

## INVITATION TO BID

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

CASE NUMBER: 24YR-O/O-432

ADDRESS: \*TO BE DISCLOSED ONLY TO INTERESTED BIDDERS ZIP CODE: \_\_\_\_\_

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NUMBER OF UNITS: \_\_\_\_\_

TYPE OF WORK:     Structural                       Heating                       Plumbing  
                          Electrical                       Lead

Bid opening date and time will be 3:00 p.m., WEDNESDAY, December 7, 2016 at the City of Toledo Department of Neighborhoods, 18<sup>th</sup> Floor, One Government Center, Toledo, Ohio 43604.

Rehab Technician/Contact:    Phil Barbosa                      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 28, 2016, at 11:00 a.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.

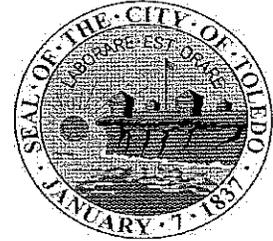
The following documents are required to be submitted within three business days after notification of bid award:

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-O/O-432

BID TOTAL: \$ \_\_\_\_\_

Property Information:

BID OPENING DATE Wednesday, December 7, 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

**Interior****Main Structure****Single Family****Basement****General**

1	0130060001	1 NO	2 Incipient code violation	\$ _____
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**Replace Hot Water Tank**

Replace new 40 gallon energy-efficient unit to code.

- 1) Include new shut off valve.
- 2) Install using solid black gas line and dispose of old flex supply. (**if gas unit**)
- 3) Install plastic drip line from the pop-off valve.
- 4) install flu liner sized for the unit (PMI) (**if a gas unit**)
- 5) install to include dielectric unions and shut offs
- 6) install on an approved water heater floor pan, if other than unfinished basement location.

2	0110020000	1 ALL	1 Code violation	\$ _____
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**Make all Electrical Repairs Listed**

Make all repairs listed below.

- 1) Install 5 smoke alarms
- 2) Add outlet near electric panel.
- 3) Replace any missing or cracked outlets, switches, or covers.
- 4) Bathroom and laundry to each have a **minimum of one 20 amp dedicated** circuit.

Bring any other electrical hazard to the rehab tech attention, such as old and defrayed wiring, light fixtures that do not work after replacing bulbs etc. .

	<b>Total for: Basement</b>	\$ _____
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**Stairway to 2nd. Fl****General**

3	0010040007	15 LF	2 Incipient code violation	\$ _____
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**Install Handrail and Balusters**

Install stock fir handrail complete with brass plated hanging hardware spaced not more than 5' apart to code. Finish to homeowner's choice. Install two missing balusters on the 2nd floor railing system. Balusters shall match existing.

	<b>Total for: Stairway to 2nd. Fl</b>	\$ _____
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**Living Room****General**

4	0311020001	1 EA	3 Lead Hazard	\$ _____
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**Encapsulate Interior Window & Trim**

Per HUD Lead Safe Housing Requirements-Wet sand, encapsulate interior and exterior window & trim with a approved lead barrier compound to a minimum dry thickness of 0.5mm. **Location of window: decorative window in the living room.**

	<b>Total for: Living Room</b>	\$ _____
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**General Room****General**

5	0331010102	1 ALL	3 Lead Hazard	\$ _____
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**Specialized Lead Cleaning**

Clean all affected areas with wet methods and HEPA vacuum so that no visible dust or paint chips remain.

<b>Total for: General Room</b>	\$ _____
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<b>Total for: Interior</b>	\$ _____
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**Exterior****Main Structure****Single Family****Site****General**

6	0020040014	180 SF	2 Incipient code violation	\$ _____
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**Replace Driveway Approach**

Tear up and remove concrete approach and replace to local code insuring a 6' pour. Include form removal and finish to grade, seed and straw.

7	0020040002	1 All	2 Incipient code violation	\$ _____
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**Remove Front Walk (to the street)**

Remove concrete walk and dispose of materials from city side walk to street. Fill void with top soil and give a finish grade, seed and straw.

