CHARLOTTE.

SAFE HOME / LEADSAFE CHARLOTTE
CITY OF CHARLOTTE
HOUSING & NEIGHBORHOOD SERVICES

BID OPENING CERTIFICATON RECORD

Date of Bid Walk: FEBRUARY 13,2020 (1 PM) Due Date: FEBRUARY 20 @ 2 PM_

HNS 20-52 4608 HIDDEN VALLEY

Public Body Estimate

Address	PBE Amount	PBE -15%	+15%
4608 HIDDEN VALLEY	$32,378.00	$27,521.30	$37,234.70

Bid Results

Addresses	Bidder 1	Bidder 2	Bidder 3	Bidder 4	Bidder 5
4608 HIDDEN VALLEY	**YESHUAS**	**JP GROUP**	**SCHULTZ**	**AVM**	
	$29,947.00	$33,040.00	$34,400.00	$34,775.00	

3/3/20

Bid Walk Attendees

YESHUAS BUILDERS	**JP GROUP**	**SCHULTZ**
AVM CONTRACTORS		

This is to certify that bids for the job identified above were publicly opened and read aloud in the Neighborhood & Business Services Office located at 600 E. Trade Street, Charlotte, NC.

Bids Opened By: D. RATHOD Bids Recorded By: J. M. MAHON

Witnessed By: Jasmine Kingcannon Date: FEBRUARY 20, 2020

Note: Responsive bids are those which fall within a range of 15% above and 15% below the public body cost estimate. As a general rule, the lowest responsive bid is recommended to the property owner for consideration.

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HOUSING & NEIGHBORHOOD SERIVCES

Contractor Award Recommendation Sheet

ADDRESS: 4608 HIDDEN VALLEY

Recommended Contractor YESHUA'S BUILDERS

Contract is not recommended due to:

_____

Attach Bid Sheet and Bids

This contractor

- has $67,300.00 $ amount of work 2 jobs in the pipeline
- ✓ is current on all projects, has no outstanding punch list items
- ✓ is in good standing with the City of Charlotte
- ✓ is not on any debarred lists

RS certifies that Contractor:

✓ is eligible and application and credentials have been verified by Amanda
✓ is lowest responsible bidder
_____ has specified any material changes or substitutions
_____ is not the lowest bidder, but other bidders are not responsible due to_____.

Insert or attach Photograph of JOB BOARD:

ATTACHED

Signed: James Mahon Date: 3-3-2020

Approved by: DMAdes Date: 3/3/20

Schultz

PM	Street	Amount	Start/Finish Date
EL	Beatties Ford*	24,250	
EL	Fairgreen	2,000	
EL	Newland	7,860	
MT	Mineral Springs	23,560	3/9-3/31
JM	Kimberly	8,160	

AVM

PM	Street	Amount	Start/Finish Dates
CH	Dublin*	34,250	2/17-3/24
JM	Dinglewood*	36,700	1/13-2/21
MT	Orvis	41,975	3/16-4/17
MT	(2) Watson	27,725	

Jasper

PM	Street	Amount	Start/Finish Date
JM	S. Summit	36,900	1/27-3/1
JM	Foxford*	17,200	
CH	Merriman	7,200	
MT	Scottsdale*	40,850	2/7-3/6
CH	Effingham	5,900	
EL	(3) St. Mark	61,000	

Yeshua

PM	Street	Amount	Start/Finish Dates
JM	Flint*	31,200	2/10-3/15
CH	Morgan	36,100	2/3-3/9

Habitat for Humanity

PM	Street	Amount	Start/Finish Dates
EL	Lasalle*	39,900	1/6-3/6

JP Group

PM	Street	Amount	Start/Finish Date
EL	Columbus*	36,000	1/28-3/31
MT	Allen	65,602	

GTB Construction

PM	Street	Amount	Start/Finish Date
NO Contracts Sam's Expired			

PM	Street	Amount	Start/Finish Date

ICM

PM	Street	Amount	Start/Finish Date

-3/31

CH	Merriman	7,200	2/7-3/6
MT	Scottsdale*	40,850	
CH	Effingham	5,900	
EL	(3) St. Mark	61,000	

Yeshua

PM	Street	Amount	Start/Finish Dates
JM	Flint*	31,200	2/10-3/15
CH	Morgan	36,100	2/3-3/9

art/Finish Dates

/17-3/24

/13-2/21

3/16-4/17

Habitat for Humanity

PM	Street	Amount	Start/Finish Dates
EL	Lasalle*	39,900	1/6-3/6

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CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

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 **4608 HIDDEN VALLEY ROAD** 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:

Twenty nine thousand nine hundred forty seven - 00/100 Dollars ($ 29,947.00)

Written total

Specs Dated: 02/04/2020	Number of Pages: 9 REHAB (15)
Addenda # 1 Dated:	Number of Pages:
Addenda # 2 Dated:	Number of Pages:

Project Schedule: *Minimum Start Date -* Mar. 2, 2020

Completion Deadline: Apr. 30, 2020

Please Print and Sign:

