

# REQUEST FOR PROPOSAL

# 6628

Community Development Block Grant

Rehab Project for

620 Brooks Street, Ann Arbor, MI 48103

Prepared By:

Washtenaw County Purchasing  
Administration Building  
220 N. Main B-35  
Ann Arbor, MI 48104

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Senior Buyer  
(734) 222- 6749





## WASHTENAW COUNTY

Finance Department

**Purchasing Division**

220 N. Main, Ann Arbor, MI 48104  
Phone (734) 222-6760, Fax (734) 222-6764

### REQUEST FOR PROPOSAL # 6628

June 14, 2011

Washtenaw County Purchasing Division on behalf of the Washtenaw County Office of Community Development is issuing a Sealed Request for Proposal (RFP) 6628 for a CDBG – Rehab project at 620 Brooks Street, Ann Arbor, MI 48103. Only qualified vendors through the CDBG Community Development Program will be able to bid on this project. However, if you want to become a qualified vendor for the City/County Community Development

[http://www.ewashtenaw.org/government/departments/community\\_development/contractor\\_resources](http://www.ewashtenaw.org/government/departments/community_development/contractor_resources) and click on housing rehabilitation program contracts and then click the link for the housing rehab application.

A **mandatory walk through** is scheduled for **Tuesday, June 21, 2011 at 11:00 a.m.** located at 620 Brooks Street, Ann Arbor, MI 48103.

**Sealed Proposals:** Vendor will deliver one (1) original and two (2) copies to the following address:

**Washtenaw County  
Administration Building  
Purchasing Division  
220 N. Main St. Room B-35  
Ann Arbor, MI. 48107**

**Due date by Thursday, June 30, 2011 at 3:00 PM**

This submission shall include the entire Request for Proposal document and any amendments if issued.

Proposals received after the above cited time will be considered a late quote and are not acceptable unless waived by the Purchasing Manager.

- Please use the attached self-addressed label or the envelope must be clearly marked "SEALED RFP # 6628".
- Please direct purchasing and procedural questions regarding this RFP to Anne Strieter [strietera@ewashtenaw.org](mailto:strietera@ewashtenaw.org) at (734) 222-6749.
- Please direct specific technical questions regarding this RFP to Jon Van Eck [vanecki@ewashtenaw.org](mailto:vanecki@ewashtenaw.org) at (734) 622-9013

I. PROPOSAL

**Definitions:**

**"County"** is Washtenaw County in Michigan.

**"Bidder"** an individual or business submitting a bid to Washtenaw County.

**"Contractor"** One who contracts to perform work or furnish materials in accordance with a contract.

**Purpose of Proposal:**

Washtenaw County is accepting proposals for CDBG Rehab Project at 620 Brooks Street, Ann Arbor, MI 48103. **Current qualified vendors** with Community Development are invited to submit bids.

**Proposal Terms:**

A. Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected it will be the most advantageous regarding price, quality of service, the Contractors qualifications and capabilities to provide the specified service; Washtenaw County may consider other factors as well. The County does not intend to award contracts fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before contracts would be awarded, and negotiations would be undertaken with those Contractor(s) whose proposals are deemed to best meet the County's specifications and needs.

B. The County reserves the right to reject any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures, and to accept or further negotiate cost, terms, or conditions of any bid.

C. Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

D. In the event it becomes necessary to revise any part of the RFP, addenda will be provided. Deadlines for submission of RFP's may be adjusted to allow for revisions. The **entire** proposal document with any addenda should be submitted in **triplicate**. To be considered, the original proposal and two copies must be at the County Purchasing Division on or before the date and time specified.

E. Proposals should be prepared simply and economically providing a straight forward, concise description of the contractor's ability to meet the requirements of the RFP. Proposals shall be written in ink or typewritten. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person **signing** the proposal.

## RFP 6628 CDBG 620 Brooks Street, Ann Arbor

### F. Award

Contractors shall be selected for their quality of service, qualifications and capabilities to provide the specified service as outlined earlier in this RFP under "Purpose of Proposal" (page 3). The County does not intend to award contracts fully on the basis of any response made to this proposal. The County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that contractor(s) whose proposals are deemed to best meet the County's specifications and needs.

G. Bids are opened at the designated time and bid tabulation is prepared for review with the homeowner. The lowest responsive, responsible bid will generally be recommended to the property owner for acceptance, unless the contractor appears to have a low bid due to an incomplete response. However, the owner has the right to reject any and all bids, or select a contractor of his/her choice, provided the difference in costs are paid by the owner. The property owner may select any eligible bid, as long as the price quoted is within 15 percent (15%) lower or 15 (15%) percent higher of the cost estimate prepared by the Rehabilitation Specialist and does not exceed the maximum dollar limits of the program. If none of the bids solicited are within 15 percent (15%) lower or 15 percent (15%) higher of the work write-up, the proposals must be rejected and other proposals must be obtained that are within the specified cost limits. The owner has the option to reject all bids not within 15 percent (15%) of the cost estimate.

### H. Time of Commencement and Completion

*The work shall commence within 21 calendar days of authorization by written Notice to Proceed from the OCD and shall be completed no later than 90 calendar days from the commencement date of the Notice to Proceed. The Contractor shall pay one hundred dollars (\$100.00) per day, as liquidated damages for each calendar day of delay (from the original start date) until the work is begun. If work has begun, the liquidated damages may not exceed seventy five percent (75%) of the remaining balance of the Homeowners contract starting from the original completion date. If liquidated damages should reach 75% of the remaining balance the contract shall be terminated and the remaining work shall be completed in a manner best deemed appropriate by the OCD Rehabilitation Specialist. If work has not begun within 30 calendar days the contract will be terminated and the work will be negotiated with the next responsive and responsible bidding contractor. If the work is delayed at any time by causes beyond the contractor's control, then the contract may be extended by "change order" for such reasonable time as the OCD Rehabilitation Specialist deems necessary. Contractors may submit a written withdrawal within seven (7) calendar days prior to the 21-day commence date.*

I. By bidding on this proposal, Contractor assures the County that it will comply with Federal Regulation 45 CFR Part 76 and certifies that to the best of its knowledge and belief the Contractor and any subcontractors retained by Contractor:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or contractor;
2. Have not within a three-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or

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commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in section 2, and ;
4. Have not within a three-year period preceding this Contract had one or more public transactions (federal, state or local) terminated for cause or default.

