



Invitation to Bid **HNS 21-48**

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)

5/18/21
Approved

Bid Walk & Bid Opening:

Project Address:		5936 EASTBROOK RD.	
Bid Walk:	5/18/21	@	11:30 AM
Bid Opening:	5/25/21	@	2:00 PM via Email
Client Name:	Myrtle Lewis	Contact Number:	704 756-1403
Project Manager:	C. Hitsman	Contact Number:	704 622-1685

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

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

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

The day of a bid walk the best way to reach me is at _____ (cell # ⁷⁰⁴622-1685).

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 ^{SS 36} ~~EAST BROW~~ 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: 10

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:	5936 Eastbrook Rd Charlotte, NC 28215	Owner:	Myrtle Lewis
Structure Type:	Single Unit	Owner Phone:	(704) 756-1403
Square Feet:	1252	Program(s):	Healthy Homes Tested- NO LEAD SH 21 Rehab
Year Built:	1969		
Property Value:	138000		
Tax Parcel:	09714616		
Census Tract:			
Property Zone:			

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

Prep & Paint Exterior Surfaces - FRONT DOOR COMPONENTS ONLY COMPONENTS ONLY

FRONT DOOR COMPONENTS ONLY

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

Foundation Vent Screen

Replace foundation vent housing screens with heavy duty galvanized steel screening. Do Not replace whole units, just the screens ATTACHED from the inside

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

Vapor Barrier

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.

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

Insulate Floor R-19

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.

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

Prehung Metal Door Entrance - FRONT

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: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Remove Noxious Vegetation - TREES / VEGETATION

Remove any noxious vegetation growing along the exterior 36" of the home or any branches which touch the dwelling.

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

Replace Exterior Water Tank Box Roof

Remove & replace roof to Water Tank Box with a permanent roof and secure existing box to square. Refasten any loose wood products with proper fasteners.

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

Gas Pack

Install combination AC/furnace unit, minimum 14 SEER design per manual J and Manual D for this home.

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

Remove Rear-Metal Shed Roof

Remove Rear-Metal Shed Roof from building
Refasten any loose wood siding /fascia/ soffit products with proper fasteners.

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

Gable Vent Replace Screening

Remove existing gable vent screens and replace with new screens; Fasten any loose lumber and paint gable vent components

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

Vinyl Siding : Exterior Rear - Un-bricked siding

Replace all deteriorated exterior building components. Wrap home with Tyvek vapor/ infiltration barrier. Install vinyl clapboard siding including corners, door and window trim to complete installation. Owner's choice of siding color, exposure, and texture with 50 year warranty.

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

Resilient Flooring - Livingroom

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

Work Specification

Floor System Repair - Livingroom

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists, plates and insulating floor to code.

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

Prep & Paint Room Flat - Livingroom

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

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

Folding Attic Stairs

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

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

Prep & Paint Ceiling - Front Right Bedroom

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

Pedestal Sink - Complete: MASTER BATH

Install a vitreous china pedestal lavatory complete with single handled metal faucet with drain and pop-up, p-trap, supply lines, full port ball type shut-off valves & escutcheon plates. All materials and work shall comply with the Construction Standards and the Plumbing Code.

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

Grab Bars - Both Baths

Install 1 1/2" diameter S/S Grab Bars on 3 walls at height of 36" (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations.

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

Work Specification

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

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

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

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

Resilient Flooring- Kitchen / Dining Room

Install 25 year warrantied 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

GFCI Device Exterior _ Kitchen

Replace receptacle with a surfaced mounted ground fault circuit interrupt receptacle in a weather proof cover to code.

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

Work Specification

Carbon Monoxide Detector Hard Wired

Install a hard wired carbon monoxide detector with battery backup.

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 Room Semi Gloss - Kitchen / Dining

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. Include Flat white ceilings. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

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

Floor System Repair - Kitchen

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists, plates and insulating floor to code.

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

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, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.

