



SEIHI, 1512 Orleans, Keokuk

BID PACKET

NOTICE TO BIDDERS
GREAT RIVER HOUSING TRUST FUND
REHABILITATION PROJECTS

Time and Place for filing sealed Proposals. Sealed bids for the work comprising the improvement as stated below must be filed before **2:00PM, Tuesday, September 26, 2017** in the Southeast Iowa Regional Planning Commission, 211 North Gear Avenue, Suite 100 .

Time and Place Sealed Proposals will be Opened and Considered. Sealed proposals will be opened and bids tabulated at **2:01PM, Tuesday, September 26, 2017** in the Southeast Iowa Regional Planning Commission, 211 North Gear Avenue, Suite 100.

The project will be awarded to the lowest responsible bidder. Southeast Iowa Regional Planning Commission, as administrative agent for the Great River Housing Trust Fund, reserves the right to reject any and all bids.

Time for Commencement and Completion of Work. Work on the improvement shall be commenced immediately upon approval of the contract by the SEIRPC and within Seven (7) days from the date specified on the Proceed Order. **Proceed Order Start Date may be flexible.**

Contract Documents. Copies of the contract documents can be aquired from the homeowner or picked up at Southeast Iowa Regional Planning Commission, 211 N Gear Ave, Suite 100, West Burlington, IA.

General Nature of Public Improvement. The rehabilitation of buildings, structures and sites in accordance with the rehabilitation standards determined by general inspection and guidance explained on bid packets; in accordance with the contract documents. **Project will be bid as a whole.**

****Women and Minority Owned Business are encouraged to participate****

Any questions regarding this notice can be directed to Sara Hecox at the Southeast Iowa Regional Planning

MEMORANDUM

TO: Contractors
FROM: Southeast Iowa Regional Planning Commission
RE: Great River Housing Trust Fund Housing Rehabilitation Program
DATE: September 06, 2017

Thank you for your interest in bidding on the homes in the Great River Housing Trust Fund Housing Rehabilitation Program. The following are a few reminders as you complete your bid packet.

1. All bids must be completed in permanent ink. Bids written in pencil will not be accepted.
2. Sealed bids for the work comprising of the improvements as stated below must be filed before **2:00PM, Tuesday, September 26, 2017** at **Southeast Iowa Regional Planning Commission, 211 North Gear Avenue, Suite 100**. Sealed proposals will be opened and considered at **2:01PM, on Tuesday, September 26, 2017** in **Southeast Iowa Regional Planning Commission, 211 North Gear Avenue, Suite 100**. The project will be awarded to the lowest responsible bidder. The Great River Housing Trust Fund reserves the right to reject any and all bids. Copies of the contract documents can viewed and downloaded at www.seirpc.com or picked up at Southeast Iowa Regional Planning Commission, 211 N Gear Ave, Suite 100, West Burlington, IA.
3. All bid submittals must include the following:
 - ✓ **Completed bid packet with all costs identified.**
 - ✓ **Bids with items not completed shall be considered non responsive, and thrown out.**
 - ✓ Signed non-collusion statement
4. The following will be required after the project is awarded:
 - ✓ Certificate of Insurance showing SEIRPC of city as additional insured.
 - ✓ Copy of Iowa Department of Labor Contractor Registration
5. All work must be bid as written. All notes/corrections will be considered, however to provide accurate bids, work involved must follow bid specifications. Any changes will be made with a change order. Bids not following specifications shall be considered non responsive.
6. Bid amount will be publicly recorded as amount written on bid request cover sheet. Correct calculations are the responsibility of the contractor.

Thank you for your interest in this project.



**GREAT RIVER HOUSING TRUST FUND
BID SHEET**

DATE BIDS RELEASED 9/1/2017 BIDS DUE 9/26/2017, 2:00 PM

Project: HTF-17-013
SEIHI
1512 Orleans
Keokuk, IA 52632
Phone:

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 Contract Documents 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 within the time stated and in strict accordance with the proposed Contract Document, including furnishing of any construct, and complete said Work in accordance with the Contract Documents, for the sum of money:

All labor, materials, services, and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Total Bid _____ Dollars: \$ _____
(written amount) (numeric)

If awarded the Contract, the Bidder agrees to have on file with the Agency all required documents for verification of licensing and insurance. Completion of the project will require _____ calendar days. This proposal is valid for a period of 60 days.

All units of measurement and amounts are estimates.
Contractors shall be responsible for on-site measurements for complete accuracy.
Bid is for complete scope unless adjusted by change order by SEIRPC.

