



## Invitation to Bid

**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: (1) 932 STERLING LANE (2) 9131-D SPYGLASS PLACE, (3) 12309 RED HICKORY LANE, & (4) 2115 TRALEE PLACE**

**SAFE HOME CHARLOTTE**

**Bid Walk: 11/08/16 at 9:00 am ( TUESDAY ) STARTING TIME ( 1 OF 4 )**

**Bid Opening: 11/15/16 at 2:00 pm ( TUESDAY )**

Client Name:

Contact Number:

Project Manager: James Mahon

Contact Number: 704-614-6655

**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 James Mahon (cell # 704-614-6655).

*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.**



## Invitation to Bid

### 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: <b>932 STERLING LANE</b>		<b>SAFE HOME CHARLOTTE</b>
Bid Walk:	<b>11/08/16 at 09:00 am ( TUESDAY )</b>	
Bid Opening:	<b>11/15/16 at 2:00 pm ( TUESDAY )</b>	
Client Name:	Contact Number:	
Project Manager: James Mahon	Contact Number: 704-614-6655	

### 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 James Mahon (cell # 704-614-6655).

*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 932 STERLING LANE 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: 10-31-2016

Number of Pages: 6 pages \* ( NO Lead )

Addenda # 1 Dated:

Number of Pages:

Addenda # 2 Dated:

Number of Pages:

**Project Schedule:** *Minimum Start Date - 4 weeks after Bid Due Date*

**Completion Deadline:** January 31 , 2017

***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.

James Mahon  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 432-2321  
Fax: (704) 336-3489



# Work Specification

## GFCI Receptacle 20 AMP

### KITCHEN

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

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

## Door Hardware Exterior

### KITCHEN

Replace entry hardware. Install mortised dead bolt and lever handled door hardware keyed alike. (16.2)

\* Install weather stripping around exterior door.



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

## Permits Required

### GENERAL REQUIREMENTS

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

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

## Portable Toilet

### GENERAL REQUIREMENTS

Provide temporary toilet facilities from job start until approval of permanent facilities.

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

## Exterminate Roaches

### GENERAL REQUIREMENTS

Exterminate for insects. Include a one year warranty. All extermination shall be performed by a licensed contractor. (7.3)

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

## Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

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

## Combination CO2/Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install a hard wired combination carbon monoxide and smoke detector with battery back up. (35.09)

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

# Work Specification

## Attic Insulation Increase to R-38

### GENERAL REQUIREMENTS

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

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

## Gas Pack Service

### GENERAL REQUIREMENTS

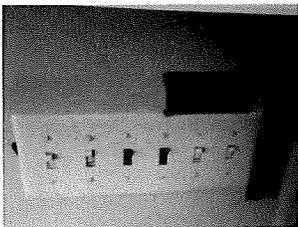
Repair combination AC/furnace unit, minimum 14 SEER design per manual J and Manual D for this home. Unit not servicing proper flow through all ducts.

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

## Replace Receptacles & Switches with Plates

### GENERAL REQUIREMENTS

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This includes any new wire required to install GFCI's in kitchen, bathrooms, laundry and exterior. This also includes any wall or ceiling damage repairs.



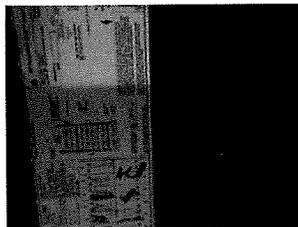
$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

## SPECIAL ELECTRIC

### GENERAL REQUIREMENTS

an allowance to complete the scope of work, including all labor, materials, overhead, taxes, and subcontractor's general requirements.

Replace meter socket, weatherhead, mast, service cable, and ground rod to cable.



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

## Laundry Washer Connection Box

### GENERAL REQUIREMENTS

Install PVC vent pipe through the roof, laundry connection box with hot and cold hose bibbs, and 20 amp outlet on a separate circuit to service a washing machine. (34.19)

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

# Work Specification

## Dryer Vent

### GENERAL REQUIREMENTS

Install 4" rigid aluminum vent tubing from the specified dryer location to a 4" wall mounted dryer vent hood with a back flow preventer and NO screening. Fasteners shall not protrude into the interior of the exhaust duct. Seal all seams in the system with duct mastic or aluminum foil tape, not duct tape. Secure duct and hood to framing. (34.20)

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

## Wood Floor Refinish

### GENERAL REQUIREMENTS

Remove any tack strips, shoe or 1/4 round moldings. Replace any deteriorated planks. Drum and edge sand all 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. Include all moving of furniture. (30.12)



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

## Floor System Repair

### BATHROOM- Master

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.



