



## Invitation to Bid      HNS 23-38

**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: 1617 Sugar Creek Rd Charlotte NC 28262	
<b>LEAD / HEALTHY HOME</b>	
Bid Walk: June 15, 2023 @11am	
Bid Opening: June 22 @2pm	
Client Name: Mai Vang	Contact Number:
Project Manager:	Contact Number: 704-622-1685

**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 (cell # 704-622-1685\_).

*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 **1617 Sugar Creek Rd Charlotte NC 28262** 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: 5/29                      Number of Pages: 4 ( 2 lead scope, 1 write up, 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**

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



**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

- 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)

NEIGHBORHOOD & BUSINESS  
SERVICES

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

# Work Specification

Response Due: 5/30/2023

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

## Property Details

Address:	1617 W Sugar Creek Rd Charlotte, NC 28269	Owner:	Mai Vang
Structure Type:		Owner Phone:	(704) 968-5716
Square Feet:		Program(s):	LeadSafe 2019 Healthy Homes LBP 2019
Year Built:	1955		
Property Value:	128200		
Tax Parcel:	04508203		
Census Tract:			
Property Zone:			

## Repairs

<u>Description</u>	<u>Floor</u>	<u>Room</u>	<u>Exterior</u>
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### Lead Based Paint Scope

See attached scope. An allowance to complete the scope of work attached.

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

### Low Slope Roofing

Specification calls for GAF Liberty SBS product or equivalent. Install GAF Liberty GAF SBS self-adhearing base sheet and Liberty SBS self- adhearing cap sheet in accordance with manufacturer's specifications. Include edge metal and flashing as required.

REPAIR DAMAGED SOFFIT ADJACENT TO SECTION 6 & 8 BETWEEN THE 2 WINDOWS

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

## Certification

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

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

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

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

## Scope of Work for Lead Hazard Control

Address\_1617 Sugar Creek

Date\_6/1/2023

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.