8	0120050002	1 EA	2 Incipient code violation	\$ _____
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**Remove and Reinstall Condensing Unit**

Remove condensing unit and re-install unit after replacement of concrete to code by a licensed HVAC contractor. Include all equipment and wiring for complete re-installation to code. Check unit after re installation to insure proper working order. Make any necessary repairs needed.

9	0020030003	380 SF	2 Incipient code violation	\$ _____
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**Replace Pad in Rear of House**

Tear up and remove existing concrete pad and replace with a 38' X 10' to local code. leave cistern cover intact ed Include form removal, finish grade, seed and straw.

10	0020030001	200 SF	2 Incipient code violation	\$ _____
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**Replace Drive Way**

Remove existing concrete driveway and pour a 17'x11' drive.

<b>Total for: Site</b>	\$ _____
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**Sidewalls****General**

11	0010100001	19 EA	3 Lead Hazard	\$ _____
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**Install Vinyl Replacement Windows**

Replace and install new rigid vinyl window with insulated glass and welded frame made to fit opening. Include tilt in upper and lower sashes and full screen. Wrap exterior trim with custom bent aluminum. Insulate and caulk for a weather tight installation. Windows must have Energy Star rating for Region 5 per code.

12	0010050004	400 SF	2 Incipient code violation	\$ _____
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**Install Vinyl Siding (Dormers)**

Repair substrate to accept new siding. Install Wolverine, Alside or approved equal vinyl siding and custom bent aluminum, on foam backer board sealed at edges or over house wrap sealed at edges as per manufacturers recommendations. Cover all fascia, soffits, rakes, sidewalls, trim.

13	0010090031	2 EA	2 Incipient code violation	\$ _____
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**Install New Storm/Screen Door unit**

**Side Door and front door on the front porch.** Remove existing storm doors. Provide and install a new storm door with screen and storm window (Larson or approved equal). Swing to complement exterior door. Caulk where necessary. Owner to have choice in the color and style of doors. A \$200.00 door allowance.

14	0010070016	1 All	1 Code violation	\$ _____
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**Install Handrail and Risers (side steps)**

Install wood handrail with 4 x 4 newel post to code and balusters nailed to stringers to match existing railing system. Install risers to code. Use pressure treated lumber and finish to owner's choice.

15	0010060004	400 LF	1 Code violation	\$ _____
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**Install Soffit and Facia (missing)**

Install new soffit and aluminum facia material in all areas that are missing. All soffit and material to match existing materials.

16	0351030108	6 EA	3 Lead Hazard	\$ _____
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**Replace Basement Windows with Glass Block**

Remove and dispose of existing window system to masonry. Repair existing masonry to accept new glass block window units. Install new glass block windows with a ventilator unit with screen. Use interior containment & use lead safe work practices.

<b>Total for: Sidewalls</b>				\$ _____
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**Roof****General**

17	0040020005	15 SF	2 Incipient code violation	\$ _____
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**Tuck point Chimney**

Remove all loose mortar to a depth of 3/4", wet surface and tuck point joints with mortar to match existing. Realign all loose and displaced brick. Clean excess mortar off face of masonry. Insure all step flashing is intact and secured.

18	0070030002	220 LF	1 Code violation	\$ _____
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**Install New Gutters and Downspouts**

Install new white aluminum seamless gutters and down spouts with 36" extensions where possible. No straps are to be exposed above roofing. All work shall be to manufacturers recommendations and to code.

<b>Total for: Roof</b>				\$ _____
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**Porch****Porch**

19	0321050002	200 SF	3 Lead Hazard	\$ _____
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**Replace Porch Flooring with T&G Material**

Remove existing porch flooring to floor joists, repair/re-secure floor joists, add blocking as needed for new porch posts and install new T&G douglas fir or treated flooring to code. Match existing board width as close as possible with in-stock material. Use containment & lead Safe work practices.