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

See Attached Lead Scope

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

Asbestos Abatement Scope

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

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

Wallpaper Removal - KITCHEN & DEN

Remove existing wallpaper to a clean wall surface ready for primer and paint. Include a thin skim coating of lightweight joint compound sanded and smoothed if needed.

Any areas contractor chooses to remove and replace drywall is at the expense of the contractor.

Paint -Kitchen / Den walls

Paint- Kitchen / Den ceiling to end of hallway

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

Light Fixture Replace KITCHEN & DINING ROOM

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

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

ASBESTOS ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Address

5936 Eastbrook Rd

4-May

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	INTERIOR- Light Brown Flooring (Layer 2) Kitchen & Dining Room	ABATE: Asbestos has been identified in the flooring layer 2 in kitchen & dining Room. Any of this flooring materials that will be disturbed during the renovation will need to be removed 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. Regardless of the amount, the City will hire a contractor to provide clearance upon completion of the work.			
2	Clearance	Contractor to receive Asbestos Clearance from JRoy Consulting Group. Service paid by the City of Charlotte.			
3					
4					
5					
6					
7					
8					
9					
10					

TOTAL

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

1 Contact Jim Roy if an additional form is needed. Phone 704-968-4111.

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 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.

Windows being placed in a bathroom need to be tempered glass.

Acknowledgement of Addenda (if any):

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

CONTRACTOR SUBMITTING BID

START DATE

COMPLETION DATE

LEAD BASED PAINT ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Work to be performed by RRP Certified personel

Address

5936 EASTBROOK RD

11-Nov

Complete the following scope of work:

Work to be performed by a Licensed N. Carolina LEAD Abatement Contractor

Item #	Feature	Method	Number	Cost Per unit	COST
1	INTERIOR - Room 1 : Window Sill elevated dust level	Complete specialized cleaning throughout Room 1			
2	Clearance	Contractor to receive Lead Based Paint Clearance from Roy Consulting Group			
3					
4					
5					
6					
7					
8					
9					
10					
			total		

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

1 Contact Roy Consulting Group if an additional form is needed. Phone 704-968 4111

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 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.

Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

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:

START DATE

COMPLETION DATE



ROY CONSULTING

GROUP CORPORATION

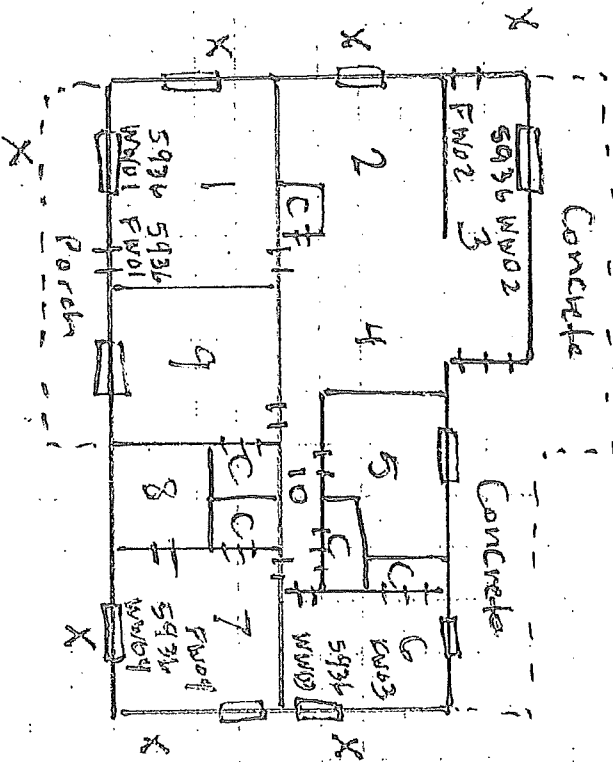
Providing integrated environmental and geotechnical solutions

5936 Eastbrook Road

Charlotte, NC 28215

SIDE C

SIDE B



SIDE D

Legend

= Window

= Door

= Soil Sample Location

SIDE A

NOT TO SCALE