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

## Commode Replace 1.6 GPF

### BATHROOM- Master

Install a 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.



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

# Work Specification

## Floor System Repair

### Bedroom - Master

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.



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

## Wood Floor Refinish

### Bedroom - Master

Remove any tack strips, shoe or 1/4 round moldings. Replace any deteriorated planks. Drum and edge sand all 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. Include all moving of furniture. (30.12)



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

## Floor System Repair

### LIVING ROOM

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.

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

## Floor System Repair

### BATHROOM - Hall

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.



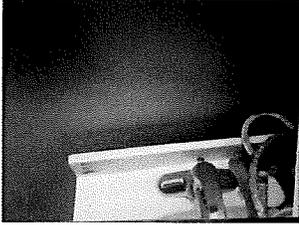
$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Lavatory Faucet

**BATHROOM - Hall**

Replace with new metal faucet, drain with pop-up, P- trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply and drain lines.



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

## Commode Replace 1.6 GPF

**BATHROOM - Hall**

Install a 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.



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

## Bathroom Fixture - Custom Repair

**BATHROOM - Hall**

Remove existing caulk from vanity unit .Replace Vanity unit to proper placement and secure to the wall.Secure top to vanity .Caulk all joints to prevent water penetration.



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

## Remove existing fence. Install new Vinyl to Current

**Exterior**

Remove existing fence panels. Trim down height of panel to 5' requirement and re-Install vinyl clad solid panel fencing to Current Zoning and Building Codes.

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

## Certification

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

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

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

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



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### Bid Walk & Bid Opening:

Project Address: <b>9131-D SPYGLASS PLACE</b>		<b>SAFE HOME CHARLOTTE</b>
Bid Walk: <b>11/08/16 at 10:30 am ( TUESDAY )</b>		
Bid Opening: <b>11/15/16 at 2:00 pm ( TUESDAY )</b>		
Client Name:	Contact Number:	
Project Manager: James Mahon	Contact Number: 704-614-6655	

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**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 9131 -D SPYGLASS PLACE 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: 10-31-2016

Number of Pages: 7 pages \* ( NO Lead )

Addenda # 1 Dated:

Number of Pages:

Addenda # 2 Dated:

Number of Pages:

**Project Schedule:** *Minimum Start Date - 4 weeks after Bid Due Date*

**Completion Deadline:** January 31 , 2017

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



### **Requirements For Bidders**

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600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 432-2321  
Fax: (704) 336-3489



# Work Specification

## Bath Exhaust Fan Replace

## BATHROOM Master

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out. (36.25)

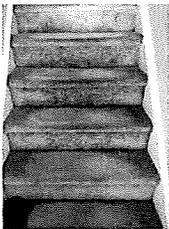


Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

## Stair repairs

## STAIRWAY

Repair stairs to code.

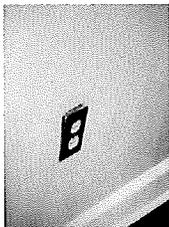


Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

## Replace Receptacles & Switches with Plates as needed

## GENERAL REQUIREMENTS

Ensure all plugs and switches in disrepair, are corrected to code.

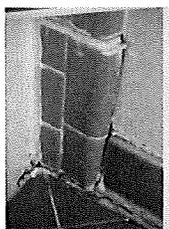


Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

## Floor Tile Repair

## BATHROOM

Identify any loose tile. Using appropriate adhesive, refasten loose floor tile to a clean, dry surface and caulk and grout.



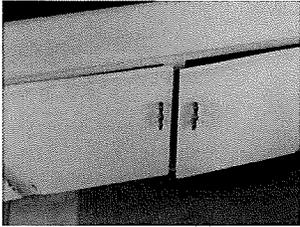
Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

# Work Specification

## Cabinets Base

KITCHEN

Repair base cabinets so all doors and drawers open and close properly.

