



Invitation to Bid HNS 24-30

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: 4620 Kenmont Dr.	
Bid Walk: 03/19/2024 @ 2pm	
Bid Opening: 03/26/2024 @2pm	
Client Name: David Woods	
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 **4620 Kenmont 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: _____ 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.

Chris Lominick
Rehabilitation Specialist/Project Manager
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) 589-6006
christopher.lominick@charlottenc.gov



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

- 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
- Each bid can 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 or bids can be emailed as a pdf directly to the Project Manager listed in the bid package.
- 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



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Work Specification

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

Property Details

Address:	4620 Kenmont Dr. Charlotte, NC 28269	Owner:	David Woods
Structure Type:	Single Unit	Owner Phone:	Home: (980) 307-8830
Square Feet:	1329	Program(s):	Healthy Homes Tested- HAS LEAD SHFY2020
Year Built:	1967		
Property Value:	76700		
Tax Parcel:	04505212		
Census Tract:			
Property Zone:	Council District 4		

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.

$$\text{Bid Cost: } \underline{\hspace{2cm}} \times \underline{\hspace{2cm}} = \underline{\hspace{2cm}}$$

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.

$$\text{Bid Cost: } \underline{\hspace{2cm}} \times \underline{\hspace{2cm}} = \underline{\hspace{2cm}}$$

Base Quantity Total Cost

Exterminate Insects

Exterminate for insects. Include a one year warranty. All extermination shall be performed by a licensed contractor.
* PALMETTO BUGS-WATER BUGS

$$\text{Bid Cost: } \underline{\hspace{2cm}} \times \underline{\hspace{2cm}} = \underline{\hspace{2cm}}$$

Base Quantity Total Cost

Work Specification

All Contractor's Project 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.

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

Resilient Flooring

All except front right bedroom

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. This includes any removal or preparation work of old flooring necessary.

All Rooms Except Right Front Bedroom

DO NOT remove vanity in rear half bathroom

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

Attic Insulation Increase to R-38

Attic

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

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

Vapor Barrier

Crawlspace

Clear crawl space of any stored items and debris. Lay 6 mil poly vapor barrier on ground in crawl space and 6" up foundation walls. Overlap seams by 2' and secure with duct tape.

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

Work Specification

SMOKE AND CARBON MONOXIDE DETECTORS

General

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.

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

Remove and re-install existing toilet

Half Bath in Rear Bedroom

Remove and re-install existing toilet for floor covering installation.

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

Floor System Repair

Hall Bathroom

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists and insulating floor to code.

Subfloor under bath tub has been replaced recently and is not part of this scope of work. Bath tub is to remain in place

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

Remove and Re-install Existing Toilet

Hall Bathroom

Remove and re-install existing toilet for floor repairs.

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

Vanity/ Counter Top/ Sink

Hall Bathroom

Install new vanity cabinet comparable to size of existing, complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates.

Vanity medicine cabinet/mirror to remain. This includes any wall repair/finish work that may be needed after removal of old vanity.

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

Folding Attic Stairs

Hallway

Replace utility folding stairway, after doubling framing at ceiling. Install casing to match trim in room.

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

Work Specification

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.

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

Cabinets Base

Kitchen

Remove existing and 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.

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

KITCHEN COUNTERTOP GFCIs PER CODE

Kitchen

Upgrade existing outlets above kitchen counter tops and install additional outlets as necessary to meet all requirements of the current Electrical Code for counter top outlets.

All outlets shall be flush mounted ground fault circuit interrupted duplex receptacles with cover plates.

Fish wire as necessary and repair all damage to finished surfaces caused by installation.

Owner said that house has aluminum wiring

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

Floor System Repair

Kitchen

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists and insulating floor to code.

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

REPLACE RECEPTACLE WITH GFCI RECEPTACLE

Laundry Closet

Remove the existing receptacle from the outlet box and install a GFCI receptacle in the outlet box with a new cover plate.

Owner said that house has aluminum wiring

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

Work Specification

Exterior Steps Replace

Rear Entry Door

Demo existing deck and replace existing with a 4'x8' landing, steps and stringers to Code. New treads shall be two 2" x 6" spaced 1/2" apart, and have 2" 12" stringers. Wooden handrails should include pickets installed to Code. Entire stair and landing system should be constructed using pressure-treated lumber.

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

Sliding Glass Door

Rear Entry Door

Remove and dispose of existing door, frame and threshold. Install new Energy Star rated pre-hung exterior vinyl siding patio door with screen and locking hardware. Insulate cavity. New casing and shoe molding will match existing. This installation is to include repairing any damaged header, door framing, wall framing, sub-floor, floor joists, band joists, and sill.

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

Aluminum Storm Door

Side Entry

Remove existing storm door and install a new aluminum combination storm and screen door. Complete with self closer and locking hardware.

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

Exterior Steps Replace

Side Entry Door

Exterior

Demo existing wood deck and replace with 4'x8' landing, steps and stringers to Code. New treads shall be two 2" x 6" spaced 1/2" apart, and have 2" 12" stringers. Wooden handrails should include pickets installed to Code. Entire stair system should be constructed using pressure-treated lumber.

