CHARLOTTE

TLC by CLT
CITY OF CHARLOTTE
HOUSING & NEIGHBORHOOD SERVICES

Addendum 1
Invitation to Bid HNS 21-31

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:	
2500 Pitts Dr	**Washington Heights Neighborhood**
Bid Walk: 1/21/2021 at 11:00 am (THURSDAY)	
Bid Opening: 1/29/2021 at 5:00 pm (FRIDAY)	
Client Name: Marie Howard and Betty Dial	Lead and Rehab
Project Manager: Elizabeth Lamy	Contact Number: 704-620-9090

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 704-620-9090.

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be received via email no later than the above-mentioned date and time. Emailed bids will not be opened until the listed Bid Opening 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 **2500 Pitts Dr** to be funded through the City of Charlotte Housing & Neighborhood 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:	1/27/2021	Number of Pages:	12
Addenda # 2 Dated:		Number of Pages:	

Project Schedule: (A DATE must be included here or the bid will be nonresponsive)

Completion Deadline: (please provide projected completion date with bid submission)

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.

Elizabeth Lamy Santos
Rehabilitation Specialist
City of Charlotte
Housing & Neighborhood Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) 336-3333 desk
(704) 620-9090 cell
elizabeth.lamy@charlottenc.gov

Work Specification

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

Property Details

Address:	2500 Pitts Dr. Charlotte, NC 28216	Owner:	Marie Howard & Betty Dial
		Owner Phone:	Home: (704) 615-4451
Structure Type:	Single Unit	Program(s):	Targeted WH LeadSafe 2019 Healthy Homes LBP 2019
Square Feet:	884		
Year Built:	1957		
Property Value:	45100		
Tax Parcel:	0696207		
Census Tract:			
Property Zone:	Council District 2		

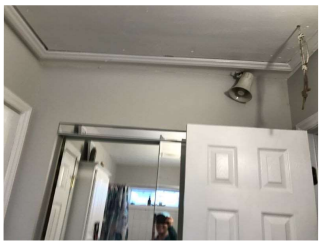
Bath Exhaust Fan and Light Combo Replace **BATHROOM - MAIN**

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper and overhead light. Include power and switch wiring using #14 copper Romex. Repair any tear out.
***Existing fan does not have a light. Replace fan with one that does have a light, and include any additional electrical work that may be necessary in your price.
***New fan shall be of comparable model to existing - one that is "ultra quiet," with a sones rating of 0.3 or less.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Prep & Paint Ceiling **BATHROOM - MAIN**

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.



Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Work Specification

Wall Finish Repair **BEDROOM**

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. Paint new repair to match.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Foundation Vent Screen - Entire House **EXTERIOR** **Exterior**

Replace foundation vent housing with heavy duty galvanized steel screening.
***Contractor responsible for counting number of vents needed. Only replace vents if damaged. Re-install/re-secure vents if they are simply loose. Existing vents that are in good condition are to remain.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Cleaning Exterior Brick **EXTERIOR** **Exterior**

Clean moss, algae, salt crystals, and any other soil from exterior brick surfaces of the home by using an appropriate environmentally-safe brick/masonry cleaner applied with a natural or synthetic bristle brush. Do not use a wire brush.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Crawl Space Access Door **EXTERIOR** **Exterior**

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

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Work Specification

Seamless Aluminum Gutter & Downspouts - Install **EXTERIOR** **Exterior**

Install K- type .027 gauge seamless aluminum gutter to service roof with sufficient pitch to downspouts. White or brown color choice by owner.

Bid Cost: _____ **X** _____ **=** _____

Base **Quantity** **Total Cost**

Custom Awning Repaint **EXTERIOR** **Exterior**

Prep and paint metal awnings above front left window, front porch, and right side entry stoop white.

Bid Cost: _____ **X** _____ **=** _____

Base **Quantity** **Total Cost**

Repair Window Frame - Rear Face (Kitchen Wall) **EXTERIOR** **Exterior**

Re-wrap exterior window components with white aluminum and caulk/weatherproof the window itself, as well as where it intersects into brick addition. Add any missing grout or mortar along where the two brick walls intersect.

Bid Cost: _____ **X** _____ **=** _____

Base **Quantity** **Total Cost**

Flashing Repair - Rear Face (Kitchen Wall) **EXTERIOR** **Exterior**

Install metal flashing where missing/repair is needed at all junctions of roof with walls. Flashing shall be corrosion-resistant, solid horizontal metal or step flashing and blind-nailed.

Bid Cost: _____ **X** _____ **=** _____

Base **Quantity** **Total Cost**

Work Specification

Repoint Masonry Bricks **EXTERIOR** **Exterior**

Rake out existing mortar joints to a minimum depth of 1/2". Completely fill mortar joints to match existing.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Vinyl Window **EXTERIOR** **Exterior**

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. Any windows replaced in a bathroom must have tempered glass.
***Bathroom window is to remain.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Broken Tile Repair - Front Porch **EXTERIOR**

Re-install "broken tile" that has come loose from the front porch, right in front of the front door. Owner has the loose tiles. Re-grout the tile in place.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Repaint/Refinish Metal Security Doors **EXTERIOR** **Exterior**

Remove rust and deteriorated paint, prime and repaint metal security door on front and left side porches.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Work Specification

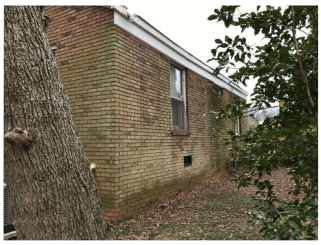
Refurbish Existing Gravel Driveway **EXTERIOR** **Exterior**

Fill as necessary any ruts/holes in existing gravel driveway and grade a few inches lower to add additional gravel as needed to properly cover driveway in 4" deep of gravel. Driveway is approximately 12' wide, and 40+' long.
***Contractor responsible for verifying driveway dimensions.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Light Fixture Exterior - Relocate **EXTERIOR** **Exterior**

Relocate or remove and replace existing security light at the rear left side of the home to a location suitable to accommodate the new installation of gutters.



Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Exterminate Termites **GENERAL REQUIREMENTS**

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

See Attached Lead Scope **GENERAL REQUIREMENTS**

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.

Bid Cost: _____X_____=_____
Base **Quantity** **Total Cost**

Work Specification

All Contractor's Project Requirements **GENERAL 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.

Bid Cost: _____X_____=_____

Base **Quantity** **Total Cost**

Custom Hardwood Floor Repair - Various Locations **GENERAL REQUIREMENTS**

Spot repair damaged hardwood flooring in both locations, matching new stain to existing color as close as possible.
- Living Room - underneath front right window (under piano)
- Middle Bedroom - just beyond doorway from the dining room

***Price to include repair/replacement of affected damaged hardwood flooring and subfloor.

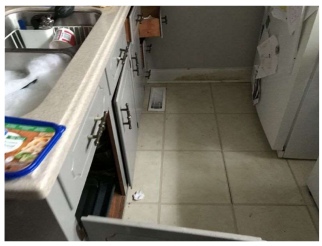
If any structural repair is required, it will be addressed via Change Order.

Bid Cost: _____X_____=_____

Base **Quantity** **Total Cost**

Baseboard Install **KITCHEN**

Install wooden baseboards free of surface defects, fastened with finished nails, properly set and puttied. Newly installed material shall be painted white to match existing.



Bid Cost: _____X_____=_____

Base **Quantity** **Total Cost**

Kitchen Exhaust Fan - New Installation **KITCHEN**

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. Fan to be located directly above stove.

Bid Cost: _____X_____=_____

Base **Quantity** **Total Cost**

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. ***Price is for one change out.

Bid Cost: _____ X _____ = _____

Base **Quantity** **Total Cost**

Certification

Contractor Name: _____ **Total Cost:** _____

Signature: _____ **Date:** _____

LEAD ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS
2500 Pitts Dr
8/5/2020

Complete the following scope of work:

Item #	Feature	Method	Each	COST
1	Windows A1, A2, B1, B3, C1, C2, C3, C4, D1, D3 and D4 - white wood window sashes and wells	Replace wood sashes and wells with vinyl replacement windows		
2	Side A Porch - white wood ceiling, crown moldings, ceiling support beams, trim boards, ceiling support column and support column trim	Cover with Tyvek and vinyl or aluminum (work includes repair/replacement of rotten wood components)		
3	Side D - white wood trim/freeze board EXPOSED under the Door D1 awning	Scrape loose paint and repaint		
4	Door A1 - white wood door jambs and stops	Replace (newly installed materials are to be painted white)		

TOTAL

1 Contractors may submit an occupant protection plan on the form provided.
Contact Jim Roy if an additional form is needed
2 Complete all interior work in a unit in a single day. Any newly installed matarials shall be primed and painted.
3 Allow for replacement of 50 board feet of rotted wood.
4 Unless otherwise noted any window or door removal and replacement
includes frame and trim on both sides.
5 In lieu of complete removal, window frames may be enclosed with vinyl on
exterior in accordance with all project manual requirements
6 Contact Jim Roy to conduct inspections prior to repainting or other putback and
after vinyl siding installation.
7 Windows being placed in a bathroom need to be tempered glass.

Total Bid
Acknowledgement of Addenda (if any):

Addendum#	Date
Addendum #1	1/27/2021

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:
Address:

Phone:

ROY CONSULTING GROUP CORPORATION

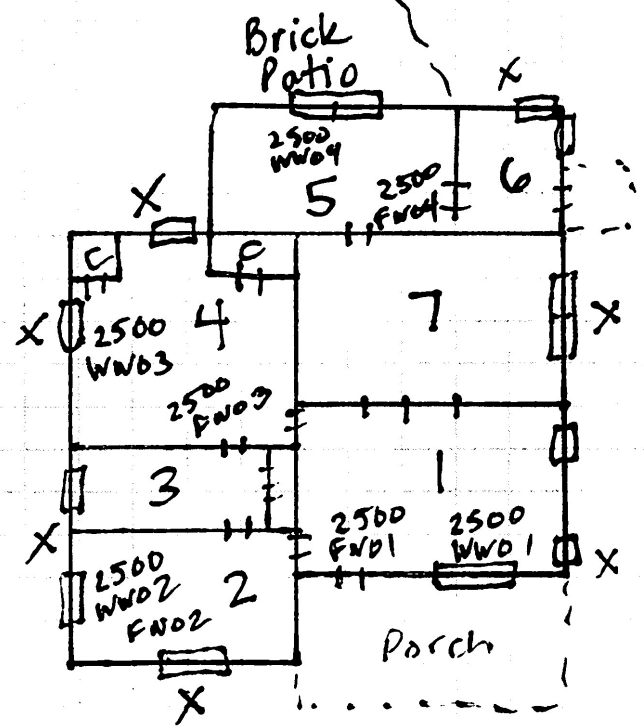
Providing integrated environmental and geotechnical solutions

2500 Pitts Drive

Charlotte, NC 28216

SIDE C

SIDE B



SIDE D

Legend

= Window

= Door

X = Soil Sample Location

SIDE A

NOT TO SCALE