CHARLOTTE

SAFE HOME
CITY OF CHARLOTTE
HOUSING & NEIGHBORHOOD SERVICES

Invitation to Bid HNS 23-25

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: **9629 Loblolly Ln**	**Safe Home Charlotte**
Bid Walk: 4/13/2023 at 10:00 am (THURSDAY)	
Bid Opening: 4/21/2023 at 5:00 pm (FRIDAY)	
Client Name: Merimon and Deborah Wilkerson	Rehab only
Project Manager: Elizabeth Lamy	Contact Number: 704-620-9090

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 704-620-9090.

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

The Bids will be received via email no later than the above-mentioned date and time. Emailed bids will not be opened until the listed Bid Opening time.

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Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **9629 Loblolly Ln** to be funded through the City of Charlotte Housing & Neighborhood 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: 4/6/2023	Number of Pages: 15
Addenda # 1 Dated:	Number of Pages:
Addenda # 2 Dated:	Number of Pages:

Project Schedule: (A DATE must be included here or the bid will be nonresponsive)

Completion Deadline: (please provide projected completion date with bid submission)

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature: Date:

Bid Validation

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

Elizabeth Lamy Santos
Rehabilitation Specialist
City of Charlotte
Housing & Neighborhood Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) 336-3333 desk
(704) 620-9090 cell
elizabeth.lamy@charlottenc.gov

Work Specification

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

Property Details

Address:	9629 Loblolly Lane Charlotte, NC 28217	Owner:	Deborah Wilkerson
		Owner Phone:	(704) 222-9134
Structure Type:	Single Unit	Program(s):	Tested- NO LEAD SHFY 22 Rehab
Square Feet:	1014		
Year Built:	1972		
Property Value:	93100		
Tax Parcel:	20712215		
Census Tract:			
Property Zone:			

Attic Insulation Increase to R-38 **ATTIC**

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

Bid Cost: _____X_____=_____
Base Quantity Total Cost

All Contractor's Project Requirements **All Contractor's Project**

The contractor is responsible for all project requirements, including but not limited to:

All activities required by the City's COVID-19 Precautions for Residential Housing Rehabilitation Activities policy.

Obtaining all permits required. Said permits shall include all items in this scope of work.

Provide temporary toilet facilities from job start until the completion of work.

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.

Contractor may haul debris away daily using dump trailers or trucks.

Bid Cost: _____X_____=_____
Base Quantity Total Cost

Work Specification

Prep & Paint Ceiling **BATHROOM - MAIN**

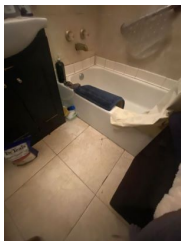
Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Resilient Flooring **BATHROOM - MAIN**

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.
***Work includes removal of existing ceramic tile and may include installation of luan, underlayment and/or floor leveler to prepare for installation of new flooring.



Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

17" Height Commode Replace **BATHROOM - MAIN**

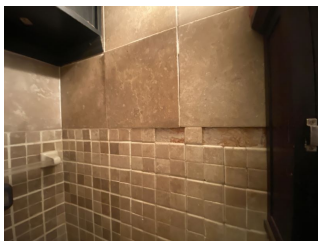
Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Specialized Grout Repair **BATHROOM - MAIN**

Secure loose/re-install missing tiles throughout bathroom walls by re-grouting tiles as necessary. Grout color shall match existing.



Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Work Specification

Prep & Paint Door & Trim - Semi Gloss **BATHROOM - MAIN**

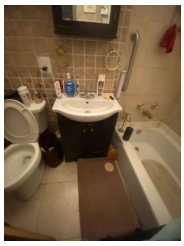
Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include bathroom side of door and door frame.

Bid Cost: _____ **X** _____ **=** _____

Base **Quantity** **Total Cost**

Vanity with Sink **BATHROOM - MAIN**

Install new vanity cabinet complete with top-mounted vitreous china sink of comparable to existing style to continue to allow for maximum floor space in bathroom. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates.
Vanity medicine cabinet/mirror to remain.