For questions, please contact:

Dan Eberhardt
Regional Planner II
Southeast Iowa Regional Planning Commission
211 North Gear Avenue, Suite 100
West Burlington, IA 52655
Email: deberhardt@seirpc.com
Phone: 319-753-4307
Fax: 319-754-4763
Website: www.seirpc.com

Office use only:	
Mor.	H C
HO CN	Pb C

Contractor Information

Company Name: _____
 Address: _____
 City, St, Zip: _____
 Phone: _____ Cell Phone: _____
 Fed. Tax ID: _____ Email: _____

Printed Name: _____ Title: _____

Contractor Signature: _____ Date: _____

Insurance Provider Information

Name: _____
 Address: _____ Phone: _____
 City, St, Zip: _____ Policy #: _____

To assist in notification of future bidding projects we will be sending texts to the cell phone numbers on file. If you would like to have your number included please list your service provider to assist in setting up this service. If you do not wish to be included please let us know or reply "STOP" to any future message and we will remove you from our list.

List any Subcontractors that will be included

(note: all subcontractors will need to sign a lean waver prior to any payments on project)

Name	Trade
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Note: This is a complete bid all blanks shall be filled. Any omissions by the contractor bidding on this project shall be the responsibility of the contractor. Omissions of amounts shall be varified by the contractor.

The amount listed on the front page shall be considered a full and complete amount for entire scope of work. Please be sure your calculations are correct. Incorrect amounts may result in your bid being declared non-responsible, and rejected.

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

GRHTF 17-17
1512 Orleans, Keokuk, IA 52632

STATE OF Iowa)

) SS:

COUNTY OF Lee)

_____, being first duly sworn, deposes and says that:

(printed name of contractor)

He/she is: (owner) (representative) (office personnel)
(partner) (other, explain _____)

Of _____, the Bidder that has submitted the attached Bid;

(Company name)

He is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said Bidder nor any of its officers, partners, owner, agents, representatives, employees or parties in interest including this affidavit, nor any employee or official of the City of Burlington has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a sham bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix overhead, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement, any advantage against the City of Keokuk or the owner of the property interested in the proposed contract;

The prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of Bidder or any of its agents, representatives, owners, employers or parties in interest including this affidavit, or by any employee or official of the City of Keokuk.

Signed _____

Title _____

Project Basics**1 All work to comply with applicable Laws and Codes for the city of Keokuk**

All materials and equipment herein specified shall be installed in conformance with the latest existing laws, ordinances and codes, latest edition, as adopted by the City of Keokuk. These include, but are not limited to, the 2009 *International Building Code* (IBC), 2009 *International Residential Code* (IRC), 2009 *International Mechanical Code* (IMC), 2012 *International Fuel Gas Code* (IFGC), 2011 *National Electrical Code* (NEC), 2009 *Uniform Plumbing Code* (UPC). However, the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitation of Historic Buildings may apply if the structure to be rehabilitated is found to be eligible for the National Register of Historic Places, also the *Iowa Green Streets Criteria* mandatory guidelines shall apply.

2 Note: Payment Schedule

The Great River Housing Trust Fund (GRHTF) program requires a retainage of 20% to be held for each draw request until final completion. GRHTF requires payment be based on a reimbursement type system, and each request for payment shall be inspected prior to release of funds.

No deposit amount shall be dispersed prior to start of work.

Contractor shall invoice Southeast Iowa Housing Inc. (SEIH Inc.) for a draw amount representative of the work in place. SEIH Inc. shall be responsible for payment inspection and release of funds.

3 General Permit Requirements

City of Keokuk Building Permits:

All permits or licenses necessary for the new construction or alterations to the structure must be obtained and paid for by the Contractor before starting work. Contractors and Subcontractors are responsible for obtaining any progress or final inspections from the Building Department. Failure to call for required inspections or proceeding without inspection may result in suspension from future bidding. Two copies of all permits are required, one shall be publicly displayed at the job site for all interested parties concerned, the second shall be on file at Southeast Iowa Regional Planning Commission. The Southeast Iowa Regional Planning Commission has the right to inspect work in progress. These inspections need not be announced in advance.

