



Invitation to Bid **HNS-23-06**

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: **HNS-23-06**

Project Address: 4719 KENMONT DRIVE		SAFE HOME CHARLOTTE
Bid Walk:	THURSDAY AUGUST 11 , 2022 @ 10:00 AM	
Bid Opening:	THURSDAY AUGUST 19 , 2022 @ 4:00 PM	
Client Name:	Contact Number:	
Project Manager: James Mahon	Contact Number: 704-432-2321	

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 **4719 KENMONT DRIVE**, 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: **08-04-2022** Number of Pages: **6 PAGES- * 0-LEAD HAZARDS**

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Project Schedule: Minimum Start Date - 9-15-2022

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.

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



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



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Response Due: 8/19/2022 4:00 PM

Prepared By:

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

Property Details

Address:	4719 Kenmont Dr Charlotte, NC 28269	Owner:	Sarah McAlilley
Structure Type:	Single Unit	Owner Phone:	(704) 606-4243
Square Feet:	986	Program(s):	Tested- NO LEAD SH 21 Rehab
Year Built:	1966		
Property Value:	88500		
Tax Parcel:	04505126		
Census Tract:			
Property Zone:			

Repairs

Description

Floor

Room

Exterior

All Contractor's Project Requirements

Whole house

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

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: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

CLEAN CRAWL SPACE AND INSTALL VAPOR BARRIER

CRAWL

Remove all debris and home owner possessions from the crawl space and dispose of properly.

Install a 6 mil poly vapor barrier on ground in crawl space to cover 100% of the ground.

Poly shall be cut tightly and neatly around piers and against the perimeter walls.

Overlap seams by 2'. Secure all edges and joints with landscape staples every 3'.

NOTE: The installation will be inspected by the rehab specialist!

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

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.

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

WINDOW REPAIR

Whole house

Refurbish existing wood windows to function as intended. Finished windows will open and close easily, stay up when opened, provide an air tight seal when closed, and lock securely.

Scope includes replacement of:

- defective balances
- broken and cracked glass
- loose and missing glazing compound
- broken or missing locking hardware
- anything else required to restore the windows to full functionality.

Scrape, prime, and paint the exterior side of the sashes, window wells, and all exterior window trim per the standards of the Construction Specifications.

Replacement or repair of storm windows is not included unless specified.

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

Prehung Metal Door Entrance

Front Door-HH

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.

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

Work Specification

Slab Door Interior

Hallway- Closet

Install a slab door to existing jamb, mortise in hinges and latch. Hole saw for the hardware. Include new hardware. Locking for bedrooms and bathroom, passage for all others. Match existing style and finish.

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

UPGRADE ELECTRICAL SYSTEM

Whole house

Upgrade the electrical system to comply with all requirements of the current NC Electrical Code. This includes but is not limited to:

- *de-energize and remove all knob and tube wiring throughout the structure
- *other existing wiring may be re-used provided it is in full compliance with the Electrical Code
- *Replace electrical service with new 110/220 volt, 200 amp panel with main disconnect and 24 circuit panel board; meter socket; weather head; service cable; and ground rods and cable. Caulk exterior service penetrations. Label circuits legibly. Replacement of all sub-panels is included.
- *Install GFCI breakers on all two wire receptacle circuits. Install GFCI/AFCI breakers on all two wire bedroom receptacle circuits. Label outlets per Code requirements.
- *install new wiring, outlets, and devices as necessary to comply with the Electrical Code or to service existing equipment or to power items and equipment added to the structure by other items in this scope of work.
- *scope includes installation of smoke and CO detectors as required by the Electrical Code
- *scope includes GFCI devices at Code required locations.
- *Replace receptacles, switches, and cover plates at all existing outlets that are incorporated into the upgraded electrical system. Remove devices from abandoned outlets and install blank cover plates.
- *anything else required to produce a safe, fully functioning electrical system in full compliance with the current NC Electrical Code.
- * scope includes repair of all ceiling, wall, and floor tear out.

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

Ceiling Fan with Light Kit

All Bedrooms

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, LED light fixture with shade and lamps. Include ceiling fan mounting box. New fan is to be Energy Star rated.

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

Work Specification

Complete System Replacement-Gas Furnace, Air Conditioner, and Duct System

Storage- Mechanical Closet-

Completely remove all existing HVAC system components, including boots and grilles. Design and install a new complete, fully functioning HVAC system with a gas furnace, air conditioner, and ductwork with all the necessary equipment and accessories to meet the requirements of the NC Codes and the Construction Specifications.

Scope of work includes all repairs to the structure and finish surfaces that are necessary due to the removal of the old system and the installation of the new system.

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

Exterminate Insects

Crawl -Whole House

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

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

Exterior Step Repair

Front Porch

Repair damaged or deteriorated elements of exterior steps to match existing staircase and landing.

* Brick and Masonry repair .

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

Cabinets Base

KITCHEN- HH

* CUSTOM DESIGN SINK BASE-

Install handicap height counter top at sink base unit for access of a wheelchair so customer can sit and wash dishes.

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.

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

Counter Tops Replace

KITCHEN-HH

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.

* SEE NOTES FOR SINK BASE !

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

Work Specification

Double Bowl Sink Complete

KITCHEN- HH

*SINK-

Design is for Handicap access - sink on the right with sink base and chair access.

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

Grab Bars

HALL BATH-HH

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

REMOVAL OF ASBESTOS CONTAINING MATERIALS (WALLBOARD AND JOINT COMPOUND)

Kitchen & Bath

The joint compound on the walls and ceilings is an asbestos containing material (ACM).

Work that may disturb ACM includes but may not be limited to:

- *cutting of wall board or ceiling board for any reason
- *removal and installation of showers and tubs
- *adding electrical outlets, lights, or smoke detectors
- *installing washer boxes or dryer vents
- *installing new air returns
- *paint prep that removes existing paint

The contractor is responsible for identifying activities that disturb ACM and for the proper removal and disposal of all ACM disturbed in the course of working on this project.

If all disturbed ACM materials will fit into one asbestos waste or glove bag, contractor's workers who are properly trained under OSHA Construction Standard Asbestos Regulations 29 CFR 1926.1101 may remove and dispose of the ACM using safe work practices.

If all disturbed ACM materials will not fit into one asbestos waste or glove bag, or if workers are not properly trained, the contractor shall hire a state certified asbestos abatement firm to remove and dispose of the disturbed ACM materials.

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

Work Specification

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____