



**Invitation to Bid**      **HNS-23-05**

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-23-05**

Project Address: <b>1124 WHITE PLAINS RD</b>		<b>SAFE HOME CHARLOTTE</b>
Bid Walk:	THURSDAY AUGUST 11 , 2022 @ 9:00 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 **1124 WHITE PLAINS RD.** 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: 1124 White Plain Rd  
Charlotte, NC 28213

Owner: Sharon McIlwain

Owner Phone: Home: (704) 597-8344

Structure Type: Single Unit

Program(s): Healthy Homes  
Tested- NO LEAD  
SHFY2020  
CDBG

Square Feet: 1300

Year Built: 1965

Property Value: 69900

Tax Parcel: 08906317

Census Tract:

Property Zone: Council District 4

## Repairs

### Description

Floor

Room

Exterior

### All Contractor's Project Requirements

The contractor is responsible for project requirements, including but limited to:

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 dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

### Electric Service 200 AMP- Healthy Homes

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

# Work Specification

## Replace Receptacles, Switches, and Plates

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This also includes any wall or ceiling damage repairs.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## GFCI Receptacle 20 AMP

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

## Doorbell System

Install a doorbell system containing a low voltage transformer, power connection, buzzer and front door button.

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

## Whole House Fan Removal

Remove existing whole house fan in hall area including properly terminating power in junction box with blank cover. Frame in ceiling, drywall and finish to paint ready.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Demo and Rebuild Bathroom - Complete

## HALL BATH

Completely demo the existing bathroom. Remove all plumbing and electrical fixtures, doors and trim, and ceiling, wall, and floor coverings to the framing. Repair or replace all framing as necessary to meet the requirements of the Construction Specifications and the Building Code.

Rebuild the bathroom complete with all the following features:

- \*floor, wall, and ceiling insulation at locations required by the Construction Specifications
- \*ceiling mounted fan vented through the roof
- \*switched light fixture over the vanity
- \*GFCI outlet per Code
- \*Walk in shower with low curb-3 pcs Surround or Tiled.
- \* 3-pcs Grab Bar installed
- \*drywall and finish walls and ceiling
- \*Resilient flooring- Slip resistant.
- \*pre hung six panel door and hardware
- \*baseboard and shoe mold at standard locations
- \*1.6 gpf commode
- \*24" vanity with cultured marble top and single handle faucet
- \*3 piece bath hardware set (towel bar, paper holder, and towel ring)
- \*mirror over vanity
- \*walls and ceiling painted semi-gloss per Construction Specifications.

All materials and construction methods shall meet the requirements of the relevant Construction Specifications and the NC Codes.

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

## Resilient Flooring

## Kitchen

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

## Counter Tops Replace

## KITCHEN

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

## Double Bowl Sink Complete

## KITCHEN

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



# Work Specification

## Refrigerator--18 CF Frost Free

KITCHEN

Dispose of old refrigerator. Install a 2 door, Energy Star rated frost free refrigerator with at least 18 cubic feet. New refrigerator is to match existing refrigerator like for like (i.e. volume, style (top and bottom or side by side, or if have existing ice maker, install new refrigerator with ice maker as well).

Bid Cost:          X          =           
   Base  Quantity  Total Cost

## Prehung Metal Door Entrance

SIDE DOOR AT DRIVE & REAR

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.

\* SIDE Door & REAR Door

Bid Cost:          X          =           
   Base  Quantity  Total Cost

## Water Heater 40 Gallon Electric

DRIVEWAY -STORAGE ROOM

Install a 40 gallon, glass lined, high recovery insulated to R-7, double element, electric water heater with 10 year warranty. Include pressure and temperature relief valve, expansion tank, discharge tube to within 6" of floor or to outside of structure, shut-off valve and electric supply. If it is located on an upper floor or if there is no floor drain, install a catch pan drained to the exterior. Dispose of old water heater appropriately.

Bid Cost:          X          =           
   Base  Quantity  Total Cost

## Vapor Barrier

CRAWL

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

## Concrete Patio with Brick Foundation

REAR Exterior

Ensure enough slope on concrete slab to drain water away from the house. Pressure wash the entire Slab All construction of patio shall be up to current Building Code.

\* Rear Patio.

Remove old deteriorated Ramp.

Rebuild to Code requirements with Pressure treated lumber .

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

## Exterminate Insects

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

Bid Cost:                      X                      =                       
Base                      Quantity                      Total Cost

## Carpet & Pad-Removal- Healthy Homes

Den ,Hallway& Main Bedroom

Contractor to move furniture as required to complete carpet removal and return furniture. Remove existing carpet, pad, tack strips and metal edge strips to a code legal dump.  
Install Resilient flooring to Mfg Requirements .  
Owner's choice of color and style.

Bid Cost:                      X                      =                       
Base                      Quantity                      Total Cost

## Resilient Flooring- Healthy Homes

Den,Hallway & Main Bedroom

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

## Attic Insulation Increase to R-38

Attic

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

## 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:                      X                      =                       
Base                      Quantity                      Total Cost

# Work Specification

Wrap Misc. Wood Components

REAR DOOR

Exterior

Wrap all of the listed components with the appropriate vinyl or aluminum product. All materials and work shall comply with the Constructions Specifications and the Building Code. Components with lead hazards shall be treated in accordance with HUD and EPA lead hazard protocols.

\*ALL- WOOD Wall components at the Back Door - painted wood components around the door trim, AND all associated trim and wall boards.

\* This AREA has been filled in from a pre existing Sliding Glass door replacement.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_

Base

Quantity

Total Cost

## REMOVAL OF ASBESTOS CONTAINING MATERIALS (WALLBOARD AND JOINT COMPOUND)

BATHROOM

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: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_

Base

Quantity

Total Cost

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_