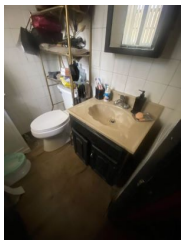


Bid Cost: _____ **X** _____ **=** _____

Base **Quantity** **Total Cost**

17" Height Commode Replace **BATHROOM - MASTER**

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

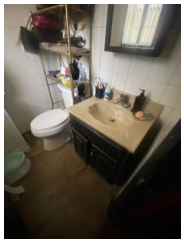


Bid Cost: _____ **X** _____ **=** _____

Base **Quantity** **Total Cost**

Vanity/ Counter Top/ Sink **BATHROOM - MASTER**

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates.
Vanity medicine cabinet/mirror to remain.



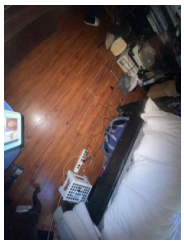
Bid Cost: _____ **X** _____ **=** _____

Base **Quantity** **Total Cost**

Work Specification

Resilient Flooring **BEDROOM - MASTER**

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. ***Work includes the removal of existing laminate floor finish and may include the new installation of floor leveler, luan, and/or underlayment to prepare subfloor for new installation of resilient flooring.



Bid Cost: _____X_____=_____

Base **Quantity** **Total Cost**

Prep & Paint Room Flat **BEDROOM - MASTER**

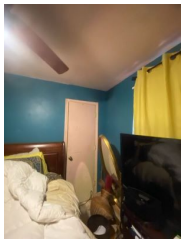
Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: _____X_____=_____

Base **Quantity** **Total Cost**

Prep & Paint Room Flat **BEDROOM 2**

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

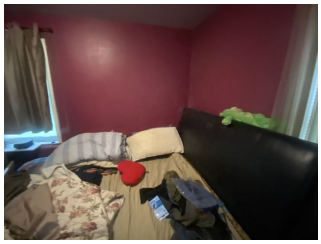


Bid Cost: _____X_____=_____

Base **Quantity** **Total Cost**

Prep & Paint Room Flat **BEDROOM 3**

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost: _____X_____=_____

Base **Quantity** **Total Cost**

Work Specification

Floor System Repair **CRAWL SPACE**

Sister (2) split floor joists, installing new 2" x 8" joist to span from bearing to bearing, located under the central/left side of the home.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Insulate Floor R-19 **CRAWL SPACE**

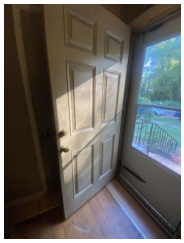
Install R-19 Kraft faced batt fiberglass insulation to floor where missing. Vapor barrier must face heated space. Use strong wire, "tiger teeth" or mesh to hold insulation in place.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Prehung Metal Door Entrance **EXTERIOR** **Exterior**

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**

Repaint/Refinish Wrought Iron Railing - Front Porch & Steps **EXTERIOR** **Exterior**

Remove rust and deteriorated paint, prime and repaint wrought iron railings.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Work Specification

Vinyl Window **EXTERIOR** **Exterior**

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. Any windows replaced in a bathroom must have tempered glass.
***Count is for (11) windows.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Seamless Aluminum Gutter & Downspouts - Install **EXTERIOR** **Exterior**

Install K- type .026 gauge seamless aluminum gutter to service roof with sufficient pitch to downspouts. White or brown color choice by owner.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

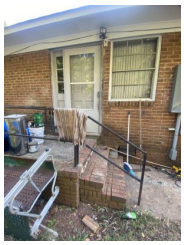
Repoint Masonry Bricks - Rear Stoop **EXTERIOR** **Exterior**

Rake out existing mortar joints to a minimum depth of 1/2". Completely fill mortar joints to match existing.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Exterior Hand and Guard Rail - Rear Stoop **EXTERIOR** **Exterior**

Remove existing hand and guard rail serving rear stoop and steps. Dispose of properly. Re-install new railings to current Building Code, constructed of treated lumber.



Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Work Specification

Prep & Paint Wood Paneling - Rear Entry **EXTERIOR** **Exterior**

Prep and paint wooden paneling and associated framing and trim, located to the left of the rear entry door to the kitchen. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Foundation Vent Screen **EXTERIOR** **Exterior**

Replace foundation vent housing with heavy duty galvanized steel screening.
***Count is for (1) vent, located at the foot of the rear steps.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Prehung Metal Door - Rear Exit **EXTERIOR** **Exterior**

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**

Tree Stump Removal **EXTERIOR** **Exterior**

Grind tree stump in place, taking the stump below ground level. Fill hole with soil and level disturbed area. Install grass seed and straw.
***Confirm with homeowner if wood chips to remain at the property, or be hauled off/disposed of by contractor.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Combination CO / Smoke Detector Hard Wired **GENERAL REQUIREMENTS**

