**3701 Clendon Ct**</u> 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: 11, (9 work write-up, 1 drawing, Asbestos Scope)	
Addenda # 1 Dated:	Number of Pages:	
Addenda # 2 Dated:	Number of Pages:	
Project Schedule: Minir	num 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

### **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

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



- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
  - $\circ$  Scope of Work
  - o Addenda Acknowledgement
  - Itemized Work Sheet
  - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS SERVICES http://housing.charlottenc.gov | 600 E. Trade Street | Charlotte, NC

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

		Base	Quantity	Total Cost
		cost:	_X=_	
Aluminum Storm Do	or - Rear ombination storm and screen door. Complete wit	h self closer and lo	cking hardware.	
		Base	Quantity	Total Cost
	Bid C	Cost:	X =	Total Cost
Contractor may haul o	ebris away daily using dump trailers or trucks.			
	-off dumpsters as needed without damaging the nd repair any evidence of the dumpster use.	site. Collect constr	uction debris using dus	t control methods.
	et facilities from job start until the completion of			
)btaining all permits r	equired. Said permits shall include all items in the	is scope of work.		
	by the City's COVID-19 Precautions for Residen	-	litation Activities policy.	
he contractor is resp	onsible for all project requirements, including bu	t not limited to:		
All Contractor's Proj	ect Requirements			
escription			Floor Room	Exterio
Repairs				
Property Zone:				
Census Tract:				
Tax Parcel:	03930318			
Property Value:	100300			
/ear Built:	1971			
Structure Type: Square Feet:	1055	Program(s):	Tested- NO LEAD SHFY 22 Rehab	
		Owner Phone:	Cell: (704) 394-6870	
	3701 Clendon Ct Charlotte, NC	Owner:	Pauline Washington	

#### Prehung Metal Door Entrance - Rear

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight. 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.

Bid Cost: _		_X	=
	Base	Quantity	Total Cost

utility

#### **Gas Water Heater**

Remove existing water heater and all obsolete or deteriorated flue piping and gas line and dispose of properly.

Install an insulated 40 gallon, glass lined, high recovery gas water heater with a 6 year warranty and an Energy Factor of .61 or greater.

Installation includes PRV valve and extension, drain pan with drain to the exterior, expansion tank, and new gas line and flue piping through the roof as necessary to meet the requirements of the Construction Specifications and Code.

Includes all CODE REQUIREMENTS for make air

	Bid Cost:		_x	=
		Base	Quantity	Total Cost
INTERLOCKING VINYL PLANK FLOORING			Kitchen	

#### FLOOR COVERING HAS ASBESTOS DONT DISTURB JUST COVER WITH NEW FLOORING

Install waterproof interlocking vinyl plank flooring. Flooring shall have a minimum 25 year manufacturer's warranty and shall be installed strictly according to manufacturer's specifications.

Contractor is responsible for preparing sub floor as necessary to satisfy manufacturer's installation specifications.

Install suitable matching transition pieces where flooring meets other flooring materials.

Install painted or stained wood quarter-round at all perimeters to complete installation.

Provide home owner choice of three to five pattern selections from program approved manufacturers.

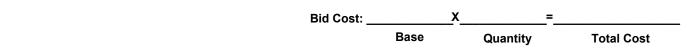
Bid Cost: _		_X	=
	Base	Quantity	Total Cost

#### **Cabinets Base**

Kitchen

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

\* Note- See Lead Assessment dated 8/6/2022 Room2- Kitchen- Side D- Unpainted: light brown ceramic tile (lead likely contained within the matrix of the tile or in the tile glaze). And see Asbestos Survey dated 8/6/2022 for wall boards



#### **Cabinets Wall**

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

\* Note See Lead Assessment date 8/6/2022 Room 2- Kitchen- Side D- Unpainted: light brown ceramic tile (lead likely contained within the matrix of the tile or in the tile glaze). And, see Asbestos Survey dated 8/6/2022 concerning wall boards

Bid Cost:	<u> </u>	-	
	Base	Quantity	Total Cost

#### **KITCHEN COUNTERTOPS**

Remove existing counter tops and dispose of properly.

Measure cabinets for new tops and order built to size post formed laminate tops from a reputable top shop. Top shop shall apply all end caps and supply side splashes where cabinets end at walls. Top shop shall perform all sink cut outs.

NOTE: Do not buy counter top blanks at big box stores and cut them to size on site.

Where counter top sections join, such as corners, caulk joints and install connectors supplied by the top shop to join the tops together, taking care to maintain a tight and flush transition all along the joint.

