



## Addendum 1

### Invitation to Bid HNS 24-17

**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>2329 Dundeen St</b>		<b>TLC by CLT</b> <b>Washington Heights Neighborhood</b>
<b>Bid Walk: 11/9/2023 at 1:00 pm (THURSDAY)</b>		
<b>Bid Opening: 11/17/2023 at 5:00 pm (FRIDAY)</b>		
Client Name: Evelyn Jordan		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.**

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



**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **2329 Dundeen St** 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: 10/25/2023 Number of Pages: 12

Addenda # 1 Dated: 11/9/2023 Number of Pages: 12

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) 620-9090 cell  
[elizabeth.lamy@charlottenc.gov](mailto:elizabeth.lamy@charlottenc.gov)

HOUSING & NEIGHBORHOOD  
SERVICES

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

# Work Specification

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

## Property Details

Address: 2329 Dundeen St  
Charlotte, NC 28216

Owner: Evelyn Jordan

Owner Phone: Cell: (704) 852-2660

Structure Type:

Program(s): Targeted WH  
SIP Trees (Washington Heights)

Square Feet:

Year Built:

Property Value:

Tax Parcel:

Census Tract:

Property Zone:

## Troubleshoot and Repair Electrical Circuit

### ATTIC

Troubleshoot malfunctioning circuit, replace any defective or damaged wiring, devices, and equipment and restore the circuit to safe and proper operation per all requirements of the Electrical Code to remedy inoperable light fixture in attic.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Easy Access Shower Package

## BATHROOM

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.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## 17" Height Commode Replace

## BATHROOM

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

# Work Specification

## Prep & Paint Room Semi Gloss

### BATHROOM

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 SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Bath Exhaust Fan/Combination Light Fixture

### BATHROOM

Replace existing fan with a ceiling or through-the-wall, exterior ducted, vent fan with damper with combination light fixture. Include power and switch wiring using #14 copper Romex. Repair any tear out.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Re-finish Existing Vanity Cabinet

### BATHROOM

Prep and re-paint existing vanity cabinet. Owner's choice of oil paint followed by polyurethane, or a stain and polyurethane finish. Replace/install all knobs and hardware.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Register Cover Install

### BATHROOM

Install/replace appropriately sized floor return air diffuser with latch-controlled single damper.

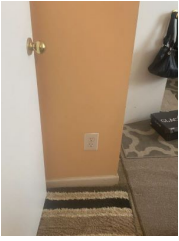
Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Troubleshoot and Repair Electrical Circuit

### BEDROOM - MASTER

Troubleshoot malfunctioning circuit, replace any defective or damaged wiring, devices, and equipment and restore the circuit to safe and proper operation per all requirements of the Electrical Code.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Ceiling Fan with Light Kit - Front Porch

### EXTERIOR

### Exterior

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, LED light fixture with shade and lamps. Include ceiling fan mounting box. New fan is to be Energy Star rated.

\*\*\*Fan and light kit to be rated for exterior/damp location.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Crawl Space Door

### EXTERIOR

### Exterior

Prep and paint crawl space door and frame. 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.

\*\*\*Work shall also include replacement of hasp lock.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Vinyl Siding - Repair

### EXTERIOR

### Exterior

Repair/re-secure loose vinyl siding. Work also includes replacing damaged pieces to match existing style and color as close as possible.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Tear Off & Reroof Shingles

EXTERIOR

Exterior

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.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## 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.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Exterior Doors

EXTERIOR

Prep and paint all exterior doors on both sides. 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. Owner's 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

## 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



# Work Specification

## All Contractor's Project Requirements

## GENERAL REQUIREMENTS

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

### Cold Air Return Grill

### HALL

Replace grill with new capable of containing it's own filter.

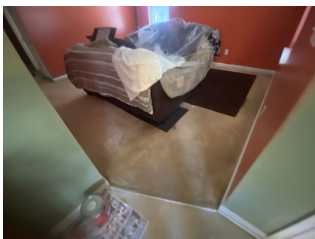


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

### Resilient Flooring - Entire House

### INTERIOR

Install 25 year warranted 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.



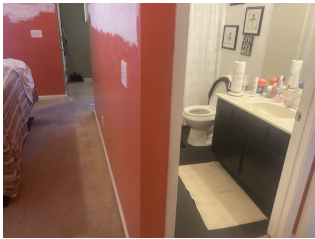
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Prep & Paint Semi Gloss - Select Areas

### INTERIOR

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 SEMI-GLOSS latex. Painting shall include all trim (baseboards, door and window frames in all interior areas currently painted CORAL, and both sides of all interior doors). Trim is to be painted white semi-gloss. Any overage of white paint on coral surfaces or otherwise damaged paint surface to be touched up with matching finish coral-colored paint. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Repair, Prep & Paint Ceiling - Select Areas

### INTERIOR

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.

\*\*\*Ceiling to be painted in kitchen, dining area, living room and hall (everywhere where ceiling is continuous). Properly terminate any electrical to existing kitchen exhaust fan, remove fan and patch up hole with new drywall.

\*\*\*Work also includes repair of settling crack near dining room/living room transition.

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.



Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Cabinets Wall

## KITCHEN

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.



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

## Counter Tops Replace

## KITCHEN

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.



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

## Double Bowl Sink Complete

## KITCHEN

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

## Range Hood Exterior Vented

## KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.



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

# Work Specification

## Prep & Paint Room - Select Area

## 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 of low VOC acrylic latex - color and finish to match existing. Painting shall include areas affected by replacement of cabinets and countertop ONLY and any associated trim. The entire outside wall of the kitchen (wall with kitchen sink installed) shall be re-painted, end to end. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



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

## Certification

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

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

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

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