Company Name/Firm: YESHUA'S Builders LLC

Authorized Representative Name: John J. Lyons

Signature: [signature] Date: 2-20-20

G:\SELECTIVE REHAB TEAM\forms\bid forms and documents\Invitation to bid WARREN

Work Specification

Response Due: 2/20/2020 2:00 PM

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

Property Details

Address:	4608 Hidden Valley Rd Charlotte, NC 28213	Owner:	John Crawford
		Owner Phone:	Cell: (704) 208-8104 xgrandson
Structure Type:	Single Unit	Program(s):	Tested- NO LEAD SHFY19 Pre-Approved SH2019 Eligible
Square Feet:	1150		
Year Built:	1961		
Property Value:	79200		
Tax Parcel:	08904751		
Census Tract:			
Property Zone:	Council District 4		

Additional Comments

Bid walk on 2-13-2020 at 1PM.

Repairs

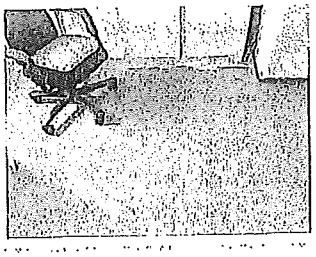
Description	Floor	Room	Exterior
Ceiling Fan with Light Kit-KITCHEN		KITCHEN	

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.

Bid Cost: — (Base) X 1 (Quantity) = 297.00 (Total Cost)

Floor System Repair -KITCHEN — 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 and insulating floor to code.



Bid Cost: — (Base) X 1 (Quantity) = 900.00 (Total Cost)

gb ✓ 1197.00

Work Specification

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 1 = 900.00
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 1 = 600.00
Base Quantity Total Cost

GFCI Receptacle 20 AMP-kITCHEN KITCHEN

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 1 = 600.00
Base Quantity Total Cost

Resillent Flooring-kITCHEN KITCHEN

Install 25 year warrantied resillent floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

Bid Cost: — X 1 = 900.00
Base Quantity Total Cost

Laundry Washer Connection Box KITCHEN

Install PVC vent pipe through the roof, laundry connection box with hot and cold hose bibbs, and 20 amp outlet on a separate circuit to service a washing machine.

Bid Cost: — X 1 = 500.00
Base Quantity Total Cost

Smoke Detector Hard Wired GEN REQ

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 1 = 950.00
Base Quantity Total Cost

✓ 4450.00

Work Specification

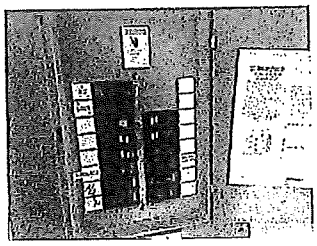
Combination CO / Smoke Detector Hard Wired GEN REQ

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost: — X 1 = 300.00
Base Quantity Total Cost

Electric Service 200 AMP GEN REQ

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 1 = 2600.00
Base Quantity Total Cost

Replace Receptacles, Switches, and Plates GEN REQ

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 1 = 1200.00
Base Quantity Total Cost

Ceiling Fan with Light Kit- LR LIVING ROOM Exterior

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.

Bid Cost: — X 1 = 300.00
Base Quantity Total Cost

Prehung Door Interior LIVING ROOM Exterior

Install a 1- 3/8" prehung, door including casing both sides and lockset. Match existing style and finish.

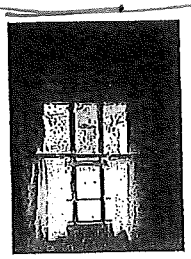
Bid Cost: — X 1 = 450.00
Base Quantity Total Cost

✓ 4850.00

Work Specification

Prehung Metal Door Entrance — EXTERIOR — Exterior

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.
* Front & Rear.



Bid Cost: — X 1 = 650.00
Base — Quantity — Total Cost

Aluminum Storm Door — EXTERIOR — Exterior

Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.
* Front & Rear

Bid Cost: — X 1 = 600.00
Base — Quantity — Total Cost

Floor System Repair -MAIN BATH — BATHROOM - MAIN

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 and insulating floor to code.

Bid Cost: — X 1 = 600.00
Base — Quantity — Total Cost

Vanity/ Counter Top/ Sink — BATHROOM - MAIN

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates. Vanity medicine cabinet/mirror to remain.

Bid Cost: — X 1 = 550.00
Base — Quantity — Total Cost

Resilient Flooring-MAIN BATH — BATHROOM - MAIN

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

Bid Cost: — X 1 = 400.00
Base — Quantity — Total Cost

AS ✓ 2800.00

Work Specification

Bath Exhaust Fan Replace-MAIN — **BATHROOM - MAIN**

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out.

Bid Cost: — X 1 = 600.00
Base Quantity Total Cost

Prep & Paint Room Semi Gloss- MAIN — **BATHROOM - MAIN**

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. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.
* Ceiling, walls and trim.

