



Invitation to Bid HNS 21-45

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)

5/13/21 APPROVED

Bid Walk & Bid Opening:

Table with project details: Project Address (6140 DELHAM DR), Bid Walk (5/18/21 @ 10:00AM), Bid Opening (5/25/21 @ 2:00 PM VIA E-MAIL), Client Name (BESSIE HALL), Project Manager (C. HITSMAN), and Contact Numbers (704 536 7502, 704 622 1685).

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at (cell # 704 622-1685).

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 ⁰¹⁴⁸ DELHAM DR to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: 4/15/21 Number of Pages: 8

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.

Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) 622-1685
Fax: (704) _____

Instructions to Bidders



Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative
- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- 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

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

Property Details

Address:	6140 Delham Dr. Charlotte, NC	Owner:	Bessie Hall
Structure Type:	Single Unit	Owner Phone:	Home: (704) 536-7502
Square Feet:	1516	Program(s):	Tested- NO LEAD SHFY2020 SHFY21
Year Built:	1972		
Property Value:	92400		
Tax Parcel:	09702503		
Census Tract:			
Property Zone:	Council District 5		

Repairs

Description

Floor

Room

Exterior

All Contractor's Project Requirements

The contractor is responsible for all project requirements, including but not limited to:

All activities required by the City's COVID-19 Precautions for Residential Housing Rehabilitation Activities policy.

Obtaining all permits required. Said permits shall include all items in this scope of work.

Provide temporary toilet facilities from job start until the completion of work.

Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpsters and repair any evidence of the dumpster use.

Contractor may haul debris away daily using dump trailers or trucks.

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

Work Specification

Vinyl Window

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.

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

Exterminate Termites

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

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

Attic Insulation Increase to R-38

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

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

Seamless Aluminum Gutter & Downspouts - Install

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

Soffit and Fascia Repair

1. Replace deteriorated soffit and fascia areas Cover Fascia , cornice , soffit and trim with Coil Metal stock (owner choice of color)
2. Cover front porch posts with Coil Metal Stock
3. Replace shutters with vinyl shutters

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

Prehung Metal Door Entrance- Utility Shed

Utility Shed

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight. New casing and shoe molding will match existing. Apply primer and topcoat. This installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.

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

Work Specification

Resilient Flooring / Handicap Bars - 2- Baths

1. Install 25 year warranted resilient floor covering per manufacturer's specifications. Flooring material is to be vinyl interlocking planks and be waterproof. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.
2. Install 3 Handicap bars in each bath

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

Miscellaneous Plumbing Scope

HOUSE ON SLAB

Water Leak under kitchen/dining room floor per owner.

Locate and mark leak via electronics.

Cut slab, remove damaged pipe, replace per Code and replace new Concrete to receive covering of 25 yr vinyl flooring

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

Cabinets Base

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.

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

Cabinets Wall

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.

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

Counter Tops Replace

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.

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

Electric Oven

Dispose of existing oven. Install a 30" electric, self cleaning, single oven with bake and pass broil elements in same cabinet. New oven is to be Energy Star rated and have a smooth cooktop (no coils). Trim/ repair/ paint any opening from oven size differential. Owner choice of black or white.

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

Work Specification

Double Bowl Sink Complete

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.

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

Bath Exhaust Fan Replace (Both Baths)

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.

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

Range Hood Exterior Vented

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.

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

Light Fixture Replace (Kitchen)

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

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

Resilient Flooring (Kitchen , Utility Room, Dining,Den and Foyer)

Install 25 year warranted resilient floor covering per manufacturer's specifications. Flooring material is to be vinyl interlocking planks and be waterproof. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

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

Prep & Paint Room Semi Gloss - KITCHEN (& Ceiling flat white)

KITCHEN -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 SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

DINING ROOM - Ceiling flat white

Den- Ceiling flat white

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

Work Specification

Vanity/ Counter Top/ Sink (2)

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. Vanity medicine cabinet/mirror to remain.

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

Commode Replace 1.6 GPF (2)

Install a new commode shall be complete with seat, seal, supply line with valve and all other fittings. Commode to be of the siphon jet type, free-standing close-coupled closet combination, vitreous china complying with U.S. Commercial Standard CS20-63, and shall be a 1.6 gallon water-saver (16.5 ") as required by the North Carolina State Plumbing Code. Commode shall be American Standard, Eljer, Mansfield, or Kohler brands. Color shall be white.

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

GFCI Receptacle 20 AMP Kitchen and Baths

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

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

Combination CO / Smoke Detector Hard Wired

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

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

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 outside of sleeping areas.

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

Prep & Paint Exterior Surfaces - Gabel Vents

Gabel Vents

Remove/replace screening.

Prep and paint all exterior painted surfaces. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

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

Work Specification

Prep & Paint Exterior Surfaces - T-111 Siding/ Porch Ceiling/Cornice

Replace any T-111 siding sheets that are damaged.

