

INVITATION TO BID

YOUR COMPANY IS INVITED TO SUBMIT A BID PROPOSAL FOR THE FOLLOWING PROJECT:

CASE NUMBER: 24YR-RR-704

ADDRESS: *TO BE DISCLOSED ONLY TO INTERESTED BIDDERS ZIP CODE: _____

NUMBER OF UNITS: _____

TYPE OF WORK: Structural Heating Plumbing
 Electrical Lead

Bid opening date and time will be **3:00 p.m., WEDNESDAY, November 16, 2016** at the City of Toledo Department of Neighborhoods, 18th Floor, One Government Center, Toledo, Ohio 43604.

Rehab Technician/Contact: **John O'Donnell** Phone: **419-245-1400** (8am – 4:30pm)

***Interested bidders must call the rehab technician to be scheduled for the Pre-Bid**

Mandatory Meeting. There will be a pre-bid MANDATORY meeting on Monday, November 7, 2016, at 2:00 p.m. at the project location. All bidders must attend and sign in for bid to be considered.

Enclosed you will find:

1. Complete set of Specifications
2. Bid Proposal Summary Sheet
3. Statement of Non-Collusion

Submit one complete and legible copy of each of the three (3) documents listed above in a sealed envelope before the bid opening date and time listed above. Mark the sealed envelope "Housing Rehab Bid" and list the name and address of the project. List a cost by trade on the bid proposal summary sheet and list a price for each line item on the specifications. Prices must be held firm for a minimum of 60 days. Late proposals will not be accepted.

The following documents are required to be submitted within three business days after notification of bid award:

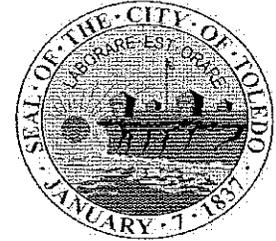
4. Contractor/Subcontractors and Minority Report
5. MBE/WBE Commitment Affidavit
6. Best Bid Criteria Affidavit

Minority participation and other documentation (e.g. child support compliance) will be required and reviewed prior to awarding this contract with the City of Toledo. Please be reminded that the City of Toledo and the Department of Housing and Urban Development have a minority participation goal of 21% on every construction project. Minority participation reports will be reviewed throughout the construction project to ensure compliance. Also, Section-3 report compliance shall be required, if applicable, prior to award.

The City of Toledo Division of Housing reserves the right to accept or reject any bid.

CITY OF TOLEDO
Dept. of Neighborhoods
One Gov't Center, Suite 1800
Toledo, Ohio 43604

Office: 419-245-1400
Fax: 419-245-1193



RESPEC
Work Write-Up

Case Number: 24YR-RR-704

BID TOTAL: \$ _____

Property Information:

BID OPENING DATE Wednesday, November 16, 2016

CONTRACTOR INFORMATION

Jurisdiction: Lucas
Target Area Toledo
Census:
Owner:

Name: _____
Address: _____

Phone:
Mobile:

Voice: _____
Fax: _____
E-mail: _____

ACKNOWLEDGEMENT AND ACCEPTANCE OF ALL TERMS AND CONDITIONS

(THIS PAGE AND THE FOLLOWING PAGE MUST BE FILLED OUT WITH BID AMOUNT AND SIGNATURE OR THE BID MAY BE DEEMED NON-RESPONSIVE)

The undersigned, duly authorized representative of the Contractor submitting the accompanying RESPEC Work Write-Up bid proposal, hereby proposes to furnish all labor, materials, equipment, services and work required for the written amount of:

Total: _____ dollars
(\$ _____)

and further acknowledges receipt and acceptance of any and all terms and conditions, contract specifications, and instructions to bidders, bid sheets, or request for proposals, as the case may be, including all addenda (if any) thereto, issued by the City of Toledo that are the subject of the accompanying bid or proposal. The undersigned agrees to clearly call-out in its bid or proposal any deviations from any portion of said term and conditions, contract specifications, instructions to bidders, bid sheets, or request for proposals, as the case may be, including all addenda.

