



Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **1101 Trembeth 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: 9/24/2024

Number of Pages: **6 pgs (3 work write up, 2 lead scope, 1 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

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



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
- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:

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SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Scope of Work
- Addenda Acknowledgement
- Itemized Work Sheet
- Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

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

Work Specification

Response Due: 9/24/2024

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

Property Details

Address:	1101 Trembeth Dr. Charlotte, NC 28205	Owner:	Marilyn Springs
Structure Type:	Single Unit	Owner Phone:	Home: (704) 307-1018
Square Feet:	1288	Program(s):	Tested- HAS LEAD SHFY 22 Rehab LeadSafe 2023 Healthy Homes LBP 2023
Year Built:	1948		
Property Value:	55600		
Tax Parcel:	09103101		
Census Tract:			
Property Zone:	Council District 1		

Repairs

Description

Floor

Room

Exterior

Wood Floor Refinish

Remove any tack strips, shoe or 1/4 round moldings. Replace any deteriorated planks. Drum and edge sand all floor surfaces. Fill all nail holes and minor voids. Vacuum and tack rag room. Apply a sealer for soft woods, apply owner's selection of stain and two coats of oil based polyurethane varnish. Include all moving of furniture.

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

Prep & Paint Room Semi Gloss

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

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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.

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

Ceiling Replace

Remove existing ceiling covering, replace any deteriorated framing. Install 1/2" drywall to Code. Tape. Add 3 coats of compound and sand smooth.

Remove drop ceiling and make new ceiling smooth. You can cover with 1/2 sheet rock or just make existing smooth then paint to match existing color.

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

Cabinets Base

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.

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

Counter Tops Replace

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.

MATCH existing COUNTERTOP

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

Ceiling Fan with Light Kit

Install a 42" 3 speed flush mounted ceiling fan with a minimum 3 bulb UL approved, LED light fixture with shade and lamps. Include ceiling fan mounting box. New fan is to be Energy Star rated.

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

Work Specification

Handrail Install

Install handrail for interior stairs on one side of the stairwell to Code.

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

Prehung Metal Door Entrance

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.

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

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.

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

Cabinets Wall

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

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

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

Scope of Work for Lead Hazard Control

Address: 1101Trembeth Drive

Date: 9/24/2024

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				
Contractor Requirement	<p>The contractor is responsible for all project requirements, including but not limited to:</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>			
Side A Entry – EXPOSED, white wood ceiling support beams (bottom areas adjacent to newest support columns)				
Side A and Side B Porch – gray concrete floor edge	Scrape loose paint and repaint with epoxy paint			

INTERIOR				
ROOM 1, ROOM 2, ROOM 3 – LEAD DUST HAZARD	Complete specialized cleaning throughout house			

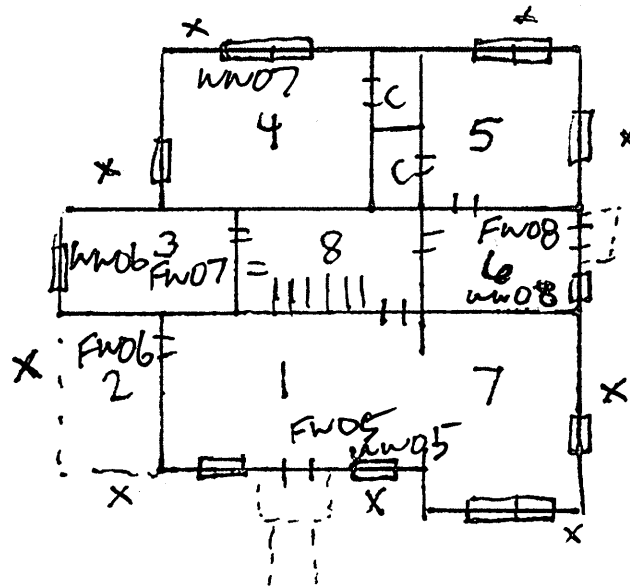
Total Bid for Lead Scope \$



SIDE C

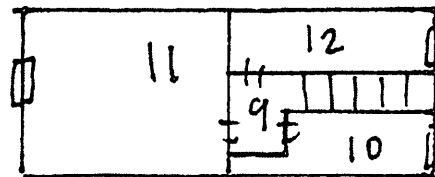
SIDE B

Main
Level



SIDE D

Upper
Level



SIDE A

NOT TO SCALE

Legend

- = Window
- = Door
- X = Soil Sample Location