



Invitation to Bid HNS 23-26

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: 3010 DePaul Ct - Safe Homes	
Bid Walk: December 7, 2023 @ 10:30PM	
Bid Opening: December 14, 2023 @ 2PM	
Client Name: Clarence Powell	Contact Number:
Project Manager: Devin Smith	Contact Number: 704-336-2512

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 704-589-2130

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 3010 DePaul Ct 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: 4.5.2023 Number of Pages: 11 total
(10 page work write-up /1 page cabinet layout)

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.

Devin Smith
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) 336-2512
Cell: (704) 589-2130



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



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- 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

Response Due: 4/5/2023 4:00

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

Property Details

Address:	3010 DePaul Charlotte, NC	Owner:	Clarence Powell
		Owner Phone:	[REDACTED]
Structure Type:	Single Unit	Program(s):	Under Code Enforcement
Square Feet:	1326		Tested- HAS LEAD
Year Built:	1964		LeadSafe 2019
Property Value:	133400		Healthy Homes LBP 2019
Tax Parcel:	06912421		LeadSafe 2019 (10%)
Census Tract:			Habitat LeadSafe MOU Unit
Property Zone:			

Additional Comments

Final scope of work for bidding

Repairs

<u>Description</u>	<u>Floor</u>	<u>Room</u>	<u>Exterior</u>
ALL CONTRACTOR PROJECT REQUIREMENTS	General 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

Work Specification

Remove Partition Wall

Kitchen

Remove the partition wall between the living room and kitchen from the wall between the stairwell and kitchen to the girder truss on the other end of the wall. Install a doubled stud under the girder truss.

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

FIRESTOP CHASE

Hall Closet

Fire stop the floor and ceiling of the chase in the hall closet to meet the requirements of the Residential Code.

Stud up chase to separate it from the closet when drywall is installed.

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

CLOSE WINDOW OPENING (2)

General Requirements

Window over shower.

Window on D side of the house (exterior door side)

Remove the entire window assembly and dispose of properly. Frame up opening so it can be insulated and drywalled as normal on the interior side.

On the exterior, cover the opening with 7/16" OSB. Seal the perimeter with silicone caulk and cover with Tyvek or equal.

Trim out opening with white vinyl J channel and siding or soffit.

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

PLUMBING ROUGH-IN

Rough-in

REFER TO CABINET LAYOUT FOR LOCATION OF KITCHEN SINK

Repair existing plumbing supply lines and drain lines as necessary to service the fixtures on the main level included in the scope of work and to pass County plumbing rough-in inspection.

Install a flush mount box and waterline for the refrigerator icemaker at the designated refrigerator location.

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

FIBERGLASS TUB WITH SHOWER SURROUND

BATHROOM

Provide and install a 5' white Swan or equivalent 3-piece, fiberglass bathtub and surround. Caulk all seams and penetrations. Include new single handled tub/shower diverter valve and drain/overflow assembly.

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

Work Specification

Grab Bars

BATHROOM

Install 1 1/2" diameter S/S Grab Bars on 3 walls. Include wood blocking in wall. Each bar must hold 300 pounds.

Owners choice of locations.

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

BRICK MASONRY REPAIRS

EXTERIOR

Hire a masonry contractor to

*repair the brick veneer right of the front door so that it is plumb and securely attached to the wall framing.

*repoint the front stoop and stairs, including replacing missing or loose bricks.

Replaced bricks and mortar repairs shall match the existing as close as possible and require prior approval by the City Project Manager.

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

VINYL REPLACEMENT WINDOWS-MAIN LEVEL

MAIN LEVEL

Remove and dispose of existing window units. Field measure, order and install new Energy Star rated vinyl, double glazed LOW- E windows including screens.

Windows in living room and kitchen shall be single hung units.

Windows in bedrooms shall be picture windows with slider sashes on both sides.

Scope of work includes only the windows in the conditioned main level living space. Other windows are excluded. Window in the basement stairwell is excluded.

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

PREHUNG STEEL ENTRANCE DOOR

Front Door

Remove entire existing door assembly and storm door and dispose of properly. Provide and install new Energy Star rated six panel pre-hung metal exterior door.

Door shall be shimmed to frame at all hinges and above and below locking hardware. One screw in each hinge and the deadbolt screws shall penetrate wall framing.

Install single cylinder dead bolt and lever handled entry set door hardware keyed alike.

Owner's choice of hardware finish.

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

Work Specification

PREHUNG STEEL ENTRANCE DOOR

Kitchen Egress Door

Remove existing door, frame and threshold and dispose of properly. Provide and install new Energy Star rated pre-hung steel exterior door with 9 lite window.

Door shall be shimmed to frame at all hinges and above and below locking hardware. One screw in each hinge and the deadbolt screws shall penetrate wall framing.