## II. STANDARD PROVISIONS FOR CONTRACT

If a contract is awarded, there will be two contracts. One contract will be between Washtenaw County and the homeowner, the second contract will be between the homeowner and the contractor. The selected contractor vendor(s) will be required to adhere to a set of general contract provisions which will become a part of any formal agreement. These provisions are general principles which apply for all Service Contractors to Washtenaw County such as the following:

### **Below, is the sample contract between the Homeowner and the Contractor:**

WHEREAS, the OWNER desires to improve and rehabilitate the single family dwelling located in the City of Ann Arbor, Washtenaw County, Michigan described as follows:

LOT 12 JAMES B GOTTS 2ND ADDN (parcel I.D. #: 09-09-20-310-006)  
Commonly known as **620 Brooks Street, Ann Arbor**, Michigan, 48103

WHEREAS, the CONTRACTOR desires to complete the rehabilitation work at said property;

NOW, THEREFORE, in consideration of the mutual promises contained herein, the OWNER and the CONTRACTOR agree as follows:

ARTICLE 1 - THE CONTRACT DOCUMENTS The Contract Documents consist of this Agreement, Drawings, Specifications, all addenda issued prior to execution of this Agreement and all Modifications issued subsequent thereto, and Special Conditions and General Conditions as defined in the "All Trades Master Specifications" of the Office of Community Development Housing Rehabilitation Program. By signing this agreement, CONTRACTOR acknowledges receipt of the above listed documents. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein. An enumeration of the Contract Documents appears in Article 7. No work outside the scope of this contract will be done without prior written approval from the Office of Community Development.

ARTICLE 2 - THE WORK The CONTRACTOR shall perform all the Work required by the Contract Documents referenced in Article 1 for the rehabilitation construction.

ARTICLE 3 - TIME OF COMMENCEMENT AND COMPLETION The work to be performed under this Contract shall be described in the Work Order specifications attached in Exhibit 1 and must be completed within 120 days from the issuance of the Purchase Order generated from this Contract.

ARTICLE 4 - CONTRACT AMOUNT The CONTRACTOR shall be paid by Washtenaw County from the funds provided to the OWNER by the Washtenaw County Urban County Consortium through the Office of Community Development (OCD) pursuant to a contract between the OWNER and WASHTENAW COUNTY and other funding sources for the performance of the work, subject to additions and deductions by Change Order as provided in the Conditions of the Contract. The Contract amount shall be **Insert Contract Amount** Dollars.

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**ARTICLE 5 - PROGRESS PAYMENTS** Based upon Applications for Payment submitted to the Office of Community Development by the CONTRACTOR, Washtenaw County through the Office of Community Development, shall make payments on behalf of the OWNER as follows:

Two progress payments each to be 40% of the value of this Agreement will be made upon satisfactory completion of an equal portion of the work.

- Under no circumstances will payment be made in advance for materials or supplies or before completion of work.
- No payment shall be made to the CONTRACTOR without approval of the OWNER.

**ARTICLE 6 - FINAL PAYMENT** Final payment, consisting of the entire unpaid balance of the Contract amount shall be released by the Washtenaw County Office of Community Development on behalf of the OWNER to the CONTRACTOR after Final Completion of the Work, provided the Work has been completed and approved via final inspection by the Rehabilitation Specialist/Inspector, written statement of satisfaction from the OWNER and the Contract is fully performed.

**ARTICLE 7 - MISCELLANEOUS PROVISIONS** Terms used in this Agreement which are defined in the Conditions of the Contract shall have the meanings designated in those Conditions.

7.1 The Contract Documents, which constitute the entire agreement between the OWNER and the CONTRACTOR, are listed in Article 1 and, except for Modifications issued after execution of this Agreement, are enumerated as follows: Work Order Specifications, General Conditions, Special Conditions, Master Specifications, Drawings, Notice to Proceed Order.

7.2 The OWNER has authorized Washtenaw County acting through the Office of Community Development to act on behalf of the OWNER under the terms of a Contract between the OWNER and Washtenaw County, to be filed with this Contract in the offices of the Washtenaw County Clerk and identified as CR \_\_\_\_#.

7.3 The parties hereto agree to hold Washtenaw County, its officers, elected officials and employees, harmless for any damages concerning the undertaking and execution of this Agreement.

7.4 The premises may be occupied during the course of construction work unless the scope of the work necessitates relocation as determined by the Office of Community Development.

7.5 All work is to be completed according to applicable building, plumbing, electrical and housing codes and federal housing standards. All work is to conform to requirements set forth by the Building Official(s) having authority in the jurisdiction of the property being rehabilitated, All Trades Master Specifications of the Office of Community Development, unless otherwise noted in writing by the Rehabilitation Specialist/Inspector. The Rehabilitation Specialist/Inspector will conduct ongoing inspections to ensure that improvements indicated in the specifications are completed.

7.6 The OWNER shall provide the Contractor with access to the premises, including the use of power and water as needed to complete the rehabilitation work, between the hours of 7:00 a.m. and 6:00 p.m. Additional times may be arranged upon written mutual consent. Failure to allow CONTRACTOR access may result in termination of agreement and require repayment, by the OWNER, of any funds advanced to the CONTRACTOR on the OWNER's behalf.