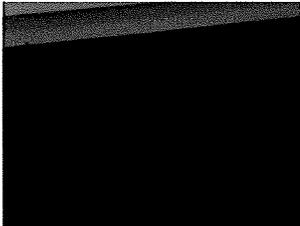


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## GFCI Receptacle 20 AMP

KITCHEN

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.



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

## Light Fixture Replace

KITCHEN

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.

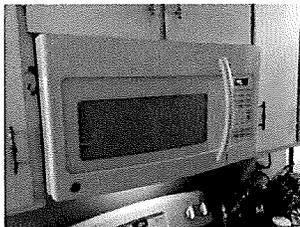


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Range Hood Exterior Vented

KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.



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# Work Specification

## SPECIAL ELECTRIC

## KITCHEN

an allowance to complete the scope of work, including all labor, materials, overhead, taxes, and subcontractor's general requirements.

Install a GFCI outlet to code for this Microwave unit. Remove existing drop cord.



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

## Door Hardware Interior

## KITCHEN

Replace interior door hardware with finish to match existing house hardware.



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

## Laundry Washer Connection Box

## KITCHEN

Install PVC vent pipe through the roof, laundry connection box with hot and cold hose bibbs, and 20 amp outlet on a separate circuit to service a washing machine. (34.19)



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

## Bathtub and Shower Surround 5' Fiberglass

## BATHROOM- Master

Install a 5', white Swan or equivalent 3 piece, fiberglass shower surround. Caulking all seams and penetrations. Include new single handled tub/ shower diverter valve and drain. (34.29)



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

# Work Specification

## Vanity/ Counter Top/ Sink/ Mirror Replace Complete

### BATHROOM- Master

Install new vanity cabinet 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.

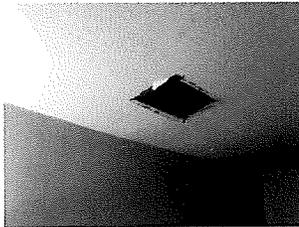


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## Bath Exhaust Fan Replace

### BATHROOM- Master

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out. (36.25)

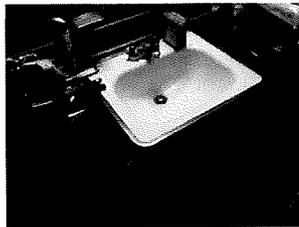


$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

## Vanity/ Counter Top/ Sink/ Mirror Replace Complete

### BATHROOM - Hall

Install new vanity cabinet 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.



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

## Interior Handrails

### DEN/OFFICE/STUDY

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



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

## Permits Required

### GENERAL REQUIREMENTS

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

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

# Work Specification

## Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

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

## Combination CO2/Smoke Detector Hard Wired

### GENERAL REQUIREMENTS

Install a hard wired combination carbon monoxide and smoke detector with battery back up. (35.09)

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

## Water Heater 40 Gallon Electric

### GENERAL REQUIREMENTS

Install a 40 gallon, glass lined, high recovery insulated to R-7, double element, electric water heater with 10 year warranty. Include pressure and temperature relief valve, expansion tank, discharge tube to within 6" of floor or to outside of structure, shut-off valve and electric supply. If it is located on an upper floor or if there is no floor drain, install a catch pan drained to the exterior. Dispose of old water heater appropriately.

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## Replace Receptacles & Switches with Plates

### GENERAL REQUIREMENTS

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This includes any new wire required to install GFCI's in kitchen, bathrooms, laundry and exterior. This also includes any wall or ceiling damage repairs.

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

## SPECIAL ELECTRIC

### GENERAL REQUIREMENTS

an allowance to complete the scope of work, including all labor, materials, overhead, taxes, and subcontractor's general requirements.

Replace meter socket, weatherhead, mast, service cable, and ground rod to cable.

