



Invitation to Bid HNS 24-15

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: 2825 Remington St.	
Bid Walk: 10/24/2023 @ 10am	
Bid Opening: 10/31/2023 @2pm	
Client Name: Ethel McNair	
Project Manager: Chris Lominick	Contact Number: 704-589-6006

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 704-589-6006

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 **2825 Remington St.** 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:	2825 Remington St. Charlotte, NC 28216	Owner:	Ethel McNair
Structure Type:	Single Unit	Owner Phone:	Home: (704) 392-5219
Square Feet:	999	Program(s):	SHFY 22 Rehab
Year Built:	1962		
Property Value:	91300		
Tax Parcel:	06909446		
Census Tract:			
Property Zone:			

Repairs

Description

Floor

Room

Exterior

All Contractor's Project Requirements

The contractor is responsible for all project requirements, including but not limited to:

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: _____ X _____ = _____
Base Quantity Total Cost

Exterminate Termites

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

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.

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

INTERIOR DOOR ADJUSTMENT

Bedroom - Right Rear -

Adjust door as necessary to open and close freely without binding on the frame and door latches and locks easily.

Touch up paint where work has damaged the paint.

*Trim the bottom the door for clearance.

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

INTERIOR DOOR ADJUSTMENT

Bedroom middle

Adjust door as necessary to open and close freely without binding on the frame and door latches and locks easily.

Touch up paint where work has damaged the paint.

*Trim bottom of door for clearance

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

INTERIOR DOOR ADJUSTMENT

Living Room

Adjust door as necessary to open and close freely without binding on the frame and door latches and locks easily.

Touch up paint where work has damaged the paint.

*Trim bottom of closet door for clearance

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

Subfloor Repair

Bathroom

Remove damaged subflooring as needed. 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. Removal and re-installation of existing toilet shall be included.

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

Work Specification

Resilient Flooring

Bathroom

Remove and dispose of existing tile flooring. Prepare subfloor and 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.

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

REPAIR DRYWALL AND PAINT ENTIRE ROOM

Bathroom

Remove all wallpaper.
Repair drywall around shower surround.
Patch and repair minor defects in drywall and skim coat walls as necessary.

Remove or cover hardware, fixtures, furniture, accessories, and other room contents that are not to be painted.

Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Repair any remaining defects in surfaces as necessary to produce smooth paint ready surfaces.

Prime all materials with a stain killing primer.
See attached asbestos scope

Top coat with two coats of low VOC semi-gloss acrylic latex paint.

Surfaces to be painted include all walls, ceiling, trim, and doors. Interiors of closet are not included. Ceilings shall be painted the owner's choice of ceiling white or the selected wall color.

Replace or uncover hardware, fixtures, furniture, accessories, and other room contents.

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

Prep & Paint Ceiling

Hallway

Spot paint stain in ceiling to blend with existing color

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

Work Specification

PAINT ENTIRE ROOM

Hallway

Remove or cover hardware, fixtures, furniture, accessories, and other room contents that are not to be painted.

Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Repair any remaining defects in surfaces as necessary to produce smooth paint ready surfaces.

Prime all materials with a stain killing primer.

Top coat with two coats of low VOC flat acrylic latex paint.

Surfaces to be painted include all walls, ceiling, trim, and doors. Interiors of closet are not included unless so specified. Ceilings shall be painted the owner's choice of ceiling white or the selected wall color.

Replace or uncover hardware, fixtures, furniture, accessories, and other room contents.

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

PAINT ENTIRE ROOM

Laundry Room

Remove or cover hardware, fixtures, furniture, accessories, and other room contents that are not to be painted.

Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Repair any remaining defects in surfaces as necessary to produce smooth paint ready surfaces.

Prime all materials with a stain killing primer.

Top coat with two coats of low VOC acrylic latex paint. Use semi-gloss paint.

Surfaces to be painted include all walls, ceiling, trim, and doors. Ceilings shall be painted the owner's choice of ceiling white or the selected wall color.

Replace or uncover hardware, fixtures, furniture, accessories, and other room contents.

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

Prehung Metal Door Entrance

Exterior Rear

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 removing/re-installing existing storm door, repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.

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

Work Specification

Crawl Space Access Door

Crawl Space

Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp.

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

CLEAN CRAWL SPACE AND INSTALL VAPOR BARRIER

Crawl Space

Remove all debris and home owner possessions from the crawl space and dispose of properly.

Install a 6 mil poly vapor barrier on ground in crawl space to cover 100% of the ground.

Poly shall be cut tightly and neatly around piers and against the perimeter walls.

Overlap seams by 2'. Secure all edges and joints with landscape staples every 3'.

NOTE: The installation will be inspected by the rehab specialist!

Bare area to left of concrete pad at crawl entrance only.

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

Insulate Floor R-19

Crawl Space

Install R-19 Kraft faced batt fiberglass insulation to floor where missing. Vapor barrier must face heated space. Use strong wire, "tiger teeth" or mesh to hold insulation in place.