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7.7 The OWNER shall be responsible for moving personal possessions from the areas where work will be completed as determined by the Rehabilitation Specialist/Inspector. The OWNER will also be responsible for keeping the areas accessible so that the CONTRACTOR can complete the work.

7.8 Neither the OWNER nor the CONTRACTOR shall alter, amend, or deviate from the Work Order specifications prepared by the Office of Community Development, and signed by the both parties without prior written approval from the OCD Rehabilitation Specialist/Inspector.

7.9 The OWNER shall not personally or through any actions of another (family, friends, outside contractors, etc.) halt, harass or interfere with the progress of construction work or workers. Failure to comply may result in the termination of the project agreement and could require repayment, by the OWNER, of any funds advanced to the CONTRACTOR on the OWNER's behalf.

7.10 In the event a dispute arises with the OWNER and CONTRACTOR, the Office of Community Development will evaluate the situation and make a determination as to the resolution of the issue. If OCD's determination is not satisfactory, either party may request an exception by requesting OCD staff place the issue on the agenda of the Urban County Executive Committee for action. The parties agree that decisions made by the Urban County Executive Committee will be binding.

7.11 CONTRACTOR shall maintain commercial general liability insurance including coverage for premises, operations, independent contractors and products-completed operations coverage with a limit not less than \$1,000,000. The CONTRACTOR shall name the OWNER and Washtenaw County as an additional insured within the CONTRACTOR'S commercial general liability policy. The CONTRACTOR shall maintain statutory workers compensation and employers liability insurance.



<b>SIGNATURE PAGE</b>
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_____ Signature	_____ Company Name
_____ Print Name	_____ Company Address
_____ Title	_____ City, County, St. Zip
_____ Telephone #	_____ Fax #
_____ Federal Tax ID #	_____ Email Address for Purchase Orders

By checking this box we hereby certify that we are a Washtenaw County company as defined in paragraph I.G. above. If proven otherwise you may be subject to Disbarment and/or Suspension of doing business with Washtenaw County.

**The above individual is authorized to sign on behalf of company submitting proposal.**

Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days.

**III. PRICE SHEET**

The following is hereby submitted as per your request. This bid covers all work and/or specified in the bid documents received for this job.

**Project: SFR-1418**

**Project:** Johnnye Johnson  
620 Brooks Street  
Ann Arbor, MI 48103  
734-216-3370

**Inspector:** Jon Van Eck  
734 622-9013

The following is hereby submitted as per your request. This bid covers all work and/or specified in the bid documents received for this job.

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Workorder Specifications and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the Work in a workmanlike manner and in strict accordance with the proposed Workorder Specifications, including furnishing of any construct, and complete said Work in accordance with the Workorder Specifications, for the sum of money:

Include all alternates, labor, materials, services, and equipment necessary for the completion of the work shown on the Drawings and in the Specifications:

Base Bid \_\_\_\_\_ Dollars: \$ \_\_\_\_\_

10% Contingency \$ \_\_\_\_\_ **(Do not add to base bid amount)**

The undersigned agrees to execute a contract for work covered by this proposal, provided that he is notified of its acceptance within ninety (90) days after the opening of the bid proposals.

**SUMMARY OF BASE BID**

The aforementioned base bid is broken down as follows:

GENERAL WORK	\$ _____
PLUMBING	\$ _____
HVAC	\$ _____
ELECTRICAL	\$ _____
ENVIRONMENTAL	\$ _____

**CONTRACTOR INFORMATION**

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

Phone: \_\_\_\_\_

Fed. Tax ID: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(No Bid Response Required: Contractor must respond in writing if declining to bid.)**

Item	Specification	Quantity/Unit	Total Cost
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**General Requirements**  
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**1 General Notes**

1. The Contractor shall have access to the premises between 7:00 AM and 6:00PM to complete work.
  
2. The contractor shall be responsible for moving and relocating normal amounts of furniture, appliances and personal property which have been boxed or packed by the homeowner. The homeowner shall be responsible for packing all fragile items and removing excess furniture, personal property from work areas prior to construction.
  
3. Dimensions given are approximate, the contractor shall conduct a pre-bid inspection so as to field verify all measurements and dimensions.
  
4. "Approved equals" must be approved by The Office of Community Development Department.
  
5. Include all alternates in base bid.
  
6. Copies of permits, inspection tickets, and work order specifications shall be kept on jobsite and displayed in an inconspicuous location until the completion of the project.

Priority Level 1.00 NC \$ No Charge

**2 Field Verify Quantities, Dimensions, and Measurements**

All measurements, quantities, and dimensions included in the Construction Work Order are for the contractor's general reference prior to a mandatory site inspection to field verify measurements, quantities and dimensions. **All measurements, quantities, dimensions are approximates.** No claim for additional funds due to discrepancies in measurements or quantities shall be honored if not submitted at the time of the initial bid proposal.

Priority Level 1.00 NC \$ No Charge

**3 All Permits Required**

The contractor shall supply (2) copies of the Construction Work Order to the local Building Department, apply for, pay for, obtain and forward copies of the following indicated permits to the Office of Community Development :  Plumbing;  Electric;  HVAC;  Building;  Zoning;  Lead Abatement;  Asbestos Abatement.

**\*\* Contractor is also responsible for preparing and submitting all plans and drawings when required by the local building department.**

Priority Level 1.00 AL \$ \_\_\_\_\_

**4 1 Year General Warranty**

Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within one year from final payment. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

Priority Level 1.00 NC \$ No Charge

**5 Codes And Ordinances**

In the execution of the itemized scope of work, the contractor shall facilitate inspection and comply with all governing codes and ordinances of The City of Ann Arbor, The County of Washtenaw, and the State of Michigan pertaining to building construction, zoning, environmental protection, energy efficiency and worker safety.

