

## INVITATION TO BID

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

CASE NUMBER: 24YR-O/O-3919 (Re-bid)

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, March 29, 2017** at the City of Toledo Department of Neighborhoods, 18<sup>th</sup> Floor, One Government Center, Toledo, Ohio 43604.

Rehab Technician/Contact:    John Metzger                      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 Tuesday, March 21, 2017, 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:

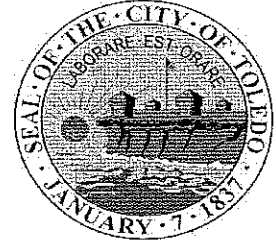
4. Contractor/Subcontractors and Minority Report
5. MBE/WBE Commitment Affidavit
6. Best Bid Criteria Affidavit

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-3919 (Re-bid)

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

Property Information:

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

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****Unattached Garage****Single Family****Unattached Garage****General**

1	0110030011	1 ALL	1 Code violation	\$ _____
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**Rewire Garage**

Replace all defective and illegal materials with new materials to code. Bury service cable to garage. Include GFI outlet and one light per bay.

**Total for: Unattached Garage**      \$ \_\_\_\_\_

**Main Structure****Single Family****Roof****General**

2	0070010001	2100 SF	2 Incipient code violation	\$ _____
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**Remove Existing Roofing Material and Install New**

Remove all roof covering down to sheathing, haul away debris. Minimal repair or replacement of rafters and/or roof sheathing. Install ice guard, 15lb felt, new aluminum drip edge on rake and eaves, boot flashing on vent stacks, kick out flashing on sidewalls as needed, new metal flashing and counter flashing on chimney and along vertical walls to code. Install self-sealing 30yr, minimum, "Architectural" style shingles, in color of owners choice, to code.

3	0070030018	8 EA	2 Incipient code violation	\$ _____
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**Install 8" Stationary Aluminum Roof Vent**

Install new 8" stationary aluminum roof vent. Set roof vent in roof cement with proper shingle lap.

4	0070030002	150 LF	2 Incipient code violation	\$ _____
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**Install New Gutters and Downspouts**

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

**Total for: Roof**      \$ \_\_\_\_\_

**Site****General**

5	0020040014	600 SF	2 Incipient code violation	\$ _____
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**Replace Driveway**

Tear up and remove existing material and replace concrete driveway and walk to local code. **Concrete will be marked**

6	0020040006	1 NO	2 Incipient code violation	\$ _____
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**Repair Steps**

Remove all damaged material and patch to match existing surface. **Front steps adjacent to public walk.**

**Total for: Site**      \$ \_\_\_\_\_

**Sidewalls**

**General**

7 0010060007 40 LF 2 Incipient code violation \$ \_\_\_\_\_

**Repair Fascia / Soffits**

Remove and dispose all defective materials and replace with new materials to match existing. Finish to match existing.

8 0040020005 1 all 2 Incipient code violation \$ \_\_\_\_\_

**Tuckpoint Foundation**

Remove all loose mortar to a depth of 3/4", wet surface and point up joints with mortar to match existing. Realign all loose and displaced block or brick. Clean excess mortar off face of masonry.

**Total for: Sidewalls** \$ \_\_\_\_\_

**Porch - Front**

**General**

9 0351060108 160 SF. 3 Lead Hazard \$ \_\_\_\_\_

**Replace Porch Decking**

Remove and dispose of existing decking; pull all nails and replace with new T & G yellow pine decking blind nailed with galvanized finish nails. Include joist repair or replace if necessary.

10 0020040006 1 all 2 Incipient code violation \$ \_\_\_\_\_

**Repair Steps**

Remove all damaged material and patch to match existing surface. Replace top step with new sandstone tread and tuckpoint existing stairs. **Containment of front door will be used until front porch deck is complete. Lead safe methods**

**Total for: Porch - Front** \$ \_\_\_\_\_

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

**Interior**

**Main Structure**

**Single Family**

**Basement**

**General**

11 0110030013 1 ALL 1 Code violation \$ \_\_\_\_\_

**Repair House Wiring/Equipment**

Remove and dispose of all defective wiring and fixtures. Replace with all new materials to code. Replace all cover plates, switches and outlets in color of owners choice to code. Include GFCI type receptacles where required, permanently wired smoke alarm and CO detector systems, new doorbell system, switched closet fixtures as needed, paddle fan boxes to service existing fixtures and exterior lighting at each area of egress. Allow \$250.00 to purchase needed light fixtures of owners choice. Relocate wiring/equipment as needed to code.

12 0110030009 1 ALL 2 Incipient code violation \$ \_\_\_\_\_

**Repair Basement Wiring**

Remove and properly dispose of all defective and illegal wiring and boxes. Replace with new materials to code. Include all additional materials to meet current code requirements.

13 0010040010 15 LF 1 Code violation \$ \_\_\_\_\_

**Install Hand/Guard Rail System**

Install "treated" 2"x4" bottom newel post, 2"x4" top hand rail and 2"x2" spindles. Clip the top and bottom of spindles at an angle and sand all surfaces to prevent splinters. All work to be done to code. Home owner to finish if desired.

**NOTE:** If the landing at the bottom of the staircase is restrictive to moving large items in and out of the basement, stop the guard rail at 3rd step from bottom for easier access. This will leave the last 2 steps open for easier maneuvering.

**Total for: Basement** \$ \_\_\_\_\_

**1st Floor Bath**

**General**

14 0110030003 1 EA 2 Incipient code violation \$ \_\_\_\_\_

**Install GFCI**

Install a new GFCI receptacle, wiring and breaker to code in lower 1/2 bath

**Total for: 1st Floor Bath** \$ \_\_\_\_\_

**2nd Floor Stairway**

**General**

15 0010040007 20 LF 1 Code violation \$ \_\_\_\_\_

**Install Handrail**

Install stock fir handrail complete with brass plated hanging hardware spaced not more than 5' apart. Finish or paint to homeowner's preference.

**Total for: 2nd Floor Stairway** \$ \_\_\_\_\_

**2nd Floor Bath**

**General**

16 0130040014 1 EA 2 Incipient code violation \$ \_\_\_\_\_

**Replace Fiberglass Shower surround**

**Shower walls** Remove and depose of existing shower unit and install new fiberglass shower unit, with new scald-proof tub/shower valve system, waste/overflow kit and shower curtain rod to code. Include any necessary framing and drywall repair, caulking and access panel.

**Total for: 2nd Floor Bath** \$ \_\_\_\_\_

**General Rooms**

**General**

17 0090010002 1 all 2 Incipient code violation \$ \_\_\_\_\_

**Repair Drywall / Plaster**

Cut out affected area square, install new material flush with existing surface, tape all joints and finish with 3 coat process. Prepare surface with quality drywall prime coat ready for paint. **Location: Kitchen, Middle and Front bedroom closets.**

**Total for: General Rooms** \$ \_\_\_\_\_

**Total for: Interior** \$ \_\_\_\_\_

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

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# 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: \_\_\_\_\_