



Invitation to Bid HNS 24-11

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: 725 Seldon Dr - Lead and Healthy Homes	
Bid Walk: August 3, 2023 @ 10AM	
Bid Opening: August 10, 2023 @ 2PM	
Client Name: Mary Lide	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 725 Seldon 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: 7.24.2023 Number of Pages: 7 total
(2 page work write-up/4 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: 7/24/2023

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

Property Details

Address:	725 Seldon Dr Charlotte, NC 28216	Owner:	Mary Lide
Structure Type:		Owner Phone:	(704) 712-2554
Square Feet:	919	Program(s):	Tested- HAS LEAD LeadSafe 2019 Healthy Homes LBP 2019
Year Built:	1950		
Property Value:	170000		
Tax Parcel:	06905202		
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

Exterior Handrails

Remove existing handrails. Dispose of properly. Re-install handrails to current building code- specified treated lumber. Size & dimensions to code.

Exterior Rear Stairs

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

Work Specification

REPLACE RECEPTACLES, SWITCHES AND COVERPLATES

Replace all existing receptacles, switches, and cover plates throughout the entire house; including exterior receptacles and in-use covers.

Replace all two prong receptacles with three prong receptacles.

Label outlets per Code requirements.

Receptacles in Code defined wet or damp locations shall be GFCI protected.

Scope includes repair of any wall or ceiling damage.

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

200 AMP ELECTRICAL SERVICE

Replace existing electrical service with new 110/220 volt, 200 amp panel with main disconnect and 24 circuit panel board located at the rear exterior of the house; meter socket; weather head; service cable; and ground rods and cable. Caulk exterior service penetrations. Existing main panel shall be used as a junction box. Repair drywall around existing panel) Label circuits legibly.

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

Scope includes repair of all ceiling, wall, and floor damages.

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

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

Scope of Work for Lead Hazard Control

Address 725 Seldon Dr

Date 6/26/2023

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
Exterior Side D – green wood crawlspace door frame and door (right)	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.			
Interior/Exterior Door A1 (to room 1) – white aluminum-covered (partially covered) and green wood door casings and header and green wood door, jambs, stops and threshold	Remove entire existing door assembly, aluminum coverings, and storm door; dispose of properly. 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. Install an aluminum combination storm and screen door.			

<p>Exterior Door C1 (to room 6) – green wood door jambs and stops</p>	<p>Remove entire existing door assembly, aluminum coverings, and storm door; dispose of properly. 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. Install an aluminum combination storm and screen door.</p>			
<p>Exterior Side A through Side D – paint chips along drip line</p>	<p>Remove paint chips along drip line using HEPA vac</p>			
<p>Interior Room 1 – Door D1 also Room 7 – Door B1 – green wood door, casings, header, jambs, stops, and threshold</p>	<p>Remove entire existing door assembly, aluminum coverings, and storm door; dispose of properly. 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>			

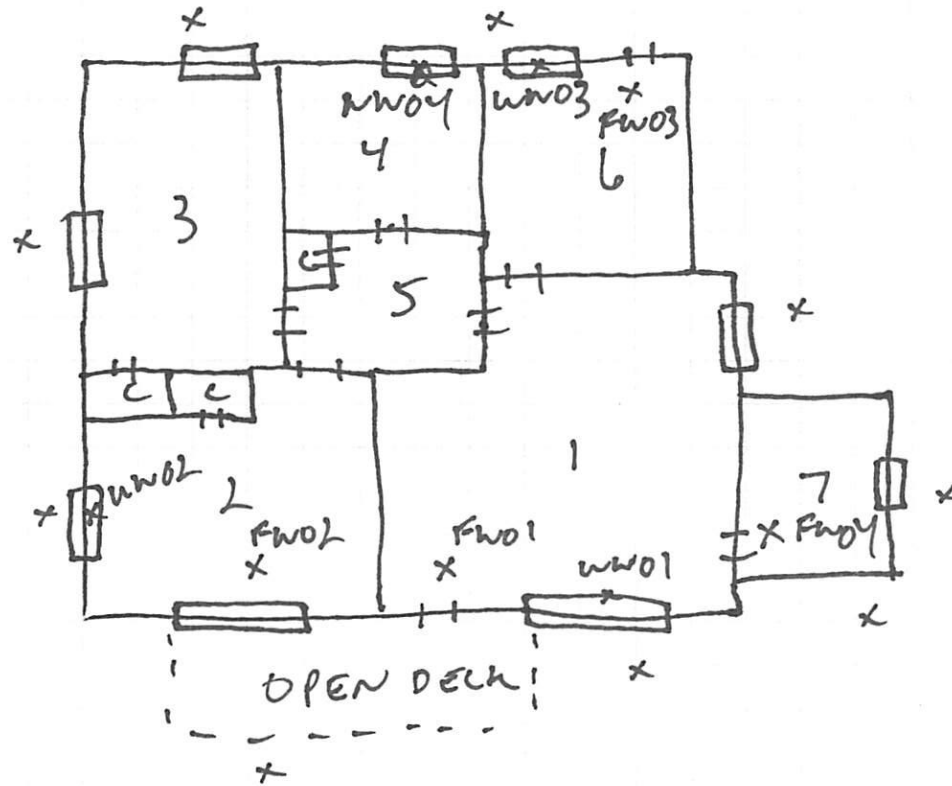
<p>Room 7 – Side A through Side D and Ceiling – green wood ceiling, crown moldings, and ceiling support beams (former exterior components)</p>	<p>Remove crown moldings and properly dispose. Cover ceiling and ceiling support beams with Tyvek and wallboard. Tape the joints, apply three coats of joint compound, and sand to a smooth paint ready surface. The contractor is responsible for choosing products and processes that insure a durable finished product. Apply top coat with two coats of low VOC acrylic latex paint. Use flat or eggshell sheens (owner’s choice of color).</p> <p>Materials and work shall comply with the Construction Specifications.</p>			
<p>Throughout – elevated lead dust levels</p>	<p>Complete specialized cleaning throughout house.</p>			

<p>All contractor 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