Priority Level 1.00 NC \$ No Charge

Item	Specification	Quantity/Unit	Total Cost
6	<p><b>Close-in Inspections Required</b> Call the agency for inspection of all work that will be concealed from view before it is closed in. This type of inspection frequently includes, but is not limited to: <b>footings, roof sheathing &amp; flashing prior to installation of new felt &amp; shingles, and repaired framing &amp; decking prior to installation of underlayment &amp; floor coverings.</b></p> <p>Priority Level</p>	1.00 NC	\$ No Charge
7	<p><b>Workmanship Standards</b> All work shall be performed by mechanics both certified, licensed and or skilled in their particular trade as well as the tasks assigned to them. Workers shall protect all surrounding surfaces as long as required to eliminate damage.</p> <p>Priority Level</p>	1.00 NC	\$ No Charge
8	<p><b>Work Times</b> Contractors and their Subcontractors shall schedule working hours between 7:00am and 6:00pm Monday through Friday. Requests to work on weekends and before or after these hours must be approved by the homeowner.</p> <p>Priority Level</p>	1.00 NC	\$ No Charge
9	<p><b>Time of Commencement &amp; Completion Clause</b> The Work shall commence within 21 calendar days of authorization by written Notice to Proceed from the Office of Community Development (OCD) and shall be completed no later than 90 calendar days from the commencement date of the Notice to Proceed**. The Contractor shall be liable for, and shall pay (\$ 100.00) one hundred dollars per day, as liquidated damages for each calendar day of delay until the work begins and/or is completed. If work has begun, the liquidated damages may not exceed 75% seventy five percent of the remaining balance of the homeowners contract. If liquidated damages should reach 75% of the remaining balance the contract shall be terminated and the remaining Work shall be completed completed in the best manner deemed appropriate by the OCD. If Work has not begun within 30 calendar days the contract shall be terminated and the Work shall be negotiated with the next responsive and responsible bidding contractor <b>** If the work is delayed at any time by causes beyond the contractor's control, then the contract may be extended by "change order" for such reasonable time as the OCD staff deems necessary.</b> ***Contractors may submit a written withdrawal with in 7 calendar days prior to the 14 day commence date.</p> <p>Priority Level</p>	1.00 NC	\$ No Charge
10	<p><b>Job Behavior</b> The following behaviors in any worker shall not be permitted and may result in the owner terminating the contract for cause: theft, lewd or lascivious acts, foul language, intoxication, use of illegal drugs, abusive behavior, and willful destruction of owners property.</p> <p>Priority Level</p>	1.00 NC	\$ No Charge
11	<p><b>Manufacturer's Specs Prevail</b> All materials shall be installed in full accordance with the manufacturer's specifications for working conditions, surface preparation, methods, protection and testing.</p> <p>Priority Level</p>	1.00 nc	\$ No Charge
12	<p><b>Site Clean-Up</b> The Contractor agrees to keep the construction site cleared of trash and construction debris, cleaning the site on a daily basis. Contractor will provide an approved receptacle at his/her cost. The site must be cleaned up each evening before the end of the work day.</p> <p>Priority Level</p>	1.00 NC	\$ No Charge

Item	Specification	Quantity/Unit	Total Cost
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**13 Post Warning Sign/Tape**

Following Federal guidelines post interior and exterior signs/tape to remind workers, warn occupants, and the public of the presents of potentially hazardous lead conditions. Keep signs/tape in good condition and in place until final clearance has passed.

Post OSHA compliance notice to workers as follows:

**WARNING LEAD WORK AREA POISON NO SMOKING OR EATING**

Priority Level

1.00 NC

\$ No Charge

**14 Occupant Protection Plan**

Pursuant to 24CFR Part 35 and MCL 333.5451 or Michigan Rule No. 325.9917 (4) (a) & ( b). All lead-based paint activity and or Abatement projects must not be started before an occupant protection plan specific to the structure is developed by a Michigan certified Abatement Project Designer or Abatement Supervisor. The plan shall describe measures and management procedures that shall be taken to protect the building occupants.

Priority Level

1.00 nc

\$ No Charge

**15 Contractor Certification**

All contractors performing lead work shall provide copies of their training and certification prior to commencement of work.

All persons supervising workers or legally responsible for job conditions must provide proof of successful completion of the **HUD supervisor training course in Lead Hazard Abatement** prior to commencement.

All persons carrying out abatement activities must provide proof of completion of a HUD worker training course(s) in one or more of the following lead hazard abatement, self protection and safe work practices prior to commencement of work.

Priority Level

1.00 nc

\$ No Charge

**16 Occupant Relocation**

Because lead hazard reduction work in the home can generate lead contaminated dust that could be dangerous to occupants, particularly young children, it may be necessary to temporarily relocate the family during this phase of the rehabilitation work.