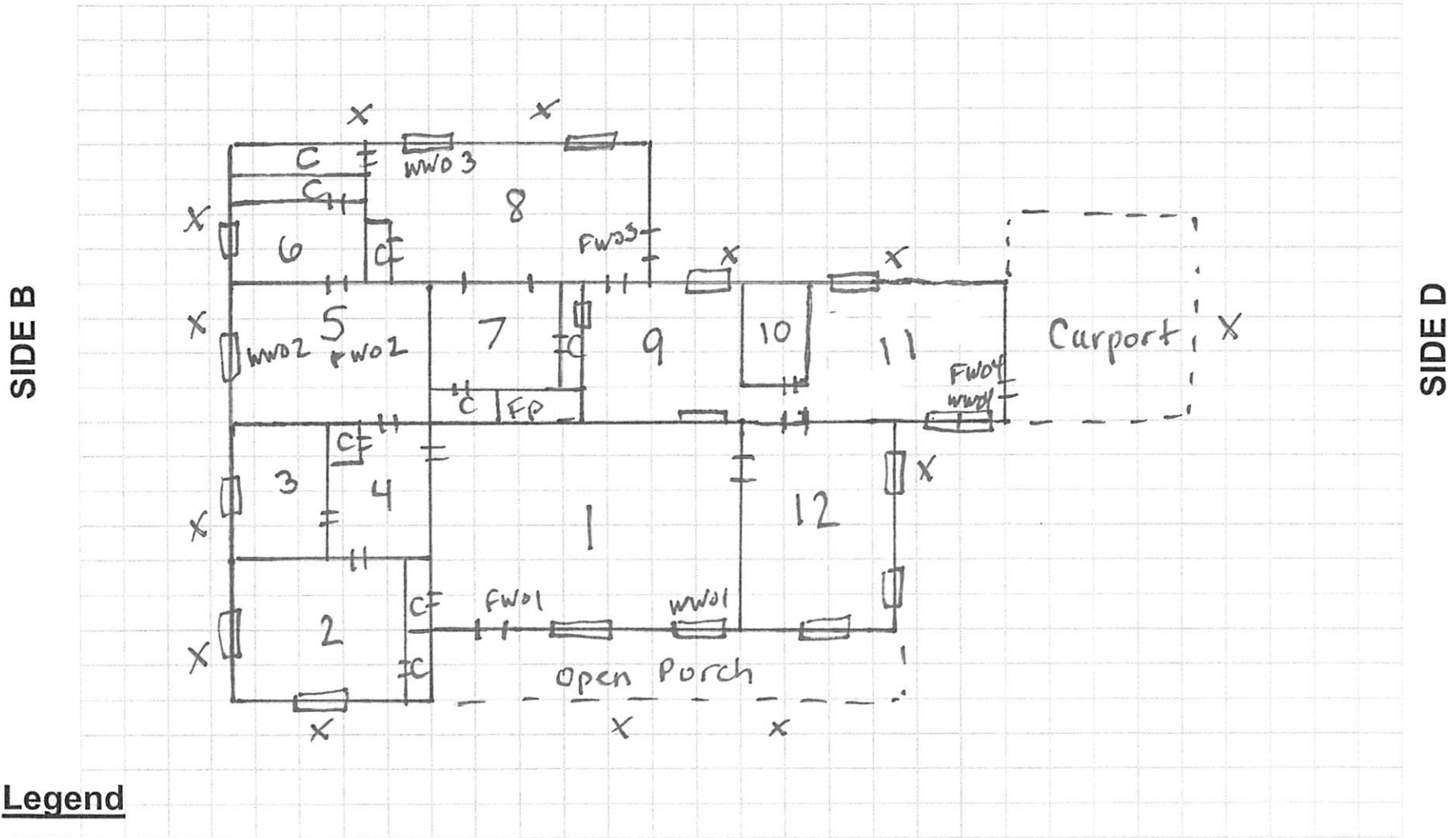
Lead Hazard (from LIRA)	Method of Control and Scope of Work	Number	Unit Cost	Line Item Cost
<p><b>All contractors Requirement</b></p>	<p>The contractor is responsible for all project requirements, including but not limited to:</p> <p>All activities required by the City’s COVID-19 Precautions for Residential 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>			

<p><b>Side A Through Side D- white aluminum covered fascia and white wood soffits and crown molding ON MAIN HOUSE (these components which exist outside of room 6 and room 8 are not coated with lead-based paint)</b></p>	<ol style="list-style-type: none"> <li><b>1. Remove aluminum fascia and white wood soffit and dispose of properly. Cover with Tyvek, then replace fascia with approved aluminum. WITH THE EXISTING SOFFIT CUT IN VENTS TO ALLOW FOR MAX VENTILATION PER BUILDING CODE</b></li> <li><b>2. REMOVE AND DISPOSE EXISTING GUTTERS TO ALLOW WORK TO BE PERFORMED. PLACE NEW GUTTERS ONLY IN AREAS WHERE GUTTERS WERE REMOVED</b></li> </ol>			
<p><b>Side A Porch- white wood crown moldings, support beams and trim boards and white metal ceiling support columns</b></p>	<ol style="list-style-type: none"> <li><b>1. Replace ceiling support columns with 4x6 pressure treated post. Remove crown moldings and cover remaining Components with Tyvek and aluminum or vinyl</b></li> </ol>			
<p><b>Window A1, Window A2 Window Set A4 and Window set A5 White frames and sashes</b></p>	<ol style="list-style-type: none"> <li><b>1. Remove existing windows and install Energy Star rated vinyl replacement windows</b></li> </ol>			

**Total Bid for Lead Scope ~~\$0.00~~ \_\_\_\_\_**



**SIDE C**



**Legend**

-  = Window
-  = Door
-  = Soil Sample Location

**SIDE A**

**NOT TO SCALE**