



Invitation to Bid HNS 24-32

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: 1015 Penrose Lane, Charlotte, NC 28217	
Bid Walk: 6/12/2024 @ 10am	
Bid Opening: 6/19/2024 @2pm	
Client Name: Brenda McKnight	
Project Manager: Daniel Edwards	Contact Number: 980-214-4133

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 980-214-4133

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 1015 Penrose Lane Charlotte, NC 28217 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: _____

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.

Mikel Taylor
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) 336-4115
Fax: (704) 632-8575



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

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

Property Details

Address:	1015 Penrose Lane Charlotte, NC	Owner:	Brenda McKnight
Structure Type:		Owner Phone:	Cell: (704) 523-9807
Square Feet:		Program(s):	Healthy Homes Tested- NO LEAD Safe Home FY 2023
Year Built:			
Property Value:			
Tax Parcel:			
Census Tract:			
Property Zone:			

Repairs

<u>Description</u>	<u>Floor</u>	<u>Room</u>	<u>Exterior</u>
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Single Family Rehabilitation

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

Replumb Supply Lines

Remove all existing water supply lines. Install new PEX supply lines to code to service one 3-piece bath, kitchen and laundry area. Insulate exposed hot and cold water lines, installed to code. Repair any wall or ceiling tear out required to install system.

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

Work Specification

Demo and Rebuild Bathroom - Complete

Completely demo the existing bathroom. Remove all plumbing and electrical fixtures, doors and trim, and ceiling, wall, and floor coverings to the framing. Repair or replace all framing as necessary to meet the requirements of the Construction Specifications and the Building Code.

Rebuild the bathroom complete with all the following features:

- *floor, wall, and ceiling insulation at locations required by the Construction Specifications
- *ceiling mounted fan vented through the roof
- *switched light fixture over the vanity
- *GFCI outlet per Code
- *4 piece fiberglass tub and surround
- *drywall and finish walls and ceiling
- *vinyl sheet goods flooring over 1/4" underlayment
- *prehung six panel door and hardware
- *baseboard and shoe mold at standard locations
- * Remove commode and replace with 1.6 gpf commode
- *Replace with similar vanity -cultured marble top and single handle faucet
- *Remove and replace shower head and shower valve
- *3 piece bath hardware set (towel bar, paper holder, and towel ring)
- *mirror over vanity
- *walls and ceiling painted semi-gloss per Construction Specifications.

All materials and construction methods shall meet the requirements of the relevant Construction Specifications and the NC Codes.

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

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.

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

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.

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

Work Specification

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.

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

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.

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

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.

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

Replumb Waste Lines & Vents

Remove all drain, waste and wet vent lines to code legal dump. Install schedule 40 PVC to service one 3-piece bath, kitchen and laundry area from the roof vent pipe/pipes thru the foundation wall to include a main clean out outside of house and any interior clean outs required, installed to code. Repair any wall or ceiling tear out required to install system.

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

Light Fixtures Replaced

Two bedrooms on left of

In the two bedrooms on the left of the hallway; replace or install a ceiling mounted 2 bulb UL approved, LED light fixture with shade.

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

Work Specification

INTERLOCKING VINYL PLANK FLOORING

Kitchen

Install waterproof interlocking vinyl plank flooring in the kitchen. 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.

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

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.

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

KITCHEN COUNTERTOPS

Kitchen

In the kitchen 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.

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

Work Specification

Wooden Porch Frame Columns

Remove and Replace all four columns and paint white with an exterior graded paint.

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

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.

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

Subfloor Repair

Living Room Closet

Remove damaged subflooring as needed in the living room closet and the entirety of the bathroom. Replace with underlayment grade plywood to match level of existing flooring (CDX grade if new underlayment is required for entire room. 23/32" Advantech tongue and groove subflooring is also acceptable. USE LVP flooring from kitchen in this closet.

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

Miscellaneous Plumbing Scope

Cap supply and drain lines to dishwasher as a cabinet will be replacing it.

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

Electrical - Misc - Dishwasher

Eliminate wiring to dishwasher and cover existing wall plate.

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

Register Cover Replacement

Replace and install new baseboard/floor air registers in the kitchen.

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

Work Specification

Ceiling Repair

Living Room

Repair ceiling finish in living room. 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

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____