Attach counter tops to cabinets with screws front and back at all top ends, both sides of sinks, and at least every 3' in between.

If counter tops do not fit tightly to wall, trim drywall and/or backsplash margin as necessary to maintain a caulkable gap. Neatly caulk counter tops to adjoining walls with low VOC matching caulk.

Provide owner with a minimum of five pattern choices that coordinate well with the cabinets.

Bid Cost:	_x	=
Base	Quantity	Total Cost

#### Double Bowl Sink Complete

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

Bid Cost: _	<u> </u>		=
	Base	Quantity	Total Cost

### RANGE HOOD

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 2 sones. Attach hood to cabinet with screws.

Scope includes metal vent with roof cap and damper assembly, and all necessary wiring.

Installation shall comply with all requirements of the Electrical and Mechanical Codes.

Owner's choice of color.

	Bid Cost:		х	=		
	-	Base	Quantity	,	Total Cost	-
LIGHT FIXTURE CEILING			Kitcher	า		

Replace existing ceiling mounted fixture with 4 bulb UL approved LED light fixture with shade and lamps.

Bid Cost: _		_X=	
	Base	Quantity	Total Cost

#### DRYWALL REPAIR AND PAINT ENTIRE ROOM (KITCHEN)

Remove or cover hardware, fixtures, furniture, accessories, and other room contents that are not to be painted.

Repair wall surface between wall cabinet and base cabinet to paint ready condition Remove wall paper

Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Repair any remaining defects in surfaces as necessary to produce smooth paint ready surfaces.

Prime all materials with a stain killing primer.

The contractor is responsible for choosing products and processes that insure a durable finished product.

Top coat with two coats of low VOC semi-gloss acrylic latex paint.

Surfaces to be painted include all walls, ceiling, trim, and doors. Ceilings shall be painted the owner's choice of ceiling white or the selected wall color.

replace or uncover hardware, fixtures, furniture, accessories, and other room contents.

Bid Cost: _		X=	
	Base	Quantity	Total Cost

#### 200 AMP ELECTRICAL SERVICE

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.

Replacement of all sub-panels is included.

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

	Bid Cost:	)	<b>د</b>	=
		Base	Quantity	Total Cost
Reinstall window properly				
2 vinyl window has been installed out of square				
emove and install window correctly				
Rear window in rear bedroom and front window in front b	edroom			
	Bid Cost:	)	<u>د</u>	_=
		Base	Quantity	Total Cost

#### PAINT ENTIRE ROOM

Remove or cover hardware, fixtures, furniture, accessories, and other room contents that are not to be painted.

#### Remove wall paper

Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Repair any remaining defects in surfaces as necessary to produce smooth paint ready surfaces.

Prime all materials with a stain killing primer.

Top coat with two coats of low VOC semi-gloss acrylic latex paint.

Surfaces to be painted include all walls, ceiling, trim, and doors. Ceilings shall be painted the owner's choice of ceiling white or the selected wall color.

Replace or uncover hardware, fixtures, furniture, accessories, and other room contents.

Bid Cost: _		X=	·
	Base	Quantity	Total Cost

**Bathroom** 

### Resilient Flooring BATHROOM

#### FLOOR COVERING HAS ASBESTOS DONT DISTURB JUST COVER WITH NEW FLOORING

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Flooring material is to be vinyl interlocking planks and be waterproof. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation. Install any baseboard required. Paint.

	Bid Cost:	X	=	
		Base	Quantity	Total Cost
GFCI Receptacle 20 AMP BATHROOM			Bathroom	
Install a flush mounted, ground fault circuit int out as needed.	terrupted, duplex receptacle and	cover plate rig	ht of mirror. Fish wir	e and repair all tear
	Bid Cost:	x	(=_	
		Base	Quantity	Total Cost
Bath Exhaust Fan				
at existing location, Install a ceiling fan light fiz Repair any tear out. remove existing receptacle @ 2 gang box and				, , , , , , , , , , , , , , , , , , ,
	Bid Cost	^ Base	Quantity	Total Cost
KITCHEN COUNTERTOP GFCIs PER CODE	E			
Upgrade existing outlets above kitchen counter Electrical Code for counter top outlets.	er tops and install additional outl	ets as necessa	ry to meet all requir	ements of the curren
All outlets shall be flush mounted ground fault	t circuit interrupted duplex recep	acles with cov	er plates.	
Fish wire as necessary and repair all damage	e to finished surfaces caused by i	nstallation.		
	Bid Cost:	X	=	
		Base	Quantity	Total Cost

### SMOKE AND CARBON MONOXIDE DETECTORS

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.