Bid Cost: — X 1 = 450.00
Base Quantity Total Cost

17" Height Commode Replace - MAIN — **BATHROOM - MAIN**

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

Bid Cost: — X 1 = 375.00
Base Quantity Total Cost

GFCI Receptacle 20 AMP - MAIN — **BATHROOM - MAIN**

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 1 = 300.00
Base Quantity Total Cost

Light Fixture Replace-MAIN BATH — **BATHROOM - MAIN**

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 1 = 250.00
Base Quantity Total Cost

Ceiling Fan with Light Kit - BR#2 — **BEDROOM 2**

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.

Bid Cost: — X 1 = 350.00
Base Quantity Total Cost

28 ✓ 2325.00

Work Specification

Ceiling Fan with Light Kit-BRM — **BEDROOM - MASTER**

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.

Bid Cost: — X 1 = 350.00
Base Quantity Total Cost

Floor System Repair - HALF BATH — **BATHROOM - HALF**

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 and insulating floor to code.

Bid Cost: — X 1 = 300.00
Base Quantity Total Cost

Resilient Flooring - HALF BATH — **BATHROOM - HALF**

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

Bid Cost: — X 1 = 300.00
Base Quantity Total Cost

17" Height Commode Replace — **BATHROOM - HALF**

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

Bid Cost: — X 1 = 325.00
Base Quantity Total Cost

Vanity/ Counter Top/ Sink — **BATHROOM - HALF**

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates. Vanity medicine cabinet/mirror to remain.

Bid Cost: — X 1 = 550.00
Base Quantity Total Cost

Bath Exhaust Fan Replace — **BATHROOM - HALF**

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out.

Bid Cost: — X 1 = 400.00
Base Quantity Total Cost

✓ 2225.00

Work Specification

GFCI Receptacle 20 AMP-HALF BATH **BATHROOM - HALF**

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 1 = 300.00
Base Quantity Total Cost

Prep & Paint Room Semi Gloss - HALF **BATHROOM - HALF**

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. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.
* Ceiling, walls and Trim

Bid Cost: — X 1 = 450.00
Base Quantity Total Cost

Prep & Paint Room Flat-DEN **DEN/OFFICE/STUDY** **Exterior**

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. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.
* Ceilings ,Walls and Trim

Bid Cost: — X 1 = 550.00
Base Quantity Total Cost

Light Fixture Replace **DEN/OFFICE/STUDY** **Exterior**

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 1 = 250.00
Base Quantity Total Cost

Cabinets Base **Kitchen**

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 1 = 1400.00
Base Quantity Total Cost

Cabinets Wall **Kitchen**

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 1 = 1400.00
Base Quantity Total Cost

✓ 4350.00

Work Specification

Prep & Paint Room Semi Gloss-KITCHEN

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. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.
* Includes Ceiling , walls and Trim.

Bid Cost: — X 1 = 550.00
Base Quantity Total Cost

REPAIR -Handrails- FRONT PORCH Front Exterior

Install Code approved handrails on front porch .

Bid Cost: — X 1 = 250.00
Base Quantity Total Cost

Light Fixture Exterior Exterior

Replace or install a UL approved, LED light fixture.

Bid Cost: — X 1 = 200.00
Base Quantity Total Cost

Grab Bars -MAIN BATHROOM-MAIN

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: — X 1 = 650.00
Base Quantity Total Cost

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 1 = 1200.00
Base Quantity Total Cost

✓ 2850.00

Work Specification

Steel Bathtub - Remove and Replace **BATHROOM -MAIN**

Install a 5' white, enameled, formed steel bathtub complete with slip-resistant surface, lever operated pop-up drain and overflow, PVC waste, single lever tub/shower diverter with water-saving shower head.

Bid Cost: — X 1 = 1200.00
Base Quantity Total Cost

Ceramic Wall Tile -BATH MAIN **BATHROOM- MAIN**

Install owner's choice ceramic wall tile over cement fiberboard with troweled adhesive. Include preformed base, cap, stop, return and trimmer pieces to complete installation. After at least 24 hours drying time, apply latex based portland cement grout. Clean all excess grout and apply mildew resistant white silicone caulk at all seams, fixture lips and pipe penetrations.

Bid Cost: — X 1 = 2,300.00
Base Quantity Total Cost

Secure Wrought Iron Railing **REAR RAILS- WROUGHT IRON**

Remove existing railing, repair anchor points as necessary and reinstall securely to meet the railing requirements of the Building Code.

Bid Cost: — X 1 = 150.00
Base Quantity Total Cost

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 1 = 1250.00
Base Quantity Total Cost

Certification

Contractor Name: Yeshua's Builders LLC **Total Cost:** 29,947.00

Signature: John T. Lyons **Date:** 2-20-20

John T. Lyons

20-4900.00

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NEIGHBORHOOD & BUSINESS SERVICES

Invitation to Bid NBS-20-52

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-20-52

Project Address: **4608 HIDDEN VALLEY ROAD SAFE HOME**	
Bid Walk: THURSDAY FEBRUARY 13, 2020 @ 1:00 PM	
Bid Opening: THURSDAY FEBRUARY 20 , 2020 @ 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

BM

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NEIGHBORHOOD & BUSINESS SERVICES

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)