Time is of the essence of this Contract. If the Contractor shall neglect, refuse, or otherwise fail to complete the work within the time specified, then the Contractor agrees, as part consideration for this Contract, to pay the City as liquidated damages and not as a penalty, the sum of \$100.00 per day for each calendar day beyond the date set forth in the Contract that the Contractor fails to complete the work. The liquidated damage amount is fixed and agreed on between the Contractor and the City because of the impracticability and extreme difficulty of fixing and ascertaining the true value of the damages which City will sustain by failure of the Contractor to complete the work on time. Such damages

include a loss of revenue, service charges, delays caused to other construction activities of City and other damages, some of which are indefinite and not susceptible of easy proof. The liquidated damages amount is agreed to be a reasonable estimate of the actual amount of damages which the City will sustain. The amount shall be deducted from any monies due or that may become due the Contractor, and if said monies are insufficient to cover said damages, then the Contractor shall be liable to, owe and pay the City for, the amount of any difference.

*** A COPY OF ALL APPLICABLE LICENSES, PROOF OF LIABILITY INSURANCE, BUREAU OF WORKERS' COMPENSATION CERTIFICATE, AND CITY OF TOLEDO CERTIFICATE OF TAX COMPLIANCE IS REQUIRED AT TIME OF BID ACCEPTANCE.**

Business Name: _____

President/Owner/CEO: _____

Signature: _____

Print Name: _____

Date: _____

Revised June 6, 2016

Exterior**Main Structure****Single Family****Windows/Doors****Windows/Doors**

1	0321020001	13 EA	3 Lead Hazard	\$ _____
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Remove and Replace Window Unit

Per HUD Lead Safe Housing requirements, remove the existing window and install new vinyl insulated replacement window with screen, hardware, and caulking as necessary. Include any trim and repair to interior walls to bring to original condition. Windows must have Energy Star rating for Region 5.

NOTE: There are 16 windows total. The following windows do not get replaced- 1ea front living room (East wall) and 2ea rear, left bedroom (South wall).

2	0321010100	2 EA	3 Lead Hazard	\$ _____
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Replace Exterior Door

Per HUD Lead Safe Housing requirements, remove the existing entrance door, jamb, trim and sill, and dispose of all debris. Provide and install, primed pre-hung steel insulated raised panel, exterior 1-3/4" entry door with trim. Include keyed lock-set, dead-bolt and doorstop. Include any repairs to interior and exterior walls to bring back to original condition.

NOTE: If more than one door is being replaced, key all doors alike.

Customer may paint the primed door a color of their choosing after construction and clearance is complete.

3	0321020001	4 EA	3 Lead Hazard	\$ _____
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Remove and Replace Basement Window Units

Per HUD Lead Safe Housing requirements, remove the existing windows and frames to masonry and install new glass block units with ventilator window, screen, and caulking as necessary.

NOTE: Due to the difficulty with cleaning lead dust off of rough surfaces, such as concrete basement floors, ensure proper lead dust containment methods are used. Failure to pass clearance testing will result in contractor having to paint the entire basement floor with dark grey, latex "porch and floor" paint.

Total for: Windows/Doors	\$ _____
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Side Porch**Exterior Stairway**

4	0010040003	1 ALL	7 Healthy Homes	\$ _____
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Repair Exterior Staircase

Location: Side entry on South side of Structure.

Remove all defective materials and replace with new material to match existing and install railings and hand rail to code. Leave stair system in tight, safe working condition.

Total for: Side Porch	\$ _____
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Total for: Exterior	\$ _____
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Interior**Main Structure****Single Family****Lead Containment****General**

5	0360000001	1 ALL	3 Lead Hazard	\$ _____
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Interior/Exterior Containment

Per HUD Lead Safe Housing Requirements, use proper containment in all work areas.

Total for: Lead Containment \$ _____

Kitchen**Electrical**

6	0110020001	3 EA	7 Healthy Homes	\$ _____
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Replace Outlet with GFCI

Replace existing outlets with new duplex GFCI outlet and new coverplates to code.

Total for: Kitchen \$ _____

Bathroom**General**

7	0130040020	1 EA	7 Healthy Homes	\$ _____
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Replace Tub/Shower Surround

Remove existing surround and install new 3 piece "glue on" style shower walls. Caulk all seams per industry standards and code. Include repairs to drywall as needed.

Total for: Bathroom \$ _____

Basement**Staircase**

8	031111205	1 EA	7 Healthy Homes	\$ _____
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Install Hand Rails

Location: Basement Staircase

Install new hand rail and brackets to code.

Total for: Basement \$ _____

Front 2nd Story Staircase**General**

9	0010040007	1 ALL	7 Healthy Homes	\$ _____
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Install Handrail

Install new handrail and brackets to code.