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Total for: Porch \$ \_\_\_\_\_

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Total for: Exterior \$ \_\_\_\_\_

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Job Total Cost: \$ \_\_\_\_\_



Case Number: 24YR-O/O-432

CASE TOTAL ESTIMATE: \_\_\_\_\_

Property Information:

BID OPENING DATE: \_\_\_\_\_

**CONTRACTOR INFORMATION**

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

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Voice: \_\_\_\_\_

Fax: \_\_\_\_\_

email: \_\_\_\_\_

**RESPEC Special  
 Trades Write-up**

Page# 1 of 7  
 Run on: 11/2/2016 9:50:42 AM

Trade: 011 ELECTRIC

SubTrade: 002 Outlets/Switches

Interior

Main Structure Single Family

Basement

General

0110020000 1 ALL

**Make all Electrical Repairs Listed** \$ \_\_\_\_\_

Make all repairs listed below.

- 1) Install 5 smoke alarms
- 2) Add outlet near electric panel.
- 3) Replace any missing or cracked outlets, switches, or covers.
- 4) Bathroom and laundry to each have a **minimum of one 20 amp dedicated** circuit.

Bring any other electrical hazard to the rehab tech attention, such as old and defrayed wiring, light fixtures that do not work after replacing bulbs etc. .

Total for ELECTRIC \$ \_\_\_\_\_

# RESPEC Special Trades Write-up

Trade: 012 HEATING & COOLING

SubTrade: 005 Cooling--A/C

Exterior

Main Structure Single Family

Site

General

0120050002            1 EA

**Remove and Reinstall Condensing Unit**

\$ \_\_\_\_\_

Remove condensing unit and re-Install unit after replacement of concrete to code by a licensed HVAC contractor. Include all equipment and wiring for complete re-installation to code. Check unit after re installation to insure proper working order. Make any necessary repairs needed.

Total for HEATING & COOLING

\$ \_\_\_\_\_



# RESPEC Special Trades Write-up

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Trade: 032 LEAD Hazard Controls-Exterior

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SubTrade: 105 Porch Flooring Controls

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Exterior

---

Main Structure Single Family

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Porch

---

Porch

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0321050002            200 SF

Replace Porch Flooring with T&G Material

\$ \_\_\_\_\_

Remove existing porch flooring to floor joists, repair/re-secure floor joists, add blocking as needed for new porch posts and install new T&G douglas fur or treated flooring to code. Match existing board width as close as possible with in-stock material. Use containment & lead Safe work practices.

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Total for LEAD Hazard

\$ \_\_\_\_\_

# RESPEC Special Trades Write-up

Trade: 031 LEAD Hazard Controls-Interior

SubTrade: 102 Window-Interior Controls

Interior

Main Structure Single Family

Living Room

General

0311020001 1 EA

Encapsulate Interior Window & Trim

\$ \_\_\_\_\_

Per HUD Lead Safe Housing Requirements-Wet sand, encapsulate interior and exterior window & trim with a approved lead barrier compound to a minimum dry thickness of 0.5mm. **Location of window: decorative window in the living room.**

Total for LEAD Hazard

\$ \_\_\_\_\_

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Trade: 035 LEAD/EXTERIOR

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SubTrade: 103 Windows

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Exterior

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Main Structure Single Family

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Sidewalls

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General

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0351030108            6 EA

**Replace Basement Windows with Glass Block**

\$ \_\_\_\_\_

Remove and dispose of existing window system to masonry. Repair existing masonry to accept new glass block window units. Install new glass block windows with a ventilator unit with screen. Use interior containment & use lead safe work practices.

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Total for LEAD/EXTERIOR

\$ \_\_\_\_\_

Trade: 013 PLUMBING

SubTrade: 006 Utilities

Interior

Main Structure Single Family

Basement

General

0130060001 1 NO

Replace Hot Water Tank

\$ \_\_\_\_\_

Replace new 40 gallon energy-efficient unit to code.

- 1) Include new shut off valve.
- 2) Install using solid black gas line and dispose of old flex supply. **(if gas unit)**
- 3) Install plastic drip line from the pop-off valve.
- 4) install flu liner sized for the unit (PMI) **(if a gas unit)**
- 5) install to include dielectric unions and shut offs
- 6) install on an approved water heater floor pan, if other than unfinished basement location.

Total for PLUMBING

\$ \_\_\_\_\_

## BID PROPOSAL SUMMARY SHEET

<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: \_\_\_\_\_