



Invitation to Bid HNS 20- 23-13

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:		146 S. GREGG St.	
Bid Walk:	9 8 22	@	9 AM
Bid Opening:	9 15 22	@	2 PM
Client Name:	Ellen Collins	Contact Number:	704-578-3254
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 704 (cell # 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 _____ 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: 3/11/22 Number of Pages: 4

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 - C. Hitsman
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:	146 South Gregg St Charlotte, NC 28208	Owner:	Steven Collins
Structure Type:	Single Unit	Owner Phone:	Steven: (704) 372-4566
Square Feet:	952	Program(s):	SHFY 22 Rehab
Year Built:	1947		
Property Value:	148200		
Tax Parcel:	06902521		
Census Tract:			
Property Zone:			

Repairs

<u>Description</u>	<u>Floor</u>	<u>Room</u>	<u>Exterior</u>
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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

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

Replace Entire Electrical System to Current Code

Completely remove all existing electrical equipment and accessible wiring. Wiring concealed in walls and inaccessible locations may be cut off as short as possible and abandoned in place.

Install a new complete and fully functioning electrical system with 200 amp service meeting all requirements of the current NC Electrical Code and the Construction Specifications.

This installation shall include the provision and installation of new lighting fixtures per the room schedule in the Construction Specifications.

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

REPLACE DUCTWORK - Healthy Homes

Remove all elements (including boots and vent covers) of the existing ductwork system and dispose of properly.

Design a new ductwork system using Manual D calculations based on the design specifications of the equipment to be used and the room by room Manual J calculations.

Ductwork shall be insulated to R-8 and all joints in the air delivery system shall be mastic sealed.

Provide all calculations and specifications to the rehab specialist for review and approval.

Install the new ductwork system per the approved design, meeting all requirements of the NC Mechanical Code and the Construction Specifications.

Existing vent locations may be used provided they are compatible with the approved duct system design. If any existing vent locations are to be abandoned, the existing vent cover may be left in place. However, the penetration of the building envelope must be effectively sealed to restore the integrity of the envelope and to prevent the exchange of air and temperature between conditioned and unconditioned spaces.

When new vent locations are added, they shall be cut in accurately and neatly and the penetration of the building envelope shall be effectively sealed.

All damage to surrounding finished surfaces shall be repaired.

The system shall have a central air return with a filter that is easily accessible to the home owner. Wall locations are preferred. Ceiling and floor locations are to be avoided when possible. If the existing return location meets all requirements, it may be re-used. If the location must be moved, it is subject to the approval of the rehab specialist and the home owner and the old location must be sealed appropriately.

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

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

LEAD ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Address

146 S. GREGG STREET

7/12/2022

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	EXTERIOR- Side B & D- brown wood attic vents and frames	Replace, prep and paint any damaged areas			
2	EXTERIOR- Door A1 (to Room 1)- white wood door casings and heater	Cover with tyvek and aluminum			
3	EXTERIOR- Door B1 (to Room 7)- white wood door, casings, header, jambs, stops and threshold	Replace, prep and paint any damaged areas			
4	INTERIOR- Room 11- Side A thru Side D- brown and white wallboard walls and ceilings and wood baseboards and crown moldings	Replace, prep and paint any damaged areas			
5	INTERIOR- Room11- Side C- brown and green wood cabinet frames, cabinet doors, cabinet shelves and interior cabinets	Replace, prep and paint any damaged areas			
6	INTERIOR- Room 11- Window C1- brown wood window casings, header, apron and sill	Replace, prep and paint any damaged areas			
7	INTERIOR- Room 11- Door D1, brown wood casings, headers, jambs and stops (door is vinyl)	Replace all, prep and paint any damaged areas			
8	INTERIOR- Room 12, beige wood ceiling	Cover with Tyvek & wallboard, paint 2 coats.			
9	INTERIOR- Room 12, Door D2 (to Room 11) blue wood door casings, header, jambs, stops, threshold and kick-plate	Replace, prep and paint any damaged areas			
10	Throughout- elevated dust levels	Complete specialized cleaning throughout house			

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

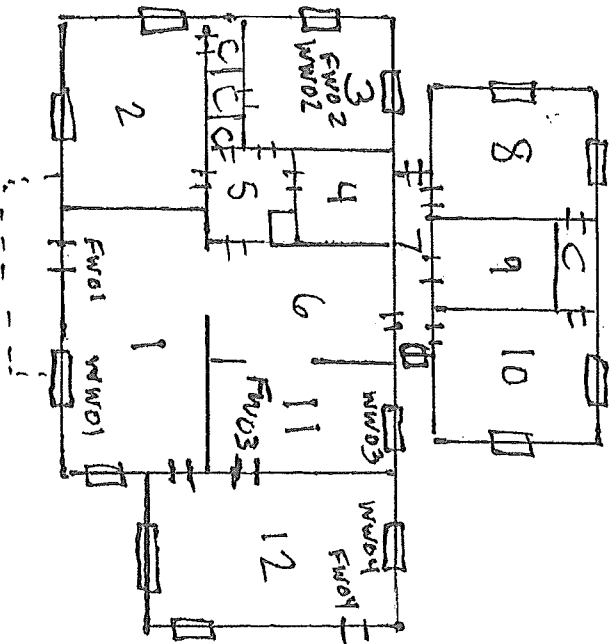
Providing integrated environmental and geotechnical solutions

146 S Gregg Street

Charlotte, NC 28208

SIDE B

SIDE C



SIDE D

Legend

- = Window
- = Door
- = Soil Sample Location

SIDE A

NOT TO SCALE