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Work Specification

Smoke Detector Hard Wired **GENERAL REQUIREMENTS**

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.
***Count is for (3) detectors.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

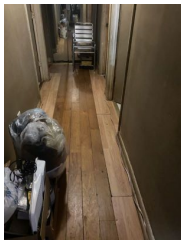
Exterminate Termites **GENERAL REQUIREMENTS**

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: _____X_____=_____
Base **Quantity** **Total Cost**

Resilient Flooring **HALL**

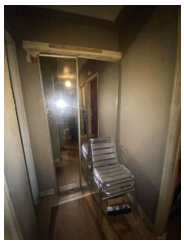
Install 25 year warrantied resilient floor covering per manufacturer's specifications. Flooring material is to be vinyl interlocking planks and be waterproof. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.
***Work includes the removal of existing laminate floor finish and may include the new installation of floor leveler, luan, and/or underlayment to prepare subfloor for new installation of resilient flooring.



Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Bi-Fold/Sliding Door **HALL**

Hang a bi-fold or sliding door, including appropriate tracks, all hardware and casing, plumb and centered within the opening. New doors to be wooden, white and compliment style of other existing doors.

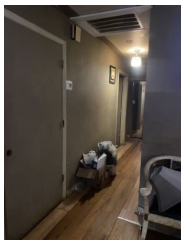


Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Work Specification

Prep & Paint Room Flat **HALL**

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.
***Work includes painting the hall side of all interior doors, including the furnace closet door as well.



Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Prep & Paint Ceiling **HALL**

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.
***Work includes painting scuttle hole cover and associated trim.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Prep & Paint Ceiling **KITCHEN**

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Crown Molding & Baseboard Installation **KITCHEN**

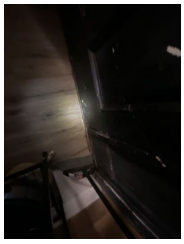
Install crown molding and baseboards where missing or damaged with matching profile as existing trim. Paint to match existing.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Work Specification

Transition Strip Installation **KITCHEN**

Install transition trim where resilient flooring joins up to exterior door threshold.



Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Transition Plate Installation - Kitchen to Living Room **KITCHEN**

Install transition plate at change in floor finish materials or room boundaries. Transition is to be wide and have a gradual angle on each side. Material to be coordinating hardwood.
***Work shall also include installation of missing baseboard to match existing in the cased opening from Kitchen to Living Room.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Refrigerator **KITCHEN**

Dispose of old refrigerator. Install a 2 door, Energy Star rated frost free refrigerator with at least 18 cubic feet. New refrigerator is to match existing refrigerator like for like (i.e. volume, style (top and bottom or side by side, or if have existing ice maker, install new refrigerator with ice maker as well).

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Prep & Paint Ceiling **LIVING ROOM**

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Work Specification

Resilient Flooring **LIVING ROOM**

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. ***Work includes the removal of existing laminate floor finish and may include the new installation of floor leveler, luan, and/or underlayment to prepare subfloor for new installation of resilient flooring.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Ceiling Repair - Water Heater Closet **LIVING ROOM**

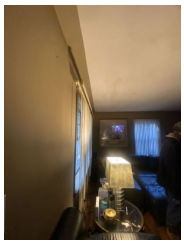
Repair ceiling finish. Patch drywall or plaster holes in ceiling greater than one inch. All others use an adhesive mesh and mud over mesh with the appropriate material. Wet sand and smooth.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Prep & Paint Room Flat **LIVING ROOM**

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Light Fixture - New Installation **LIVING ROOM**

Install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, LED light fixture with shade and lamps.

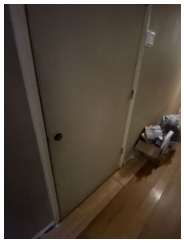
Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Work Specification

Slab Door Interior - Water Heater Closet **LIVNG ROOM**

Install an unfinished wooden louvered slab door to existing jamb, mortise in hinges and latch. Hole saw for the hardware. Include new hardware. Locking for bedrooms and bathroom, passage for all others. Paint or stain to match existing style and finish.



Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Certification

Contractor Name: _____ **Total Cost:** _____

Signature: _____ **Date:** _____