Total for: Front 2nd Story Staircase \$ _____

Side 2nd Story Staircase**Interior Walls**

10	0311090105	1 ALL	7 Healthy Homes	\$ _____
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Repair Ceiling and Walls

Per HUD Lead Safe Housing requirements, remove plaster as needed and install 1/2" drywall, tape and 3 coat finish, ready for paint.

11	0110020002	2 EA	7 Healthy Homes	\$ _____
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Replace Switch

Locations: Top and bottom of staircase

Remove existing switches and replace with new 15 amp UL listed ivory switch. Attach to existing wiring.

12	0110040003	1 EA	7 Healthy Homes	\$ _____
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Replace Light Fixture

Location: Bottom of staircase

Replace existing interior light fixture with new unit to code. Consult home owner for choices, \$30 allowance for fixture.

13	031111201	1 ALL	7 Healthy Homes	\$ _____
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Install Rubber Treads

Install rubber treads on existing wood treads to code.

14	0010040007	1 ALL	7 Healthy Homes	\$ _____
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Install Handrail

Install new handrail complete with hanging hardware to code.

Total for: Side 2nd Story Staircase	\$ _____
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Living Room**Door**

15	031103009	1 EA	3 Lead Hazard	\$ _____
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Remove and Replace Interior Door Unit

As per HUD Lead Safe Housing requirements, remove existing interior door/jamb/casing and install new hollow core, raised panel, pre-hung unit including casing, appropriate handle and door stop. New frame to be shimmed in four places minimum per side, fill nail holes flush, caulk seams and include any repairs to walls to bring back to original condition.

Total for: Living Room	\$ _____
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LEAD Cleaning**General**

16	0331010101	1 ALL	3 Lead Hazard	\$ _____
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Lead Specific Cleaning

HEPA vacuum and TSP wash affected surfaces with lead specific detergent. After surfaces are dry, re-vacuum affected surfaces with a HEPA vacuum to meet EPA clearance standards.

Total for: LEAD Cleaning	\$ _____
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Total for: Interior	\$ _____
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Job Total Cost:	\$ _____
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Case Number: 24YR-RR-704

CASE TOTAL ESTIMATE: _____

Property Information:

BID OPENING DATE: _____

CONTRACTOR INFORMATION

Name: _____

Address: _____

**RESPEC Special
Trades Write-up**

Voice: _____

Fax: _____

email: _____

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Run on: 10/17/2016 10:11:49 AM

Trade: 011 ELECTRIC

SubTrade: 004 Fixtures

Interior

Main Structure Single Family

Side 2nd Story Staircase

Interior Walls

0110040003 1 EA

Replace Light Fixture

\$ _____

Location: Bottom of staircase

Replace existing interior light fixture with new unit to code. Consult home owner for choices,
\$30 allowance for fixture.

SubTrade: 002 Outlets/Switches

Interior

Main Structure Single Family

Kitchen

Electrical

0110020001 3 EA

Replace Outlet with GFCI

\$ _____

Replace existing outlets with new duplex GFCI outlet and new coverplates to code.

Side 2nd Story Staircase

Interior Walls

RESPEC Special Trades Write-up

0110020002

2 EA

\$ _____

Replace Switch

Locations: Top and bottom of staircase

Remove existing switches and replace with new 15 amp UL listed ivory switch. Attach to existing wiring.

Total for ELECTRIC

\$ _____

Trade: 033 LEAD Cleaning

SubTrade: 101 CLEANING

Interior

Main Structure Single Family

LEAD Cleaning

General

0331010101 1 ALL

Lead Specific Cleaning

\$ _____

HEPA vacuum and TSP wash affected surfaces with lead specific detergent. After surfaces are dry, re-vacuum affected surfaces with a HEPA vacuum to meet EPA clearance standards.

Total for LEAD Cleaning

\$ _____

RESPEC Special Trades Write-up

Trade: 036 LEAD CONTAINMENT

SubTrade: 000 Interior/Exterior Containment

Interior

Main Structure Single Family

Lead Containment

General

0360000001 1 ALL

Interior/Exterior Containment

\$ _____

Per HUD Lead Safe Housing Requirements, use proper containment in all work areas.

Total for LEAD CONTAINMENT

\$ _____

Trade: 032 LEAD Hazard Controls-Exterior

SubTrade: 101 Exterior Door Controls

Exterior

Main Structure Single Family

Windows/Doors

Windows/Doors

0321010100 2 EA

Replace Exterior Door

\$ _____

Per HUD Lead Safe Housing requirements, remove the existing entrance door, jamb, trim and sill, and dispose of all debris. Provide and install, primed pre-hung steel insulated raised panel, exterior 1-3/4" entry door with trim. Include keyed lock-set, dead-bolt and doorstop. Include any repairs to interior and exterior walls to bring back to original condition.