Bid Cost:		_x	=	
	Base		Quantity	Total Cost

#### SENIOR EASY ACCESS SHOWER PACKAGE

Remove existing tub and surround, including valve and drain and dispose of properly.

Insulate open exterior wall cavity with R-13.

Install blocking for three grab bars at locations determined by rehab specialist and home owner.

Install a 30" x 60" fiberglass shower pan. Pan must be pre-approved by City rehab specialist.

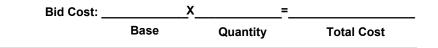
Install cement tile backer board and a ceramic tile surround. Owner's choice of tile.

Install new drain and mixing valve with all associated plumbing lines. Mixing valve shall be located in the center of the long wall of the shower to be accessible from a seated position. Install a diverter valve with a handheld sprayer beside the mixing valve. Shower head shall be located as normal. Install grab bars at designated locations.

Install tempered glass sliding shower doors.

Provide an approved seat manufactured for use in showers.

All materials and work shall comply with the Construction Specifications and the Plumbing Code.



### ATTIC INSULATION

Install a wooden or plywood dam around the access hatch high enough to hold back R-38 insulation.

Install continuous foam insulation around the perimeter of the panel where it rests on the casing. Glue an R-38 insulation batt cut to size on the top of the panel.

Install ventilation baffles per the Building Code.

Install insulation depth markers readily visible from the attic access hatch.

Blow in insulation to increase R value to R-38.

Attach insulation certificate to rafter at attic access, positioned to be easily seen.

Install sealed insulated cover over the attic stairs.

Bid Cost: X = Base Quantity Total Cost Hose Bibb Front/ back

replace front and rear hose bibbs on outside of structure with inside shut-off valve and backflow preventer. Seal exterior penetration with silicone caulk.

	Bid Cost:	X	۲	=
	Е	ase	Quantity	Total Cost
Flange off set			hall bath	
Install flange off set on toilet reinstall existing toilet with new wax ring				
To achieve proper code standard for distance from ed	ge of tub to center of toilet			
	Bid Cost:	<u></u> x	[	=
	E	ase	Quantity	Total Cost
Dedicated circuit (KITCHEN)				
In the kitchen and utility room install dedicated circuits	for all major appliances per	building c	ode.	
reezer (utility room)				
Refrigerator (kitchen)				
Refrigerator (kitchen) microwave (kitchen)				
Refrigerator (kitchen) microwave (kitchen)				
freezer (utility room) Refrigerator (kitchen) microwave (kitchen) washer ( utility room)	Bid Cost:	x	<u>.</u>	<u> </u>

### INTERLOCKING VINYL PLANK FLOORING

#### FLOOR COVERING HAS ASBESTOS DONT DISTURB JUST COVER WITH NEW FLOORING

Install waterproof interlocking vinyl plank flooring. Flooring shall have a minimum 25 year manufacturer's warranty and shall be installed strictly according to manufacturer's specifications.

Contractor is responsible for preparing sub floor as necessary to satisfy manufacturer's installation specifications.

Install suitable matching transition pieces where flooring meets other flooring materials.

Install painted or stained wood quarter-round at all perimeters to complete installation.

Provide home owner choice of three to five pattern selections from program approved manufacturers.

Contractor is responsible for moving all appliances and furniture

#### REPLACE ALL HOSES HOT and COLD ON WASHER BEFORE REINSTALLING



#### **Exterminate Termites**

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

	Bid Cost: Base	X	=	
		Base	Quantity	Total Cost
GUTTER CLEANING AND REPAIR			exterior (al	l around)

Clean all accumulated debris from gutters and downspouts and dispose of properly. Hose down gutter interiors to remove remaining loose matter.

Install new gutter clips as necessary to secure gutters to fascia every 2'. Eliminate sags in gutters and establish proper slope so that gutters drain to downspouts properly.

Check all connections on gutters and downspouts and add connectors and sealants as necessary to establish secure, tight, and waterproof connections throughout the drainage system. Replace any missing or deteriorated pieces in the system.

Add connectors as necessary to secure downspouts to the house.

Install 4" corrugated black pipe with the proper connectors to each downspout. Pipe length shall be long enough to insure roof runoff will flow away from the foundation.