Foundation

Item	Specification	Quantity/Unit	Total Cost
4	<p>Excavation - Basement 8'</p> <p>Excavate to undisturbed soil. Bottom of footing shall extend below local frost line and to a maximum depth of 96" below adjacent grade. (presumed 2000 psf. soil bearing capacity).If suitable bearing is not found at elevations indicated, contact the Building Department.</p>	1,100.00 SF	\$ _____
5	<p>Install Sewer and Water from street to house.</p> <p>Contractor is responsible for calling "Iowa One Call" prior to commencement of any work. All Plumbing shall comply with municipal adopted Iowa state and local plumbing codes. Sewer is to be minimum four (4") inch schedule 40 PVC or per City requirements, connected from the house to the house stub. Bedding is to be per municipal specifications. Water service is to be diameter and construction specified by code, connected to the water main or B-box Corporation. Check the B-box after backfill to assure key can be placed on round way.</p> <p>Horizontal separation or vertical separation shall be maintained per local code and jurisdiction. All sewer and water lines going through the foundation walls must be water tight sealed with a "waterplug" on both sides of the wall. All copper water services shall be sleeved with "plastic sleeve" or an approved sleeve to prevent contact with any concrete. Lot shall be re-graded to condition prior to commencing work. Trench will be backfilled and excess soil will be graded smooth. All sewer and water trenches under and within three (3) feet of the curb shall be compacted. Any cost of de-watering excavations shall be incidental to the construction and be included in contract price.</p> <p>Contractor is responsible for all measurements and will not charge for extra footage.</p>	100.00 LF	\$ _____
6	<p>Construct house with 8 ft basement wall and foundation.</p> <p>Scope of work is meant as general guideline of construction for purpose of securing valid bids for the construction of house. City building code requirements shall take precedence where applicable.</p> <p>This scope of work is for the construction of a new house constructed on 8 ft basement wall and floor on foundation.</p> <p>This scope is for the complete construction including all materials, municipal connections, excavating, concrete, framing, insulating, drywall, windows, doors, siding, roofing, painting, trim, floor covering, plumbing, heating, electrical, detached garage slab, driveway, walks and landscaping. All construction to follow attached blue print instructions and measurements. Exterior framing to be 2 X 6 Studs on 16" center, interior framing to be 2 X 4. Interior walls to be dry walled with smooth finish, and one coat primer and two coats flat paint.</p> <p>Scope of work to follow supplied prints, substitutions of like quality shall be allowed with approval.</p>	1,064.00 SF	\$ _____

Item	Specification	Quantity/Unit	Total Cost
7	<p>Footings 18" x 8"</p> <ol style="list-style-type: none"> Footings shall be set on undisturbed soil or compacted backfill, which is free of organic material. Poor bearing soil shall be removed to extent required for footing loads and replaced with a minimum of eight (8) inches of compacted backfill material. Side forms shall be used where soil will not retain shape. Unless otherwise shown, footings shall be sized as per code requirements, centered directly under the wall and reinforced with 2- #5 bars, 3" up from bottom of excavation and 3" away from side excavation. Bars shall be lapped minimum 18" at splices and shall run continuously around corners. Concrete support pads shall be installed per print. Pads are to be a minimum of 24" x 24" x 12" deep of poured concrete with 3- #5 rebar each way. Pads shall be directly below bottom of floor and poured prior to floor pour. 	100.00 LF	\$ _____
8	<p>Form and pour 8" basement wall 8' tall</p> <p>Supply and set forms for a 8" wall per plan (28' x 38'), elevations to be verified with project manager, prior to setting forms. Set and tie rebar per plans and applicable codes with minimum of 3- #5 bar horizontal, maintain minimum of 2" clearance from forms with all rebar. Rebar grounding tap shall be installed prior to pour. Anchor bolts must be 1/2" diameter minimum. Spaced at 6 feet on center along sill plates. Must be within 12", but not less than 4" from the end of a sill plate. Must be at least 2 anchor bolts on each sill plate. Each bolt must be embedded a minimum 7" into the concrete. Top of wall shall be straight, and level with no deflection greater than 1/2". Walls shall be square and true within 3/4". Provide for 4 basement window openings with one window to be egress size.</p> <p>Concrete basement wall dimensions to match blue print specifications.</p>	250.00 RF	\$ _____
8	<p>Pour concrete floor. 4"</p> <p>Fill as needed base course of clean graded gravel, no larger than two (2) inches and not smaller than 1/4 inch. A continuous 6 mil membrane shall be installed on top of gravel. Precaution shall be taken so as not to tear the membrane during concrete placement.</p> <p>Concrete slab to be constructed with 3000 lbs. mix concrete with a 4-inch minimum thickness. #3 Rebar shall be set and tied 50% 24" on center. Finish shall be hard trowel smooth finish with cure and seal applied directly after final troweling. Control joints will be made within 24 hours of pour, at maximum spacing of 12 feet on center each way.</p>	400.00 SF	\$ _____