NOTE: If more than one door is being replaced, key all doors alike.

Customer may paint the primed door a color of their choosing after construction and clearance is complete.

SubTrade: 102 Window Controls

Exterior

Main Structure Single Family

Windows/Doors

Windows/Doors

0321020001 4 EA

Remove and Replace Basement Window Units

\$ _____

Per HUD Lead Safe Housing requirements, remove the existing windows and frames to masonry and install new glass block units with ventilator window, screen, and caulking as necessary.

NOTE: Due to the difficulty with cleaning lead dust off of rough surfaces, such as concrete basement floors, ensure proper lead dust containment methods are used. Failure to pass clearance testing will result in contractor having to paint the entire basement floor with dark grey, latex "porch and floor" paint.

0321020001 13 EA

Remove and Replace Window Unit

\$ _____

Per HUD Lead Safe Housing requirements, remove the existing window and install new vinyl insulated replacement window with screen, hardware, and caulking as necessary. Include any trim and repair to interior walls to bring to original condition. Windows must have Energy Star rating for Region 5.

NOTE: There are 16 windows total. The following windows do not get replaced- 1ea front living room (East wall) and 2ea rear, left bedroom (South wall).

Total for LEAD Hazard

\$ _____

Trade: 031 LEAD Hazard Controls-Interior

SubTrade: 103 Door-Interior Controls

Interior

Main Structure Single Family

Living Room

Door

031103009 1 EA

Remove and Replace Interior Door Unit

\$ _____

As per HUD Lead Safe Housing requirements, remove existing interior door/jamb/casing and install new hollow core, raised panel, pre-hung unit including casing, appropriate handle and door stop. New frame to be shimmed in four places minimum per side, fill nail holes flush, caulk seams and include any repairs to walls to bring back to original condition.

SubTrade: 111 Stairways-Interior Controls

Interior

Main Structure Single Family

Basement

Staircase

031111205 1 EA

Install Hand Rails

\$ _____

Location: Basement Staircase

Install new hand rail and brackets to code.

Side 2nd Story Staircase

Interior Walls

031111201 1 ALL

Install Rubber Treads

\$ _____

Install rubber treads on existing wood treads to code.

SubTrade: 109 Wall and Ceiling Controls

Interior

Main Structure Single Family

Side 2nd Story Staircase

Interior Walls

0311090105 1 ALL

Repair Ceiling and Walls

\$ _____

Per HUD Lead Safe Housing requirements, remove plaster as needed and install 1/2" drywall, tape and 3 coat finish, ready for paint.

Total for LEAD Hazard

\$ _____

Trade: 013 PLUMBING

SubTrade: 004 Fixtures

Interior

Main Structure Single Family

Bathroom

General

0130040020 1 EA

Replace Tub/Shower Surround

\$ _____

Remove existing surround and install new 3 piece "glue on" style shower walls. Caulk all seams per industry standards and code. Include repairs to drywall as needed.

Total for PLUMBING

\$ _____

BID PROPOSAL SUMMARY SHEET

General Contractor

Property Address

<u>TYPE OF WORK</u>	<u>CONTRACTOR/ SUB-CONTRACTOR</u>	<u>AMOUNT</u>
Structural	_____	_____
Lead Work	_____	_____
Electrical	_____	_____
Plumbing	_____	_____
Heating	_____	_____
Misc.	_____	_____
TOTAL		_____

NOTE:

PLEASE COMPLETE ALL ABOVE LINES/COLUMNS. INCOMPLETE LINES/COLUMNS MAY RESULT IN BID DISQUALIFICATION. IF ANY LINE OR COLUMN DOES NOT REQUIRE INFORMATION MARK IT **N/A**. PLEASE CONTACT THE ADMINISTRATOR AT (419) 245-1400 IF YOU HAVE ANY QUESTIONS.

STATEMENT OF NON-COLLUSION

I, _____, owner of
Contractor's Name

_____, have not met
Company Name

with or discussed any details of the rehabilitation project located at

_____, Toledo,

Ohio, with any other contractor for the purposes of fixing any price,

arranging submission of bid proposal, or tampering with the award of any

rehabilitation contract.

I understand that any such action will result in my immediate

suspension and prosecution to the fullest extent of the law.

Date: _____ Signature: _____