Install mortised dead bolt and lever handled door hardware keyed alike and matching front door.

Owner's choice of hardware finish.

Bid Cost:

X

=

Base

Quantity

Total Cost

INSULATE WALLS

MAIN LEVEL

Insulate all exterior walls on main level with R-15 fiberglass insulation and vapor barrier.

All walls where living space meets the stairwell to the basement must be insulated. The stairwell is unheated space.

Pass County insulation inspection.

Bid Cost:

X

=

Base

Quantity

Total Cost

DRYWALL MAIN LEVEL

Main Level

Verify all wall and ceiling surfaces are flat enough to achieve a quality finished drywall product. Correct any framing deficiencies necessary to achieve a quality, professional installation.

Provide and install 1/2" drywall on the ceiling throughout the main level living area, using screws of the length and at the spacing intervals required by code and manufacturer recommendations.

Caulk or otherwise seal the joints between the ceiling drywall and the exterior wall framing as needed to meet the requirements of the NC Residential Energy Code for new construction.

Provide and install 1/2" drywall on the walls of all rooms and closets in the main level living area, using screws of the length and at the spacing intervals required by code and manufacturer recommendations.

Use moisture resistant drywall in the bathroom.

Apply tape and 3 coats of joint compound to all wallboard and sand to a professional, paint ready finish.

Bid Cost:

X

=

Base

Quantity

Total Cost

Work Specification

INTERIOR DOORS

Interior Doors

Provide and install six panel hollow core primed doors sized to fit the opening at all interior door openings. Door handing for each door will be marked by City Project Manager.

All doors shall be shimmed to the framing at all hinges and above and below the strike plate. Install with finished nails, properly set and puttied.

Door openings over 36" wide require double out swing doors with ball catches and dummy lever handles.

All other doors shall include lever handle sets. Privacy sets for bedrooms and bathroom. Passage sets for all other doors.

Owner's choice of hardware finish.

Bid Cost:

X

=

Base

Quantity

Total Cost

BASEBOARD INSTALL

Main Level throughout

Install 9/16" x 3 1/4" primed wooden baseboards (style-ogee edge) fastened with finished nails, properly set and puttied. Finger-joint material is acceptable.

Scope includes all rooms, including closets, where baseboard is typically installed throughout the conditioned living space on the main level.

Bid Cost:

X

=

Base

Quantity

Total Cost

WINDOW TRIM

Window Trim

Picture frame trim the windows in the main floor living area with 1 1/16" x 2 1/4" primed finger jointed wood casing. Install fastened with finished nails, properly set and puttied.

Bid Cost:

X

=

Base

Quantity

Total Cost

Work Specification

PREP & PAINT MAIN LEVEL INTERIOR

MAIN LEVEL

Prime all unprimed materials.

Apply two coats of low VOC acrylic latex paint. Use a semigloss sheen on all painted surfaces in kitchen and bathroom. In all other rooms, use a flat sheen on walls and ceilings and semigloss on doors and trim.

All paintable surfaces in all rooms, including closets, are to be painted.

Owner's choice of paint colors. Owner may choose up to three different colors for the entire house.

Ceilings shall be ceiling white unless owner chooses to use wall color for ceiling also.

Use drop cloths to protect unpainted surfaces. Clean up all drips, spills, and overspray.

SCOPE INCLUDES PAINTING THE EXTERIOR OF THE TWO EXTERIOR DOORS THE OWNERS CHOICE OF COLOR.

Bid Cost:

X

=

BaseQuantityTotal Cost

CLOSET SHELVEING

Main Level

Provide and install 12" coated wire shelving with integral hanging rod in all closets on main level.

Install support brackets at manufacturer's recommended intervals.

Install shelving at height of 66" unless otherwise directed.

Owner's choice of two closets in hall to be set up with sets of four shelves installed at heights of owner's choice.

Bid Cost:

X

=

BaseQuantityTotal Cost

INTERLOCKING VINYL PLANK FLOORING

KITCHEN

REMOVE EXISTING LAYERS OF FLOOR COVERINGS AND UNDERLAYMENTS AS NECESSARY TO MAKE THE FINISHED INSTALLED FLOOR LEVEL WITH THE LIVING ROOM FLOORING. CLOSE UP THE EXISTING FLOOR VENT.

Provide and install waterproof interlocking vinyl plank flooring. Flooring shall have a minimum 25 year manufacturer's warranty and shall be installed strictly according to manufacturer's specifications.

Contractor is responsible for providing and preparing sub floor as necessary to satisfy manufacturer's installation specifications.

Install suitable matching transition pieces where flooring meets other flooring materials.

Install painted or stained wood quarter-round at all perimeters to complete installation.

Provide home owner choice of three to five pattern selections from program approved manufacturers.