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

## Waste-Line Snake

### GENERAL REQUIREMENTS

Power snake 3 baths & kitchen drains to clear lines for fixtures to main street sewer

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

# Work Specification

Door Hardware Exterior

EXTERIOR

Exterior

Replace entry hardware. Install mortised dead bolt and lever handled door hardware keyed alike. (16.2)

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

## Certification

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

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

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

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



## Invitation to Bid

**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: <b>12309 RED HICKORY LANE</b>		<b>SAFE HOME CHARLOTTE</b>
Bid Walk: <b>11/08/16 at 01:00 pm ( TUESDAY )</b>		
Bid Opening: <b>11/15/16 at 2:00 pm ( TUESDAY )</b>		
Client Name:	Contact Number:	
Project Manager: James Mahon	Contact Number: 704-614-6655	

**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 James Mahon (cell # 704-614-6655).

*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 12309 RED HICKORY LANE 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: 10-31-2016                      Number of Pages: 4 pages \* (NO Lead)

Addenda # 1 Dated:                              Number of Pages:

Addenda # 2 Dated:                              Number of Pages:

**Project Schedule:** *Minimum Start Date - 4 weeks after Bid Due Date*

**Completion Deadline:** JANUARY 31 , 2017

***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.

James Mahon  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 432-2321  
Fax: (704) 336-3489

# SPECS BY LOCATION/TRADE

10/31/2016

Work Write-up/Re-Bid: \_\_\_\_\_  
 Walk-Through Date: \_\_\_\_\_  
 Bid Date: \_\_\_\_\_  
 Initial: \_\_\_\_\_

Case Number: \_\_\_\_\_  
 Construction Specialist: \_\_\_\_\_  
 Phone: \_\_\_\_\_

**Address: 12309 Red Hickory Lane** **Unit: Unit 01**

**Location: 1 - General Requirements** Approx. Wall SF: 0      Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

**Trade: 1      General Requirements**

- |      |  |  |  |  |  |
|------|--|--|--|--|--|
| 36   | <b>PERMITS REQUIRED</b><br>The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.  |  |  |  |  |
| 8305 | <b>EXTERMINATE TERMITES</b><br>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. |  |  |  |  |
| 8315 | <b>EXTERMINATE ROACHES</b><br>Exterminate for roaches. Include a one year warranty. All extermination shall be performed by a licensed subcontractor.  |  |  |  |  |
| 8721 | <b>COMBINATION CO2/SMOKE DETECTOR HARD WIRED</b><br>Install a hard wired combination carbon monoxide and smoke detector with battery backup.   |  |  |  |  |
| 95   | <b>PORTABLE TOILET</b><br>Provide temporary toilet facilities from job start until approval of permanent facilities.   |  |  |  |  |

**Trade: 5      Demolition & Disposal**

- |     |  |  |  |  |  |
|-----|--|--|--|--|--|
| 800 | <b>DUMPSTER/DEBRIS REMOVAL</b><br>After procuring all required permits, place AS MANY roll-off dumpsters without damaging the site as needed. Collect construction debris using dust control methods. Remove dumpsters and repair any evidence of the dumpsters use. Or contractor may haul debris away using dump trailers. |  |  |  |  |
|-----|--|--|--|--|--|

**Trade: 16      Conservation**

- |      |   |  |  |  |  |
|------|---|--|--|--|--|
| 4923 | <b>ATTIC INSULATION INCREASE TO R-38</b><br>Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code. |  |  |  |  |
|------|---|--|--|--|--|

**Trade: 20      HVAC**

- |      |  |  |  |  |  |
|------|--|--|--|--|--|
| 6349 | <b>REPLACE/INSTALL DUCTWORK SYSTEM</b><br>Replace all ductwork and supply mixing box plenum. Ensure system is properly supported from ground (supply, return and flex). Ductwork shall be R-8 and mastic sealed. |  |  |  |  |
|------|--|--|--|--|--|

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 20	HVAC				

Trade: 22 Electric

## 7475 ELECTRIC SERVICE 200 AMP

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, and ground rod and cable. Include replacement of all sub-panels. Caulk all exterior service penetration.

## 7560 RECEPTACLES AND SWITCHES WITH PLATES REPLACE

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This includes GFCI's in kitchen, bathrooms, laundry and exterior.

## 7810 SMOKE DETECTOR HARD WIRED

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and hallway.

Trade: 450 Mechanical

## 6173 GAS PACK MINIMUM 93 AFUE/SEER 14

Install Energy Star rated furnace air conditioner combination unit, minimum 93 AFUE and 14 SEER. Design per Manual J and Manual D for this home. All ductwork to be insulated to R-8. All cabinets, plenum, boots and connections to be mastic sealed. Install new grills and boots.