**The Office of Community Development shall pay the costs for relocation during the Lead Hazard Reduction Phase Only.**

**Any additional costs for relocation, packing, moving, and storage beyond the specified period of relocation will be paid by the contractor.**

Priority Level

1.00 nc

\$ No Charge

Item	Specification	Quantity/Unit	Total Cost
<b>17</b>	<p><b>Lead Based Paint Standards &amp; Guidelines</b>                      The execution of this (interim control / abatement) work shall comply with all applicable state, federal and local laws, rules, regulations and guidelines. Some of these standards include: 24 CFR Part 35 Code of Federal Regulations, 29 CFR 1926-Construction Industry Standards, 29 CFR 1926.62-Construction Industry Lead Standard, 29 CFR 1910.1200-Hazard Communication, 40 CFR Part 261-EPA Regulations, NCLSH-HUD Lead Paint Guidelines for residential structures.</p> <p><b>NOTE: THE COMMUNITY DEVELOPMENT DEPARTMENT MUST COMPLY WITH FEDERAL REGULATIONS AS THEY APPLY TO LEAD. IF THE WINNING BID IS RETURNED WITH HARD COSTS EXCEEDING THE MAXIMUM PER FEDERAL GUIDELINES, ALL LEAD WORK MUST BE PERFORMED IN ACCORDANCE WITH ABATEMENT ACTIVITIES. IN THE EVENT OF THIS HAPPENING, THE WINNING CONTRACTOR MUST HAVE PROPERLY LICENSED STAFF IN ORDER TO PERFORM THE ABATEMENT WORK. IF THE WINNING CONTRACTOR DOES NOT HAVE PROPERLY LICENSED STAFF IN ACCORDANCE WITH FEDERAL REGULATIONS THE BID SHALL NOT BE AWARDED TO SAID CONTRACTOR, BUT TO THE NEXT LOWEST BIDDER.</b></p>		
	Priority Level	<u>1.00</u> NC	\$ <u>No Charge</u>
<b>18</b>	<p><b>ABATEMENT ACTIVITY</b>                      All line items listed as an <b>****ABATEMENT ACTIVITY****</b> must be completed in accordance to 24CFR part 35 of the Code of Federal Regulations. This includes homeowner/State notifications, demolition, removal, disposal, installation, cleaning, and testing.</p> <p><b>NOTE: Refer to XRF Data sheet for Hazardous Conditions. All "Deteriorated" Conditions Must Be Properly Abated. Any Items Listed In Individual Specs Are For Reference Only And May Not Contain All Issues Of Report. Refer to Rehab Specialist With Any Questions.</b></p>		
	Priority Level	<u>1.00</u> NC	\$ <u>No Charge</u>
<b>19</b>	<p><b>HEPA / Wet Clean / HEPA</b>                      After completion of all work, removal of containment and repositioning of all furniture, HEPA vacuum all visible surfaces in immediate area of work. include clothing, furniture, walls, floors and ceilings. Wet wipe all surfaces with a lead specific detergent or equivalent and rinse. After surface is dry, HEPA vacuum all visible surfaces except ceiling.</p>		
	Priority Level	<u>1.00</u> NC	\$ <u>No Charge</u>
<b>20</b>	<p><b>Clearance Examination</b>                      Using a trained and certified lead paint inspector, a lead hazard risk assessor, or if approved, a sampling technician, one hour after completion of all lead hazard reduction, renovation and maintenance work, conduct a visual assessment for evidence of remaining paint chips, visible dust debris and residue. Randomly select four (4) floors, two (2) window sills and two (2) window troughs to dust wipe test as per protocol in the HUD Guidelines. Submit the dust samples, plus a blank sample, to an EPA-accredited lead analytical laboratory for determination of lead content. Provide the owner, occupants and this agency with the clearance report and a "Notice of Lead Hazard Reduction" within 15 days of achieving final clearance, in accordance with 23 CFR Part 35.</p> <p><b>NOTE: The Office of Community Development will only pay for passed clearance examinations. The contractor shall be responsible for the repayment to Community Development for <u>all</u> failed clearance examinations.</b></p>		
	Priority Level	<u>1.00</u> NC	\$ <u>No Charge</u>
<b>21</b>	<p><b>10% Contingency -- (Do not add to base bid amount)</b>                      A contract contingency of 10% shall be added by the contractor to contribute to the base bid amount for the costs of unforeseen and unexpected work items. Contingency expenditures must be approved by the rehabilitation specialist. <b>This amount is <u>not</u> a guaranteed payment to the contractor and shall be deleted from the contract amount if unused.</b></p>		
	Priority Level	<u>1.00</u> AL	\$ _____

Item	Specification	Quantity/Unit	Total Cost
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**House Exterior**

**22 Weatherproof Receptacle to Code**

Install a 15 amp, ground fault protected, surface mounted, weatherproof, PVC or non-ferrous box and receptacle using #14 copper Romex in EMT. Receptacle cover shall be permanently connected to box. Any exposed exterior wiring shall be run in conduit.

**NOTE: Rear of House and Driveway Side. Approx. 22 ft. of Exposed Wire Running Along Driveway Side**

Priority Level 2.00 EA \$ \_\_\_\_\_

**23 Flood Light--double Bulb**

Install a building mounted, double lamp, incandescent flood light. Owner's choice of an interior or photoelectric switch. Any exposed exterior wiring shall be run in conduit.

**NOTE: Side Door @ Driveway and Back of House**

Priority Level 2.00 EA \$ \_\_\_\_\_

**24 Tear Off And Re-roof Shingles**

Remove and dispose of all roofing & defective sheathing. Following all applicable codes and manufacturers recommendations, cut a 1" wide vent at ridge board. Replace up to 5 sf. of sheathing per 100 sf of roof using pine board or CDX plywood of matching thickness. Staple 15 lb. felt, cover with water and ice shield, installed to extend a minimum of 2-feet into interior heated space. Install preformed aluminum, drip edge, and vent pipe boots. Install a 250 lb. fiberglass asphalt, 3 tab or dimensional shingle with a 25 yr. warranty. Replace all flashing. Install shingle-over ridge vent.

Priority Level 1,952.00 SF \$ \_\_\_\_\_

**25 EPDM -- Install per Manufacturers Recommendations**

Install 60 mil EPDM, single ply roof, fully adhered with proper adhesive per manufacturer's specs. Provide a 10 year warranty. Include all termination bars, properly sized drip-edge, butyl, flashing etc. per manufacturers recommendations.

