



Invitation to Bid HNS 24-19

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: 748 Edge Green Dr Charlotte, NC 28217 SAFE HOME	
Bid Walk: January 4 th , 2024 @ 10am	
Bid Opening: January 11 th , 2024 @ 2pm	
Client Name: Angela White Edwards	Contact Number:
Project Manager: Stephon Blanding	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 # 7046221685).

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 748 Edge Green 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: 11/30/2023

Number of Pages: 4

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
Email: stephon.blanding@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

- 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

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SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Itemized Work Sheet
- Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

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

Work Specification

Response Due: 11/30/2023

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

Property Details

Address:	748 Edge green Dr Charlotte, NC 28217	Owner:	Angela White Edwards
Structure Type:	Single Unit	Owner Phone:	Home: (704) 430-5483
Square Feet:	1000	Program(s):	Healthy Homes LeadSafe 2019 SHFY 22 Rehab LeadSafe 2023
Year Built:	1969		
Property Value:	61400		
Tax Parcel:	16709622		
Census Tract:			
Property Zone:			

Repairs

<u>Description</u>	<u>Floor</u>	<u>Room</u>	<u>Exterior</u>
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Resilient Flooring whole house

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.

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

17" Height Commode Replace bathroom

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

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

Door/Framed Opening Trim Repair 1 flr bedroom

Repair or replace damaged trim surrounding interior door frame or interior cased opening. Paint to match surroundings. Wood trim should be used and should be free from surface defects.

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

Work Specification

Prep & Paint Entire Interior

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 FLAT latex in all habitable rooms and low VOC acrylic SEMI-GLOSS latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

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

Wall Finish Repair

Repair wall finish. Patch drywall or plaster holes in wall greater than one inch. All others use an adhesive mesh and mud over the mesh with the appropriate material. Wet sand smooth.

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

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.

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

HVAC- Install split unit Electric Heat Pump - SEER 14

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

Work Specification

SENIOR EASY ACCESS SHOWER PACKAGE

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.

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

Bi-Fold/Sliding Door

Hang a hollow core, bi-fold or sliding door, including appropriate tracks, all hardware and casing, plumb and centered within the opening. Match existing style and finish.

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

Power Wash Siding

Vinyl Siding & trim. Remove stains and dirt from siding using high pressure water and detergent mix. Adjust pressure to eliminate damage to the wood grain.

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

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.

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

Work Specification

Door Hardware Interior

install door stops for all interior doors

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

PEST CONTROL

Provide owner with a one year service contract with a properly licensed exterminator.

Service shall include initial treatment for all observed insect infestations with quarterly follow up treatments over the course of the contract.

Contract shall also provide for callback treatments between scheduled treatments if an infestation re-appears.

NOTE: Contractor shall inform exterminator that automatic contract renewals are not permitted. Contracts may only be renewed with the express, informed consent of the home owner.

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

Exterior Handrails

Remove existing handrails. Dispose of properly. Re-install handrails to current building code- specified metal or treated lumber. Size & dimensions to code.

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

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____