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

Handrails

Front Porch

Scrape prep and paint handrails

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

Concrete Slab Sealing

Front Porch

Remove existing outdoor carpet, dirt and debris from concrete surface and steps. Also remove any grease, oil, mastic or paint with appropriate tools and/or chemicals as necessary. Mop concrete surface with floor cleaner and water, and use shop vacuum to clean up any remaining water and debris. Fill any pitting or cracks with concrete repair sealant and smooth and allow to dry following manufacturer's instructions. Apply two coats of concrete sealer and ensure a smooth and even application. Follow manufacturer's instructions in regard to application technique and drying times in between coats of sealer.

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

Work Specification

Concrete Slab Sealing

Laundry Room

Thoroughly remove dirt and debris from concrete surface. Also remove any grease, oil, mastic or paint with appropriate tools and/or chemicals as necessary. Mop concrete surface with floor cleaner and water, and use shop vacuum to clean up any remaining water and debris. Fill any pitting or cracks with concrete repair sealant and smooth and allow to dry following manufacturer's instructions. Apply two coats of concrete sealer and ensure a smooth and even application. Follow manufacturer's instructions in regard to application technique and drying times in between coats of sealer.

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

Grab Bar

Laundry Room

Install 1 1/2" diameter S/S Grab Bar on wall to right of door entering into kitchen from laundry room (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations.

See attached asbestos scope

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

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.

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

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.

See attached asbestos scope

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

Work Specification

REPLACE RECEPTACLES, SWITCHES AND COVERPLATES

Building Systems

Replace all existing receptacles, switches, and cover plates throughout the entire house.

Replace all two prong receptacles with three prong receptacles.

Install GFCI breakers on all two wire receptacle circuits.

Install GFCI/AFCI breakers on all bedroom receptacle circuits.

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.

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

Light Fixture Exterior

Front Porch

Replace existing fixture with a UL approved, motion activated LED light fixture.

Fixture should be low profile to avoid contact with storm door.

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

BATH FAN

Bathroom

Install a switched ceiling mounted Energy Star rated exhaust fan in the ceiling. Fan shall be quieter than 2 sones and shall move air at 100 cfm.

Proper installation of metal vent and roof or wall cap/damper assembly is included.

Installation of all necessary wiring for fan and switch is included. Switch shall be flush mounted near the door.

All materials and work shall comply with the Electrical and Mechanical Codes.

Repair all ceiling and wall damage caused by the installation.

See attached asbestos scope

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

Work Specification

SENIOR 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.

See attached asbestos scope

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

VANITY WITH CULTURED MARBLE TOP

Bathroom

Remove old vanity and dispose of properly.

Install a new vanity cabinet comparable in size to existing vanity complete with marble-lite top with preformed sink.

Install single handle metal faucet with P- trap and drain lines to the wall, pop-up drain plug, supply lines, full port ball type shut-off valves & escutcheon plates.

All materials and workmanship shall meet the requirements of the NC Plumbing Code and the Construction Specifications.

See attached asbestos scope

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

Kitchen Faucet

Kitchen

Replace kitchen faucet with new single lever faucet that complies with the Construction Standards. Installation includes replacement of drain lines to the horizontal branch line and shall comply with Plumbing Code.