**NOTE: Avoid the exposure of EPDM roofing materials to petroleum products, grease, solvents, or oils.**

**NOTE: Front Porch and Back Porch Roofs**

Priority Level 396.00 SF \$ \_\_\_\_\_

**26 Steps w/Enclosed Risers -- Repl Exterior**

Remove and dispose of existing concrete steps. Construct a replacement unit with two 2"x 12" preservative treated pine stringers, 5/4" PTP stepping stock treads, on a solid concrete footer. Frame stairs 6ft. wide connecting to existing porch landing. Enclose risers. Construct a wood hand/guard railing to code legal requirements.

**NOTE: EA = Each Tread  
Front Porch**

Priority Level 3.00 EA \$ \_\_\_\_\_

Item	Specification	Quantity/Unit	Total Cost
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**27 Elastomeric Encapsulant**

Using lead safe work practices properly prepare surface by wet scraping. Properly prepare work area to capture paint chips and debris, HEPA vac, and apply recommended primer and encapsulate surface in accordance with manufacturer's written specifications. Use an Elastomeric Encapsulant. Owners choice of color.

\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\*

**NOTE: Columns (3) and Decorative Trim (2)**

Priority Level	5.00 EA	\$ _____
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**28 Vinyl Dh, Dg, Low-e Window**

Using lead safe work practices, remove package in plastic and dispose of entire window unit and interior trim. Field measure and install to code a PVC, 1 over 1, double hung, double glazed, argon filled window with at least an R-4 rating complete with screen, hardware, weatherstripping, insulation, and caulking. Wrap exterior jamb and sill with aluminum coil stock. Re-trim opening with 1" x 6" casing, apron and pine stool. Prep for paint and prime new wood. Clean glass. In bathrooms use obscure glass. In stairways install to code. HEPA vac and wet clean all visible dust and debris.

\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\*

**NOTE: 16 House Windows**

Priority Level	16.00 EA	\$ _____
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**29 Exterior -- Trim and Frame Replace**

Remove storm windows and carefully store for re-installation. Using lead safe work practices remove, package in plastic and dispose of lead painted frames and trim around storm windows. Repair all areas damaged during the removal process. Install new frames and trim to fit existing storms. HEPA vac and wet clean all visible dust and debris. Prep, prime and topcoat all new wood to match existing using a premium exterior low-VOC paint. Re-install existing storm windows. Caulk as needed.

\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\*

**NOTE: Back Porch**

Priority Level	14.00 EA	\$ _____
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**30 Hose Bibb**

Install a bronze, freeze free hose bibb on outside of structure with inside shut-off valve and backflow preventer. Seal exterior penetration with silicone caulk.

Priority Level	1.00 EA	\$ _____
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**31 Ext. Door Replace-- Metal Prehung w/light**

Cover vertical work surfaces with min. 6-mil plastic. Remove, package and dispose of door, frame and casing. Install a prehung, insulated, 6 panel, metal skinned entrance door w/light and jamb include interior, exterior trim, casing, magnetic weather stripping, interlocking threshold, wide angle peep site, dead bolt and entrance locksets keyed alike. Prime, prep and top coat all exposed wood and metal with owners choice or color(s). HEPA vacuum work area remove and properly dispose of poly.

\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\*

**Note: See Lead Report For Further Details. 3 Doors on House and 1 Door on Garage.**

Priority Level	4.00 EA	\$ _____
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Item	Specification	Quantity/Unit	Total Cost
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**32 Door Overhead Garage**

Using lead safe work practice, remove, package and dispose of existing door, track and hardware. Install a sectional vinyl clad garage door. Include all hardware, exterior trim, and drip cap. Wrap jamb with aluminum. Owners choice or color(s). HEPA vac and wet clean any visible debris. Remove and properly dispose of poly.

**\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\***

**Note: See Lead Report For Further Details.**

Priority Level	1.00 EA	\$ _____
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**Basement/Utilities**  
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**33 Glass Block--Basement**

Remove and dispose of existing basement window and frame. Block opening with 6"x 6"x 4" thick glass block with tooled joints both sides. Include proper venting per square footage of basement area. Include any trim work or tooling of mortar around newly installed window(s) to give final project a finished appearance on interior and exterior.

Priority Level	5.00 EA	\$ _____
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**34 Rewire To Code--per Room**

Rewire unit to current Electric Code, including but not limited to: surface mount GFI in bathroom(s) & kitchen; 15 amp grounded receptacles on all usable walls; switched lights in all halls (including 3-way switches), kitchens, bathrooms and furnace areas; hard wired smoke detectors, and carbon monoxide detectors; cover plates; counter receptacles; and circuits. Fish all wire and repair all tearout to finish. Does not include service entrance.

**NOTE: Any Tear Out Should Be Treated As If Lead Existed.**

**Foyer, Stairway, Living Rm., Dining Rm 1, Dining Rm 2, Bedroom 1, Bathroom, Kitchen, Porch, 2nd Floor Bedrooms (3), Entire Basement**

Priority Level	14.00 RM	\$ _____
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**35 Furnace--Gas Repl 80,000 Btu 90% Efficient**

Dispose of furnace in legal dump. Install a ENERGY STAR rated 80,000 BTU, 90% efficient, intermittent, gas fired, forced air furnace with minimum AFUE rating of 90 to existing plenum and gas line. Include all necessary materials and connections to achieve a code compliant installation. Use Trane XR series or an approved equal.

**\*\*\*BID AS ALTERNATE\*\*\***

Priority Level	1.00	\$ _____
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**36 Dryer Vent-- W/ Metal Duct**

Install a rigid metal duct from the dryer exhaust extending to an aluminum or vinyl weather head with air backflow preventer. Include removable rodent and pest screen.