Bidder: \_\_\_\_\_

Location Total: \_\_\_\_\_

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 5	Demolition & Disposal				

## 755 DEMO PORCH

Demolish entire porch including roof, columns/posts, deck, railing/walls, substructure, lattice and steps and dispose of in code legal dump. Rake yard clean. Patch trim and siding matching as closely as possible in like kind.

(See section RS 8 of contractors handbook)

Trade: 7 Foundation

## 1230 MASONRY--REPOINT

Cut out mortar at least 1/2". Remove all loose material with clear water. Saturate joints with water and repoint in 1/2" lifts using portland cement mortar. Reinstall flashing, tool concave joints and clean brick face.

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
<b>Trade: 10      Carpentry</b>					
2980	<b>VINYL WINDOW</b> Dispose of window units and any security bars. Field measure, order and install new Energy-Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in pvc coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing to include king studs, jack studs etc., sub-floor, floor joists, band joists and sill.				
3185	<b>PREHUNG METAL ENTRANCE DOOR</b> 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 is to include repairing any damaged header, door framing to include studs, sub-floor, floor joists, band joists and sill. Front ,Rear and Side Storage.				
3210	<b>ALUMINUM STORM DOOR</b> Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.				
3463	<b>DEMO EXISTING EXTERIOR DECK</b> Remove existing deck structure and dispose of propoerly. Clean out all debris ,grade level ,seed ,fertilize and straw area.				
3522	<b>HANDRAILS INSTALL</b> Install code approved handrails.				
4760	<b>VINYL SOFFIT AND ALUMINUM FACIA</b> Install vented vinyl soffit to roof edges, ensuring existing soffit is opened up to allow attic ventilation. Install solid vinyl soffit to all gable overhangs. Wrap all facia and wood trim with PVC coated aluminum coil stock.				
<b>Trade: 22      Electric</b>					
7583	<b>GFCI DEVICE EXTERIOR</b> Install or replace receptacle with a surfaced mounted ground fault circuit interrupt receptacle in a weather proof cover to code.				
7795	<b>LIGHT FIXTURE EXTERIOR</b> Replace or install a UL approved, LED light fixture.				

Bidder: \_\_\_\_\_

Location Total: \_\_\_\_\_

Location: 3 - Basement

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Address: 12309 Red Hickory Lane

Unit: Unit 01

Location: 3 - Basement

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
<b>Trade: 1 General Requirements</b>					
3190	<b>CRAWL SPACE ACCESS DOOR</b> Install a 3/4" CDX plywood access door in a 2"x 4" preservative treated frame. Provide galvanized iron hinges and hasp.			_____	_____
<b>Trade: 7 Foundation</b>					
1135	<b>FOUNDATION VENT SCREEN</b> Replace foundation vent screen with heavy duty galvanized steel screening.			_____	_____
<b>Trade: 16 Conservation</b>					
4945	<b>INSULATION--FLOOR R-19</b> Install R-19 Kraft faced batt or roll fiberglass insulation to floor. Vapor barrier must face heated space. Use strong wire, "tiger teeth" or mesh to hold insulation in place.			_____	_____
4955	<b>VAPOR BARRIER</b> 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.			_____	_____

Bidder: \_\_\_\_\_

Location Total: \_\_\_\_\_

Unit Total for 12309 Red Hickory Lane, Unit Unit 01: \_\_\_\_\_

Address Grand Total for 12309 Red Hickory Lane: \_\_\_\_\_



## Invitation to Bid

**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:	<b>2115 TRALEE PLACE</b>	<b>SAFE HOME CHARLOTTE</b>
Bid Walk:	<b>11/08/16 at 2:30 pm ( TUESDAY )</b>	
Bid Opening:	<b>11/15/16 at 2:00 pm ( TUESDAY )</b>	
Client Name:	Contact Number:	
Project Manager: James Mahon	Contact Number: 704-614-6655	

**Bid Walk and Bidding Instructions:**

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The day of a bid walk the best way to reach me is at James Mahon (cell # 704-614-6655).

*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 2115 TRALEE PLACE 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: 10-31-2016                      Number of Pages: 5 \* ( NO Lead )

Addenda # 1 Dated:                              Number of Pages:

Addenda # 2 Dated:                              Number of Pages:

**Project Schedule:** *Minimum Start Date - 4 weeks after Bid Due Date*

**Completion Deadline:** January 31 , 2017

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



## **Requirements For Bidders**

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- 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;
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- 4) Existing rehab projects contracted by the contractor must be on schedule.