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

Prehung Metal Door Entrance

Side Entry and Side Storage

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.

Side Entry and Side Storage

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

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

Scope of Work for Lead Hazard Control

Address

4620 Kenmont Dr.

Date 2/22/24

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
Exterior		
Side A through Side D – white, light brown and brown wood fascias, soffits, crown moldings and trim boards (some rotted wood behind gutters)	Remove gutters and replace rotted wood. Scrape loose paint on wood components, repaint to match existing color and install new gutters and down spouts.	
Interior		
Room 5 – Bath 2 – Window C1 – white vinyl mini-blind (lead contained within the matrix of the vinyl)	Remove and complete specialized cleaning of the window and components.	
Room 7 – Bedroom 2 – Window A1 and Window D1 – white vinyl mini-blinds (lead contained within the matrix of the vinyl)	Remove and complete specialized cleaning of the windows and components.	
Throughout – elevated lead dust levels on windows and components	Complete specialized cleaning of windows and components throughout house.	

Total Bid for Lead Scope



ROY CONSULTING

GROUP CORPORATION

Providing integrated environmental and geotechnical solutions

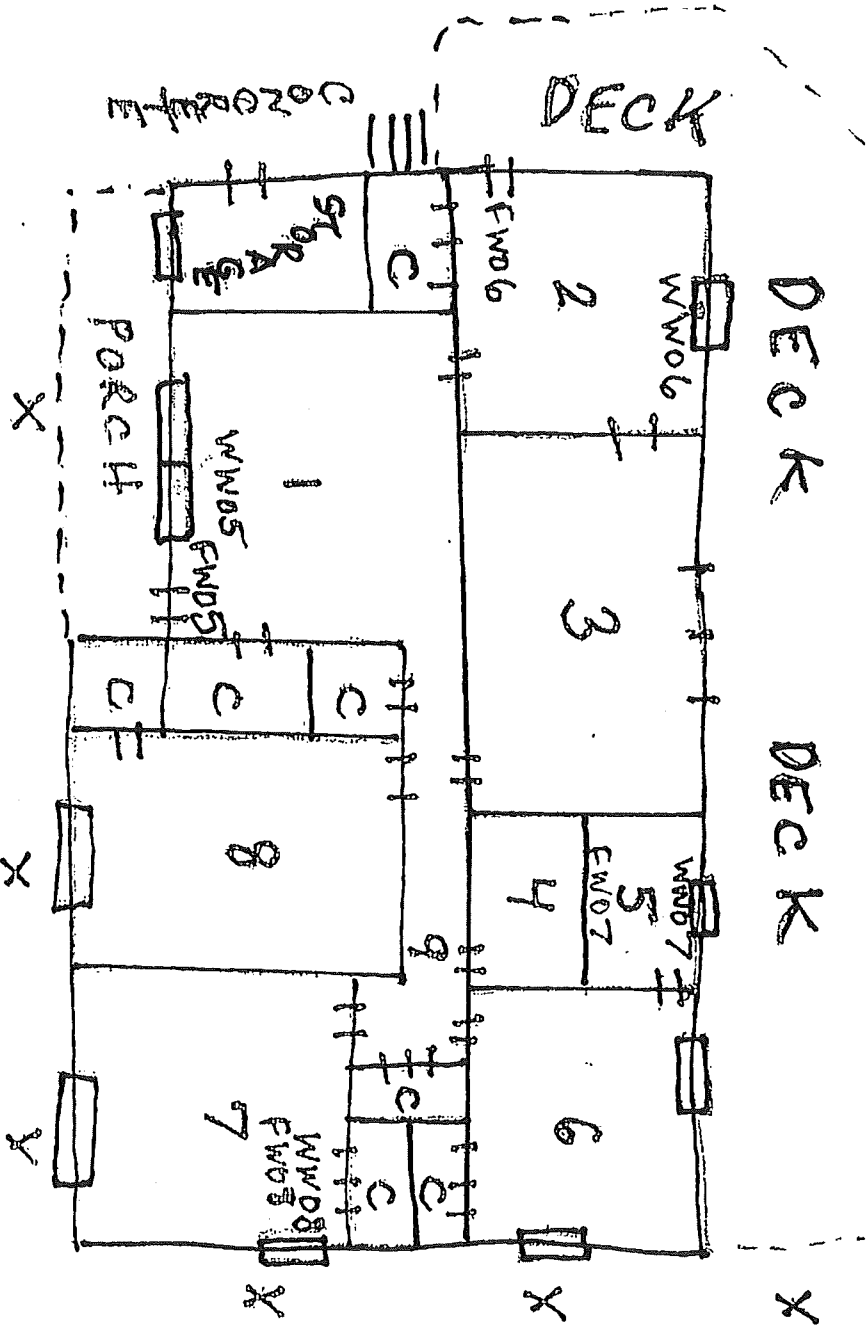
4620 Kenmount Drive

Charlotte, NC 28269

SIDE C

SIDE B

SIDE D



Legend



= WINDOW



= DOOR

SIDE A

NOT TO SCALE

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