**\*\*\*BID AS ALTERNATE\*\*\***

Priority Level	10.00 LF	\$ _____
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**37 Faucet--laundry Tub**

Remove and dispose of existing. Install a two handle, brass faucet with hose threading on laundry tub.

Priority Level	1.00 EA	\$ _____
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Item	Specification	Quantity/Unit	Total Cost
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**38 Water Heater-- 40 Gallon Gas**

Install a 40 gallon, glass lined, standard recovery, insulated, ENERGY SAVING ENERGY STAR QUALIFIED gas water heater with a min. 6 year warranty. Include over flow pan, pressure and temperature relief valve, discharge tube to within 4" of floor or to outside of structure, vent, thimble, water and gas piping from shut-off valve to fixture where needed. Dispose of old water heater in code legal dump. Supply all warranties and documents to owner.

\*\*\*BID AS ALTERNATE\*\*\*

Priority Level 1.00 EA \$ \_\_\_\_\_

**39 Supply--copper**

Install type L or M rigid copper supply lines to fixtures with silver/tin solder. No solder containing lead is allowed. Size piping to 1990 CABO minimums per table p. 2406.5 and provide shut off valves at all fixtures. Provide dielectric unions at iron pipe joints.

**NOTE: Approx. 2 ft. @ Laundry Tub & 1 ft. @ Hand Sink**

Priority Level 3.00 LF \$ \_\_\_\_\_

**40 Shut-off -- Ball Valves**

Install a two-piece body, chromed brass ball valve with blowout proof stem and reinforced with TFE seats on existing water supply line. If installing on water main contact City water department to have water shut-off at street prior to work, and turned back on after work is completed.

**NOTE: 2 @ Water Main and 4 @ Laundry Tub**

Priority Level 6.00 EA \$ \_\_\_\_\_

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**First Floor**  
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**41 Baseboard Trim--Replace w/Like Kind**

Remove, package and dispose of lead painted trim. Repair any wall damage to finish quality due to removal. HEPA vac, wet clean all visible dust and debris. Install historically similar pine molding of the same dimensions. Prepare, spot prime and top coat with Premium Low VOC acrylic latex or water based urethane.

\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\*

**NOTE: Living Rm, Dining Rm., Bed #1, Include All Closets**

Priority Level 112.00 LF \$ \_\_\_\_\_

**42 Laminate 3/8" Drywall**

Using proper lead safe work practices mark walls "lead paint" at 4' intervals with red spray paint. Remove and dispose of lead-containing ranch or ogee base molding. Hang 3/8" gypsum over wall or ceiling surface with screws 8" on center and a bead of construction adhesive 20" on center. Run gypsum horizontal. Caulk butt seams at door and window casing and base molding. Tape, 3-coat finish and sand ready for paint. Install new 4" Finger jointed base molding.

**NOTE: Bedroom #1 -- Downstairs Bedroom (See Lead Report For Full Details)**

Priority Level 880.00 SF \$ \_\_\_\_\_

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**Kitchen**  
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Item	Specification	Quantity/Unit	Total Cost
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**43 Cabinet--Wood Base**

Remove and dispose of base cabinets. Install **Mid-Grade** base cabinets (Merillat Classic Series or approved equal) with doors of solid wood stiles and veneered panels. Frames with solid wood stiles, minimum 1/4" sides and metal or plastic corner bracing. Drawers shall be made of wood with dovetailed drawers. Owner's choice of two in-stock designs. No special orders. **All cabinets are subject to pre-approval by the Rehab Specialist.** Repair, Prep and prime all disturbed areas.

Priority Level 14.00 LF \$ \_\_\_\_\_

**44 Cabinet--Wood Wall**

Remove and dispose of existing wall cabinets. Field measure and screw to studs, level and plumb, **Mid-Grade** kitchen wall cabinet. Door to have solid wood stiles and plywood panels. Frame to have solid wood stiles, minimum 1/4" sides, metal or plastic corner bracing. No special orders. **All cabinets are subject to pre-approval by the rehab specialist.** Repair, prep and prime all disturbed areas.

Priority Level 8.00 LF \$ \_\_\_\_\_

**45 Counter Top--plastic Laminate**

Dispose of existing counter top. Field measure and secure to base cabinet a post formed, plastic laminate counter top. Provide cutout for sink. Owner's choice of in-stock color and texture. No special orders. Repair, prep and prime all disturbed areas.

Priority Level 10.00 LF \$ \_\_\_\_\_

**46 Underlay & Vinyl Sheet Goods**

Remove and dispose of existing flooring. Replace damaged subflooring with like kind (up to 32 SF). Install 1/4" underlayment grade plywood, using 7d screw shank or cement coated nails, 6" on center allowing a 1/4" gap at wall. Install backed vinyl sheet goods w/ minimum seams, per manufacture recommendations. Caulk edges of vinyl w/clear silicone caulk to create positive seal. Install metal edge strips in openings & shoe molding or 4" vinyl base around perimeter. Use Congolam Ultima or approved equal. Owner to choose pattern and color from in stock materials. No special orders.

Priority Level 156.00 SF \$ \_\_\_\_\_

**47 Sink--Double Bowl Complete**

Install a 33"x22"x5" double bowl, stainless steel, self rimming kitchen sink including a steel, metal body faucet with a 15 year drip- free warranty, trap, supply lines, and shut-off valves.

Priority Level 1.00 EA \$ \_\_\_\_\_

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**Bathroom**  
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**48 Ceramic Wall Tile**

Remove and dispose of existing tiles and wall board. Install new cement board to code and owner's choice of \$4.00/sf 4"x4" ceramic wall tile over cement board with troweled mud. 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. Owners choice of color.