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James Mahon  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 432-2321  
Fax: (704) 336-3489

# Work Specification

Response Due: 11/8/2016 2:00 pm

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

## Property Details

Address:	2115 Tralee Pl Charlotte, NC 28262	Owner:	Sylvester Lindsey
Structure Type:	Single Unit	Owner Phone:	Home: (704) 595-7879
Square Feet:	1816	Program(s):	Safe Home FY 2015
Year Built:	1987		
Property Value:	136400		
Tax Parcel:	0512442		
Census Tract:			
Property Zone:	Council District 4		

## Repairs

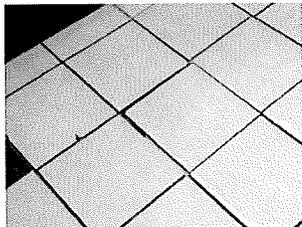
### Description

Floor    Room    Exterior

### Floor System Repair

**KITCHEN**

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.

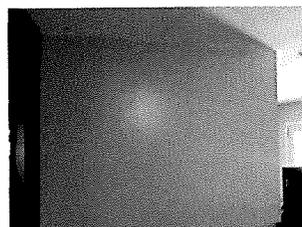


$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

### Wall Finish Repair

**KITCHEN**

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. ( Also 26.0 - Plaster)



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

# Work Specification

## Cabinets Wall

### KITCHEN

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.



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

## Cabinets Base

### KITCHEN

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.



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

## Ceiling Fan with Light Kit

### KITCHEN

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, CFL or LED light fixture with shade and lamps. Include ceiling fan mounting box. (35.10)

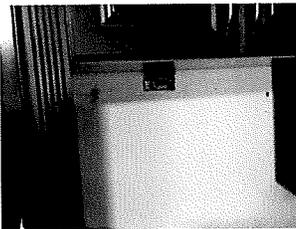


$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

## Range Hood Exterior Vented

### KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.



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

# Work Specification

## Special Electric & Plumbing

### KITCHEN

An allowance to complete the scope of work, including all labor, materials, overhead, taxes, and subcontractor's general requirements.

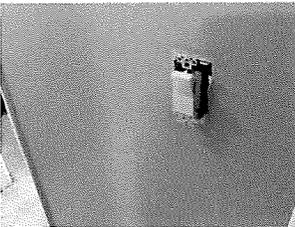
\* Repair Dishwasher to code requirements.

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

## Replace Receptacles & Switches with Plates

### GENERAL REQUIREMENTS

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This includes any new wire required to install GFCI's in kitchen, bathrooms, laundry and exterior. This also includes any wall or ceiling damage repairs.



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

## SPECIAL ELECTRIC

### GENERAL REQUIREMENTS

an allowance to complete the scope of work, including all labor, materials, overhead, taxes, and subcontractor's general requirements.

Install Breakers to code requirements for Gfci , smokes and all circuits.

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

## Floor System Repair

### BATHROOM- Master

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.

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

## Light Fixture Replace

### BATHROOM- Master

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.

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

## GFCI Receptacle 20 AMP

### BATHROOM- Master

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

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

# Work Specification

## Bath Exhaust Fan Replace

## BATHROOM- Master

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out. (36.25)

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

## Vinyl Window

## Bedroom - Master

Dispose of window units and any security bars. Field measure, order and install new Energy-Star rated vinyl, double glazed LOW-E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in pvc coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill.

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

## Replace Receptacles & Switches with Plates

## Bedroom - Master

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This includes any new wire required to install GFCI's in kitchen, bathrooms, laundry and exterior. This also includes any wall or ceiling damage repairs.

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

## Folding Attic Stairs

## Bedroom - Master

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

\* No stairs present. Demo existing scuttle access, Frame opening to code and install attic stairs to Code.

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

## Insulate Floor R-19

## FOUNDATION/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. (24.3)

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

## Replace Receptacles & Switches with Plates

## DEN/OFFICE/STUDY

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This includes any new wire required to install GFCI's in kitchen, bathrooms, laundry and exterior. This also includes any wall or ceiling damage repairs.

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

# Work Specification

## Certification

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

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

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

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