Prep and paint all exterior painted surfaces. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials(Including structural material). Move any electrical/plumbing required to complete the process to Code. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

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

Asbestos Abatement Scope

See attached scope. An allowance to complete the scope of work attached.

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

Foundation Vent Well

Clean-out foundation opening at rear-corner of rear foundation wall (Inside crawlspace)
Install galvanized screening (1/2" x 1/2") on interior of the weep-hole of foundation water vent
Remove any exterior soil to allow clear (do not dig a ponding hole) movement of water

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

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

ASBESTOS ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Address
Complete the following scope of work:

EITHER A N.CAROLINA LICENSED, CLASS III ASBESTOS TRAINED INDIVIDUAL OR A
N.CAROLINA CERTIFIED ASBESTOS ABATEMENT CONTRACTOR REQUIRED

6140 DELHAM DR 28-Dec

Item #	Feature	Method	Number	Cost Per unit	COST
1	Interior- White Joint Compound throughout the dwelling	Abate Removal & disposal of Asbestos containing joint compound material prior to renovation or demolition activities. Any area that may contain joint compound must be considered Asbestos containing material and removed as stated. It is probable that the joint compound will become friable during removal, considered a (RACM) Regulated Asbestos Containing Material, work to be completed by a Licensed NC Abatement Contractor, or if the amount to be disturbed can fit in one-glove bag, a Class III trained individual may complete the removal.			
2	Interior- Light brown Flooring (Layer 2) Kitchen & Laundry Room floors & Mastic	Abate Removal & disposal of asbestos containing flooring material & mastic prior to renovation or demolition activities. Any area that may contain Asbestos flooring material must be considered considered Asbestos containing material and removed as stated. It is probable that the flooring material will become friable during removal, considered a (RACM) Regulated Asbestos Containing Material, work to be completed by a Licensed NC Abatement Contractor or if the amount to be disturbed can fit in one glove bag, a Class III trained individual may complete the removal.			
3	Interior- Green flooring Bath 1 & Bath 2 floors	Abate Removal & disposal of asbestos containing flooring material & mastic prior to renovation or demolition activities. Any area that may contain Asbestos flooring material must be considered considered Asbestos containing material and removed as stated. It is probable that the flooring material will become friable during removal, considered a (RACM) Regulated Asbestos Containing Material, work to be completed by a Licensed NC Abatement Contractor or if the amount to be disturbed can fit in one glove bag, a Class III trained individual may complete the removal.			
4					
5		Regardless of the amount, the City will provide a Risk Assessor for the Clearance upon completion of the work.			
6					
7					
8					
9					
10					
total					

Contractors may submit an occupant protection plan on the form provided.

- Contact Jim Roy If an additional form is needed. Phone 704-968-4111.
Complete all interior work in a unit in a single day.
- Allow for replacement of 50 board feet of rotted wood.
- Unless otherwise noted any window or door removal and replacement
- Includes frame and trim on both sides.
In lieu of complete removal, window frames may be enclosed with vinyl on
- exterior in accordance with all project manual requirements
- Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl sliding installation.
Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any): 0

Addendum#	Date

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

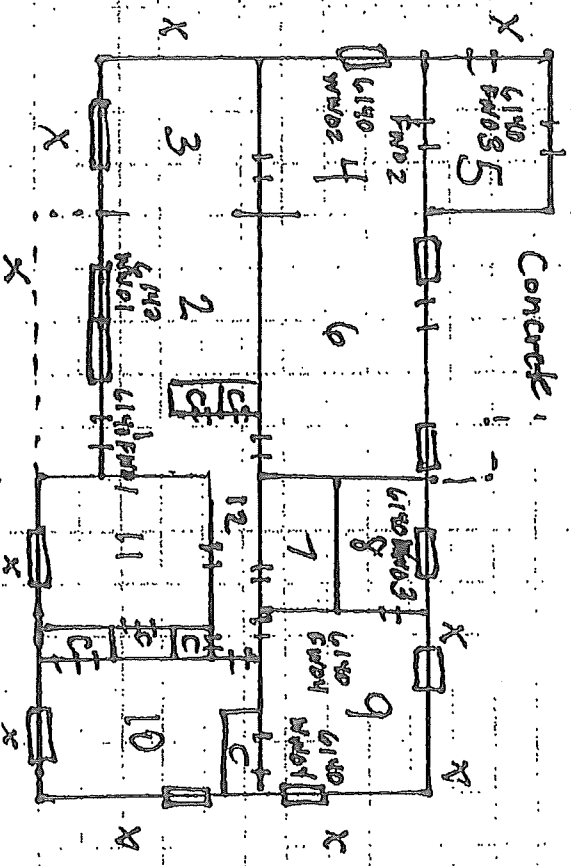
Contractor Submitting Bid:

Address:

Phone:

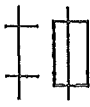
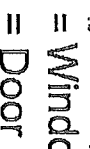

SIDE B

SIDE C



SIDE D

Legend

-  = Window
-  = Door
-  = Soil Sample Location

SIDE A

NOT TO SCALE