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

Work Specification

Certification

Contractor Name: _____

Total Cost: _____

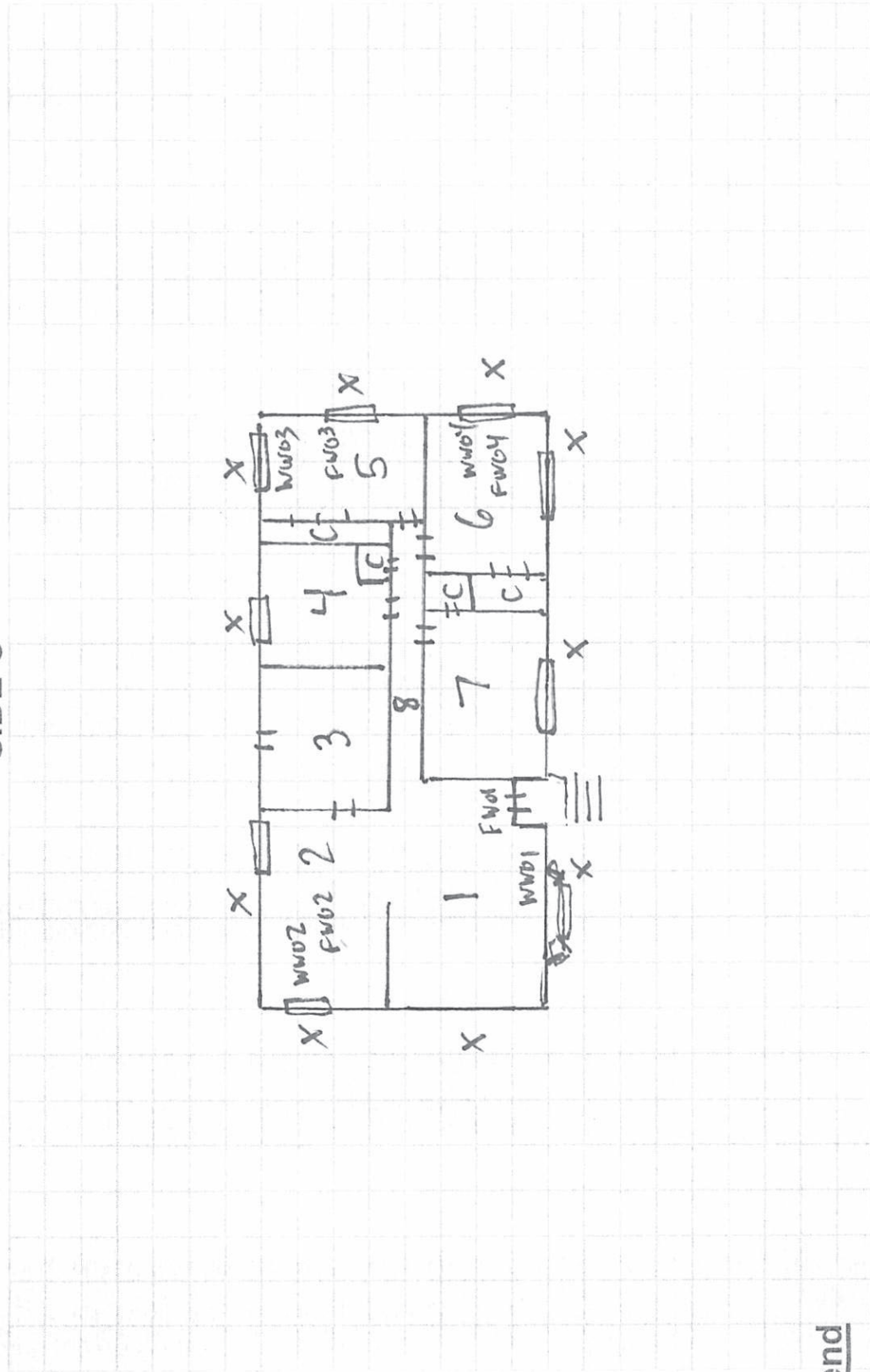
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Date: _____

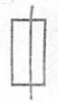

SIDE B

SIDE C

SIDE D



Legend

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

SIDE A

NOT TO SCALE

Scope of Work for Asbestos Hazard Control

Address 2825 Remington St.

Date 9/26/23

All work disturbing asbestos containing materials (ACM) must be performed in compliance with all applicable federal, state, and local regulations. Work in the rehab scope that reasonably can be anticipated to disturb ACM is listed below. **The contractor is responsible for identifying all activities that disturb ACM and for the proper removal and disposal of all ACM disturbed while working on this project.**

If all disturbed ACM materials will fit into one asbestos waste or glove bag, contractor's workers who are properly trained under OSHA Construction Standard Asbestos Regulations 29 CFR 1926.1101 may remove and dispose of the ACM using safe work practices.

If all disturbed ACM materials will not fit into one asbestos waste or glove bag, or if workers are not properly trained, the contractor shall hire a state certified asbestos abatement firm to remove and dispose of the disturbed ACM materials.

Provide a separate price for each line item and add the total of line items at the end of the scope. Transfer the asbestos scope total to the asbestos control line item in the main scope of work.

Asbestos Hazard (from asbestos report)	Work activities that will or may disturb identified Asbestos Containing Material (ACM)	
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<p>Beige joint compound throughout house is asbestos containing material.</p>	<ul style="list-style-type: none"> *Installing smoke and co detectors *Existing shower demolition *Bathroom drywall repair and removal of wallpaper *Demolition of existing vanity *Bath fan installation *Installation of grab bars <p>Work that may disturb ACM includes but may not be limited to:</p> <ul style="list-style-type: none"> *cutting of wall board or ceiling board for any reason *removal and installation of showers and tubs *adding electrical outlets, lights, or smoke detectors *installing washer boxes or dryer vents *installing new air returns *paint prep that removes existing paint <p>If all disturbed ACM materials will fit into one asbestos waste or glove bag, contractor's workers who are properly trained under OSHA Construction Standard Asbestos Regulations 29 CFR 1926.1101 may remove and dispose of the ACM using safe work practices.</p> <p>If all disturbed ACM materials will not fit into one</p>	
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	asbestos waste or glove bag, or if workers are not properly trained, the contractor shall hire a state certified asbestos abatement firm to remove and dispose of the disturbed ACM materials.	

Scope of Work for Lead Hazard Control

Address 2825 Remington St.

Date 8/23/23

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	Line Item Cost
Door C1 – brown metal lintel	Scrape loose paint and re-paint.	
Room 5 – Window C1 and Window D1 – beige vinyl miniblinds (lead contained within the matrix of the vinyl)	Remove miniblinds and complete specialized cleaning of windows and components.	
Room 6 – Window D1 – beige vinyl mini-blind (lead contained within the matrix of the vinyl)	Remove miniblinds and complete specialized cleaning of window and components.	

Total Bid for Lead Scope

\$ _____