Bid Cost:

X

=

BaseQuantityTotal Cost

Work Specification - City of Charlotte Housing & Neighborhood Services

4/5/2023

6

Work Specification

INTERLOCKING VINYL PLANK FLOORING

BATHROOM

INSTALL ADDITIONAL LAYERS OF SUBFLOORING AND UNDERLAYMENT AS NECESSARY TO MAKE THE FINISHED INSTALLED FLOORING LEVEL WITH THE HALLWAY FLOORING.

Install waterproof interlocking vinyl plank flooring. Flooring shall have a minimum 25 year manufacturer's warranty and shall be installed strictly according to manufacturer's specifications.

Contractor is responsible for preparing sub floor as necessary to satisfy manufacturer's installation specifications.

Install suitable matching transition pieces where flooring meets other flooring materials.

Install painted or stained wood quarter-round at all perimeters to complete installation.

Provide home owner choice of three to five pattern selections from program approved manufacturers.

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

CABINETS-WALL

KITCHEN

Provide and install wall cabinets per the attached kitchen layout. Cabinets to be constructed of solid maple and plywood. No particle board allowed.

See contractor's manual guidelines & specifications for full requirements.

Owners choice of color and style from samples provided by contractor.

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

CABINETS-BASE

KITCHEN

Provide and install base cabinets per the attached kitchen layout. Cabinets to be constructed of solid maple and plywood. No particle board allowed.

See contractor's manual guidelines & specifications for full requirements.

Owners choice of color and style from samples provided by contractor.

NOTE: Back side of peninsula cabinets (facing living room) to be finished out with 1/4" plywood panels matching the cabinet finish.

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

Work Specification

KITCHEN COUNTERTOPS

KITCHEN

NOTE: COUNTERTOPS AT THE PENINSULA CABINETS SHALL OVERHANG THE CABINETS BY 12". INSTALL SUPPORT BRACKETS ON BOTH SIDES AT THE RANGE LOCATION TO SUPPORT THE COUNTERTOP.

Measure cabinets for new tops and order built to size post formed laminate tops from a reputable top shop. Top shop shall apply all end caps and supply side splashes where cabinets end at walls. Top shop shall perform all sink cut outs.

NOTE: Do not buy counter top blanks at big box stores and cut them to size on site.

Where counter top sections join, such as corners, caulk joints and install connectors supplied by the top shop to join the tops together, taking care to maintain a tight and flush transition all along the joint. KEEP ALL JOINTS AT LEAST 4' AWAY FROM SINKS.

Attach counter tops to cabinets with screws front and back at all top ends, both sides of sinks, and at least every 3' in between.

If counter tops do not fit tightly to wall, trim drywall and/or backsplash margin as necessary to maintain a caulkable gap.

Neatly caulk counter tops to adjoining walls with low VOC matching caulk.

Provide owner with a minimum of five pattern choices that coordinate well with the cabinets.

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

DOUBLE VANITY WITH CULTURED MARBLE TOP

BATHROOM

Provide and install a new 66" double vanity cabinet complete with marble-lite top with 2 preformed sinks. Vanity shall include a drawer bank between the sinks.

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

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

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

DOUBLE BOWL SINK COMPLETE

KITCHEN

Provide and install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

Note: Install Stud-i-vent or equal to vent sink drain lines.

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

Work Specification

ATTIC INSULATION

Attic

Use expanding foam to air seal all ceiling penetrations, including plumbing pipes, electrical wiring, venting, and seal along all joints where drywall edges meet framing components.

Install ventilation baffles per the Building Code.

Install insulation depth markers readily visible from the attic access hatch.

Blow in insulation to R-38 value.

Attach insulation certificate to rafter at attic access, positioned to be easily seen.

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

SEAMLESS GUTTERS AND DOWNSPOUTS

FRONT

Install K- type .027 gauge seamless white aluminum gutter to service front and right side of the house roof with sufficient pitch to downspouts. USE GUTTER WEDGES AS NECESSARY TO POSITION GUTTERS CORRECTLY.

Connect to existing drain line at front right corner of house. Install other downspouts as necessary to drain gutters and install splash blocks or corrugated drain lines as necessary to route water away from the foundation.

SCOPE DOES NOT INCLUDE THE REAR AND LEFT SIDE (VIEWED FROM STREET) OF THE HOUSE.

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

EXTERMINATE TERMITES

EXTERIOR

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.

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

RANGE HOOD-EXTERIOR VENTED

PROVIDED BY HOMEOWNER.

INSTALL BY OTHERS

CITY PROJECT MANAGER WILL SCHEDULE THAT WORK WHEN CONTRACTOR NOTIFIES CITY THAT WORK NEEDS TO BE DONE.