Priority Level 85.00 SF \$ \_\_\_\_\_

**49 Fixture--heat, Light, Vent**

Install to code, a ceiling mounted fixture containing a 1200 watt, forced air heater, a single bulb light fixture, and an exterior ducted vent fan with damper capable of 80 cfm, controlled by 3 manufacturer-supplied switches on an independent 20 amp GFIC circuit, using #14 copper Romex. Fish all wire and patch all tear out. \$240 Allowance.

Priority Level 1.00 EA \$ \_\_\_\_\_

Item	Specification	Quantity/Unit	Total Cost
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**50 Lavatory--wall Hung Complete**

Install white, vitreous china, 18"x15" wall hung lavatory including metal bodied, water saving, 15 year drip-free, single lever faucet, trap, chrome legs, supply and shut-off valves.

Priority Level 1.00 EA \$ \_\_\_\_\_

**51 Bathtub--5' Steel Complete**

Using proper lead safe work practices remove and dispose of existing tub, install a new 5' white, enameled, formed steel, tub complete with lever operated pop up drain and overflow, PVC waste, single lever anti- scald shower assembly and water saving shower head. Repair tear-out and make ready for paint. HEPA Vac all dust and debris.

\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\*

**NOTE: Include New Access Door For Shower/Tub On Wall Adjoining Kitchen**

Priority Level 1.00 EA \$ \_\_\_\_\_

**52 Water Closet/toilet--replace**

Remove and dispose of existing water closet/toilet, install a new water-saving power flush 2 piece, close coupled, white, vitreous china, water saving commode. Include plastic or pressed wood white seat, plastic supply pipe, shut-off valve, flap valve, flange bolts w/caps and wax seal. Use 14" rough-in when replacing wall hung commode, and 12" rough-in to replace close coupled commode.

Priority Level 1.00 EA \$ \_\_\_\_\_

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**Interior**  
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**53 Disposal Of Sink**

After disconnecting water supply and using lead safe work practices remove, package and dispose of lead contaminated sink. HEPA Vac and wet clean all visible dust and debris.

\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\*

**NOTE: Basement = Hand Sink Not Laundry Tub, Kitchen Sink**

Priority Level 2.00 EA \$ \_\_\_\_\_

**54 Door Replace-prehung 6-panel**

Using lead safe work practices remove, package and dispose of door, jamb and casing. Install to fit opening a pine or fir, 6 panel, 1 5/8" prehung door including a bedroom lock set. HEPA vac, wet clean and HEPA vac any visible dust and debris. Prepare, spot prime and top coat with Premium Low VOC acrylic latex or water based urethane (Owners choice of color or finish).

\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\*

**NOTE: Basement = 2 Doors, First Floor = Bathroom, Bedroom, Enclosed Porch and Kitchen Side A (jamb/trim), Upstairs = 4 Doors**

Priority Level 10.00 EA \$ \_\_\_\_\_

**55 Light Fixture--Replace**

Replace a 2-4 bulb, UL approved, incandescent light fixture with shade and lamps. \$30 allowance for fixture.

**NOTE: Ceiling Mounted = 10 / Wall Mounted = 1**

Priority Level 11.00 EA \$ \_\_\_\_\_

Item	Specification	Quantity/Unit	Total Cost
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**56 Floor--Refinish Wood**

Using lead safe work practices, create proper containment around all rooms that will have floors refinished. \*Create Negative Air Exchange. Remove, package and properly dispose of existing flooring (i.e. carpet, vinyl, linoleum, etc.) installed over oak flooring. Repair/replace any damaged/deteriorated/missing flooring. Drum sand and edge floor. Counter sink all nails and fill holes. Vacuum and tack rag room. Apply a sanding sealer and two coats of oil based polyurethane varnish (Natural). Vacuum room.

**\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\***

**\* NOTE: Establish negative air in each active work space during power floor sanding; uncontained abrasive blasting; or uncontained sanding. Containment system should be sealed. Make- up air should be supplied at 10% less than exhaust air flow. At least 10 air change per hour must be supplied.**

**NOTE: Bedroom #1, Dining Rm., Living Rm., Hallways, Stairwell Landing & Upper Wood Floor @ Stairwell and All Upstairs Rooms Including All Closets**

Priority Level	796.00 SF	\$ _____
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**57 Enclose Stairwell -- Rubber**

**\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\***

Mark with red spray paint, "Lead Paint" on every step. Install rubber stair treads with integral nosing with the manufacturer's adhesive. Laminate risers with matching riser kick guards. Wet Scrape, HEPA vac and paint stringers with owners choice of Low VOC urethane or 2 coats of Low VOC Premium alkyd enamel. HEPA vac and wet clean all visible dust and debris.

**NOTE: Stairwell 1 in Lead Report  
EA = Number of Risers**

Priority Level	14.00 EA	\$ _____
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**58 Patch Plaster**

Cut back damaged plaster. Cut out cracks 1/4" wide in a "V" joint. Renail all loose lath. Install 1/8" flat rib metal lath where wood is not reusable. Apply basecoat, allowing at least 1/16" for finish coat. After 24 hour cure, apply finish coat and make ready for paint.

**NOTE: Repair All Plaster in Need of Repair (Except For Bedroom #1)**

Priority Level	1,500.00 SF	\$ _____
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**59 Replace Rail And Balusters**

**\*\*\*\*\*ABATEMENT ACTIVITY\*\*\*\*\***

Using proper lead safe work practices remove, package and dispose of lead containing railing system. Construct to code a stairway railing system using stock morgan newel posts, handrails and birch balusters to match existing as closely as possible. Prime and topcoat or stain and 2 coats of polyurethane. Owner's choice of in-stock colors. HEPA/Wet Clean/HEPA

**NOTE: Main Stairway (Stairwell #1) See Lead Report  
EA = Per Riser**

Priority Level	14.00 EA	\$ _____
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<b>Total Bid</b>	\$ _____
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