CHARLOTTE.

SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Invitation to Bid NBS-21-25

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: NBS-21-25

Project Address: **3204 REID STREET**	**LEADSAFE CHARLOTTE**
Bid Walk: THURSDAY FEBRUARY 04 , 2021 @ 9:00 AM	
Bid Opening: THURSDAY FEBRUARY 11, 2021 @ 2:00PM	
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.

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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 **3204 REID STREET** 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:	1/18/2021	Number of Pages:	* 34 page Lira
Addenda # 1 Dated:		Number of Pages:	
Addenda # 2 Dated:		Number of Pages:	

Project Schedule: *Minimum Start Date - 02-18-2021*

Completion Deadline:

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature: Date:

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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

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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
  - Itemized Work Sheet
  - Subcontractor Certifications (if applicable)

LEAD ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Address 3204 Reid Street 11/12/2020

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	Side A Porch- White Aluminum covered ceiling support beams- Components under Aluminum covering contain Lead based Paint.	Remove Damaged metal coverings.Cover with Tyvek and Replace aluminum coverings			
2	Door C1 (to room # 4)- White wood main door ,jambs and stops.	Replace Entire Component .			
3	Door C2 (to room # 5)- White wood door ,jambs and stops.	Replace Entire Component .			
4	Window C2 and Window C3-White wood window casing.header ,sills, Sashes and wells	Replace Entire Components .Trim out exterior side to match.			
5	Window D 1-White wood window casing, Header and sills.	Replace Entire Component .			
6	Room 1- Door C1 white wood door jambs and stops.	Replace .			
7	Room 5- Door C1 white wood door jambs and stops.	Replace .			
8	Room 7- Closet Door A1 white wood door casing ,header jambs and stops.	Replace door ,jambs and stops and scrape loose paint on Door casings ,header and Re Paint.			
9	Room # 6-Elevated dust levels-Perform Specialized Cleaning .	Clean All Horizontal surfaces.			
10	Contractors Requirements	* As required			
			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.

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:

ROY CONSULTING GROUP CORPORATION

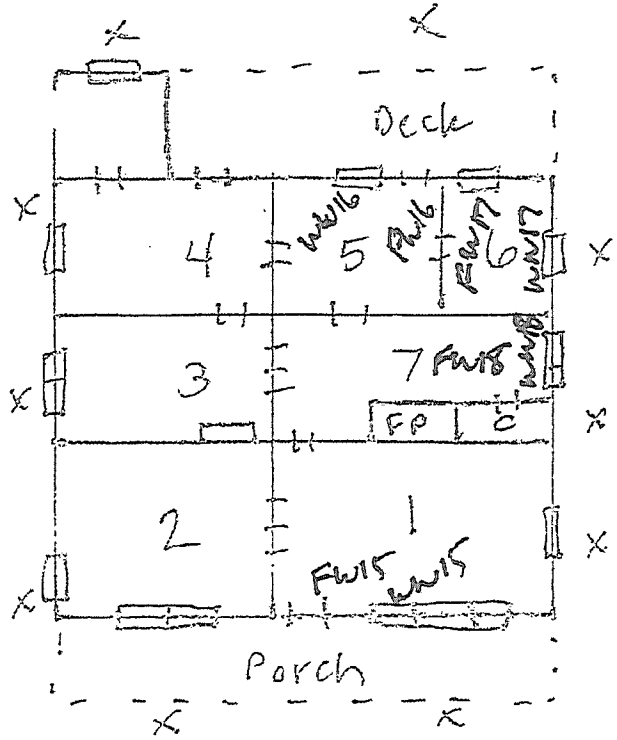
Providing integrated environmental and geotechnical solutions

3204 Reid Avenue

Charlotte, NC 28208

SIDE C

SIDE B



SIDE D

Legend

= Window

= Door

X = Soil Sample Location

SIDE A

NOT TO SCALE