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

Work Specification

ELECTRICAL FIXTURES AND TRIMOUT

BY OTHERS

CITY PROJECT MANAGER WILL SCHEDULE THAT WORK WHEN CONTRACTOR NOTIFIES CITY THAT WORK NEEDS TO BE DONE.

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

HVAC TRIM OUT AND START UP

BY OTHERS

CITY PROJECT MANAGER WILL SCHEDULE THAT WORK WHEN CONTRACTOR NOTIFIES CITY THAT WORK NEEDS TO BE DONE.

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

HARDWOOD FLOOR REFINISHING

Main level

Replace any deteriorated or missing flooring.

Drum and edge sand all hardwood 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.

Provide and install shoe molding stained and finished to match in all rooms, including closets.

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

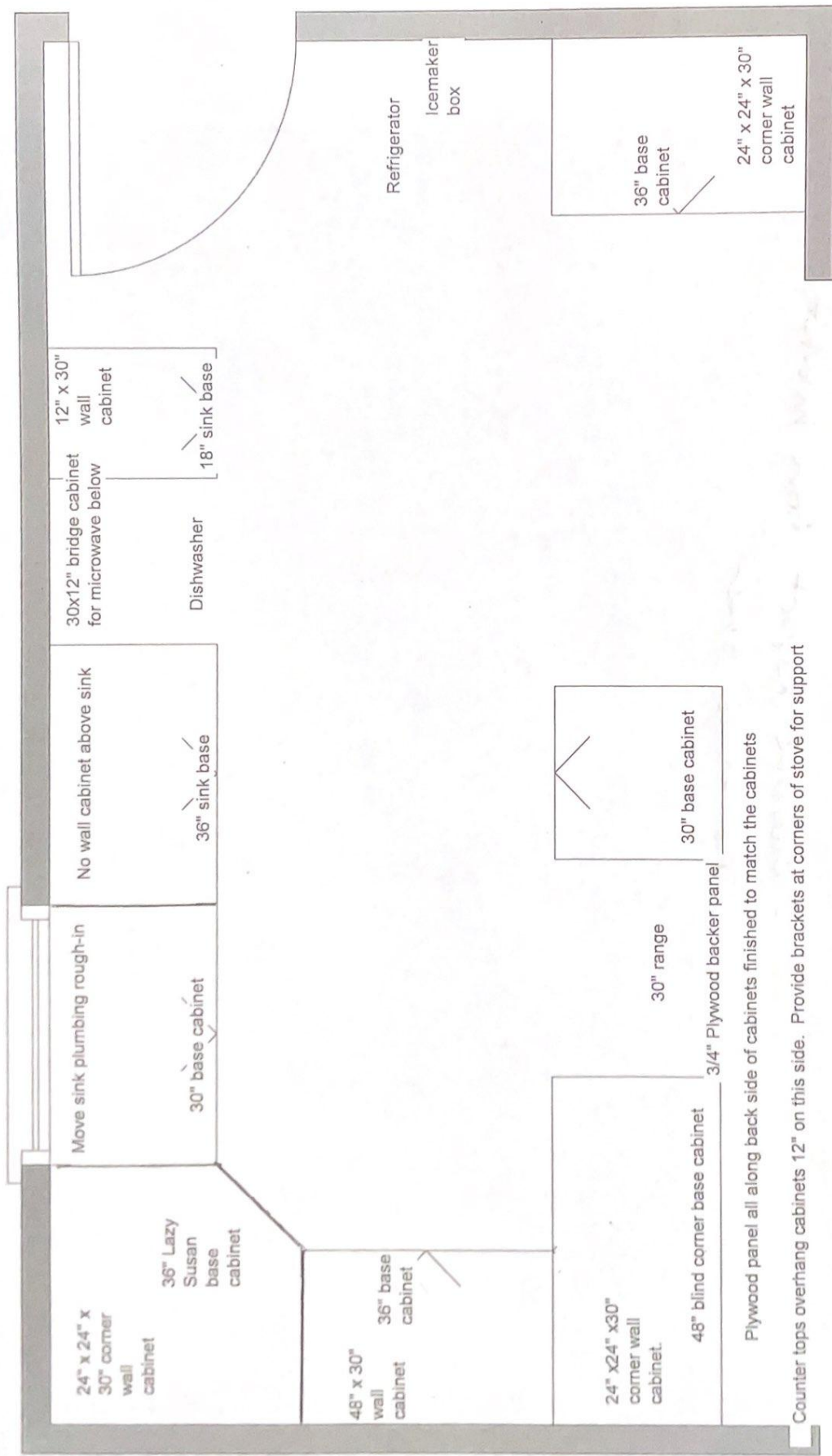
Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____



NOT TO SCALE. DESCRIPTIVE LAYOUT ONLY. FIELD MEASURE ALL ITEMS.