Bid Cost: _		X	=	
	Base	Quantity	Total Cost	

Utility room

Asbestos Abatement	Scope			kitchen	
See attached scope. A	n allowance to complete the scope	of work attached.			
		Bid Cost:	)	(=	
			Base	Quantity	Total Cost
Certification					
Contractor Name:				Total Cost:	
Signature:				Date:	

## Scope of Work for Asbestos Hazard Control

Address 3701 Clendon Ct.

Date <u>6/29/23</u>

All work disturbing asbestos containing materials (ACM) must be performed in compliance with all applicable federal, state, and local regulations. Work in the rehab scope that reasonably can be anticipated to disturb ACM is listed below. The contractor is responsible for identifying all activities that disturb ACM and for the proper removal and disposal of all ACM disturbed while working on this project.

If all disturbed ACM materials will fit into one asbestos waste or glove bag, contractor's workers who are properly trained under OSHA Construction Standard Asbestos Regulations 29 CFR 1926.1101 may remove and dispose of the ACM using safe work practices.

If all disturbed ACM materials will not fit into one asbestos waste or glove bag, or if workers are not properly trained, the contractor shall hire a state certified asbestos abatement firm to remove and dispose of the disturbed ACM materials.

Provide a separate price for each line item and add the total of line items at the end of the scope. Transfer the asbestos scope total to the asbestos control line item in the main scope of work.

Asbestos Hazard	Work activities that will or may disturb identified	Line
	Asbestos Containing Material (ACM)	Item
		Cost

Removal of Asbestos Containing	Remove and properly dispose of ceramic tile backsplash	
Materials (Wallboard and Joint	in the kitchen.	
Compound		
The joint compound on the walls and ceilings is an asbestos containing material (ACM).	Note: tiles contain lead in the matrix. Avoid breaking tiles as much as possible.	
Work that may disturb ACM includes but may not be limited to:		
*cutting of wall board or ceiling board for any reason *removal and installation of showers and tubs *adding electrical outlets, lights, or smoke detectors *installing washer boxes or dryer vents *installing new air returns *paint prep that removes existing paint	Use all required lead and asbestos safe work practices.	
The contractor is responsible for identifying activities that disturb ACM and for the proper removal and disposal of all ACM disturbed in the course of working on this project.		
If all disturbed ACM materials will fit into one asbestos waste or glove bag, contractor's workers who are properly trained under OSHA Construction Standard Asbestos Regulations 29 CFR 1926.1101 may remove and dispose of the ACM using safe work practices.		
If all disturbed ACM materials will not fit into one asbestos waste or glove bag, or if workers are not properly trained, the contractor shall hire a state certified asbestos abatement firm to remove and dispose of the disturbed ACM materials.		

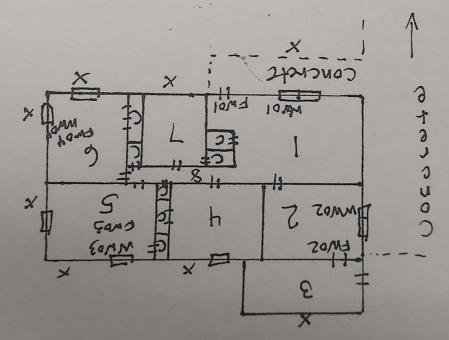
Removal of Asbestos Containing Materials (Wallboard and Joint	All other work activities that disturb wall and/or ceiling materials.	
Compound		
The joint compound on the walls and ceilings is an asbestos containing material (ACM).		
Work that may disturb ACM includes but may not be limited to:		
*cutting of wall board or ceiling board for any reason *removal and installation of showers and tubs *adding electrical outlets, lights, or smoke detectors *installing washer boxes or dryer vents *installing new air returns *paint prep that removes existing paint		
The contractor is responsible for identifying activities that disturb ACM and for the proper removal and disposal of all ACM disturbed in the course of working on this project.		
If all disturbed ACM materials will fit into one asbestos waste or glove bag, contractor's workers who are properly trained under OSHA Construction Standard Asbestos Regulations 29 CFR 1926.1101 may remove and dispose of the ACM using safe work practices.		
If all disturbed ACM materials will not fit into one asbestos waste or glove bag, or if workers are not properly trained, the contractor shall hire a state certified asbestos abatement firm to remove and dispose of the disturbed ACM materials.		

Total Bid for Asbestos Scope \$\_\_\_\_\_

ROY CONSULTING

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SIDE C



ABOIR

SIDE B

puəbəŋ

+++ = Door

nolteool olqme2 lio2 = X

3701 Clendon Court 6harlotte, NC 28216

SIDE D

NOT TO SCALE