Plumbing

Item	Specification	Quantity/Unit	Total Cost
8	<p>Install 3 pc. set; 1.28 gal. toilet, tub, sink, and lav. Install 2 piece, close-coupled white vitreous china low-flow commode. Toilet must provide reverse trap function with two inch, glazed finish trapway. Toilet shall carry a minimum 5 year manufacturer's warranty. Include white pressed wood seat, supply pipe, shut-off valve, Fluidmaster 400A ball cock assembly, stop valve and wax seal. Install a 5' white enameled, formed acrylic tub complete with fiberglass tub surround, shower rod, supply lines, 1.75 gal. low-flow shower head, trap, lever operated pop-up drain and overflow, waste shoe, and diverter faucet set. Shower valve shall be provided with an automatic safety mixing device to prevent sudden unanticipated changes in water temperature (OPC 425.4). Frame tub end using 2" x 2" framing lumber and surface with water-resistant drywall. Finish to match existing tub surround. Include framing and installing a screw fastened access panel in the wall behind the drain end of the tub. Install new 24", 2 door, lavatory base cabinet with wood framing and doors. Include a composite cast top with 4" backsplash, 2 handle faucet set with metal pop-up , drain, trap, supply lines and stop valves. Installed lavatory and tub faucet sets shall be of the same brand and have a limited lifetime warranty, or better.</p>	2.00 EA	\$ _____
9	<p>Install full laundry hook-up, electric, First Floor. Install all connections needed for a laundry area. For the washing machine these connections shall include copper water supply lines, with shutoffs and brass connectors; and drain connection. For the Dryer this shall include electric supply receptacle and exhaust duct through wall or rim joist. Install dedicated non-gfci laundry outlet for washer. All piping and wiring to comply with state and local codes which ever is greater.</p>	1.00 EA	\$ _____
10	<p>Install rough in for future bath in concrete. Basement Install to consist of drains for toilet, sink and shower/tub to be placed prior to floor pour. check with contractor for final grade of floor, all piping to be documented on "as built print set" for future locating.</p>	1.00 EA	\$ _____
11	<p>Install 40 gallon hot water heater. 220V Install a 40 gallon, glass-lined high-recovery hot water tank. Tank shall be insulated to R10 minimum. Include temperature and pressure relief valve, discharge tube to within 4 inches of the floor, Run properly sized wire to point of use disconnect if applicable, attach to tank in proper conduit. Water supply line into tank to have fullway valve installed if not already present. All work to comply with current applicable codes. Remove and dispose of old heater if present in an approved manner. Tank shall have a minimum 5 year warranty.</p>	1.00 EA	\$ _____

Item	Specification	Quantity/Unit	Total Cost
12	Install PEX water lines and risers. Whole House. Install PEX water risers from the supply to the fixture. Size piping to meet code minimums. All work to meet applicable codes. All connections and shut off's to conform to manufacture's recommendations. Locations to include kitchen sink, dishwasher, refrigerator ice maker, laundry, water heater, bathroom sink, toilet, tub/shower as shown on prints.	400.00 LF	\$ _____
13	Inspect main waste line to street Inspect main waste line with camera, to insure proper condition of pipe and no blockages, breaks and proper slope. Repair any issues to provide proper working order. Provide documentation from sewer service company to city. If problems exist which require replacement refer to optional item of pipe replacement.	1.00 EA	\$ _____
14	Install PVC drain line for all fixtures. Install PVC drain line properly sized for each fixture to all fixtures. All work must conform to IPC and local or state applicable codes. Install all waste lines and venting to blue print guidelines.	250.00 LF	\$ _____
Electrical			
15	Electrical - General Specifications All materials shall be new. All materials shall be U.L. approved and/or National Electrical Code rated. Fixtures shall be of similar quality and style of fixture being replaced. If none is present, install U.L. approved moderately priced fixtures of style normally used in area of installation. Provide owner with selection of fixture prior to installation. All drilling, cutting, and fastening to be neat and true. All wiring to be fished unless otherwise specified. All patching to match existing or surrounding surface. All new or replacement installations to be operationally tested for satisfactory performance. All installed panels, breakers, and power distribution equipment shall be clearly labeled to show the circuit being controlled by location name. Cover plates for plugs and switches shall be standard type matching color of existing plates.	1.00	\$ _____
16	Install 200 amp service. Complete Dispose of old electric service and panels. Install a residential, 200 amp, 3 wire electric service. Include a main disconnect, 24 circuit panel board, circuit breakers, meter socket, service head, and service ground rod & wire. Connect all loads to breakers. Label all breakers. Balance circuits to provide a minimum of two general lighting circuits. Replace all wiring to basement sub-panels using NEC approved wiring in metal conduit. New installation shall have a GFCI receptacle located directly below panel, and a light source sufficient to illuminate panel.	1.00 EA	\$ _____

HVAC

Item	Specification	Quantity/Unit	Total Cost
17	<p>Install furnace/AC and duct work complete. Minimum efficiency rating AFUE shall be 92 percent. Unit shall be properly sized in accordance with ACCA's Manual J or other recognized methodology. Prepare heat loss analysis and size new unit as indicated by heat loss calculation. Give copy of calculation report to Agency before beginning installation. Install unit complete with plenum, hot air duct and cold air return duct connected to all room ducts. Include gas line. Include thermostat, filters, fan, plenum controls, exhaust and air intake pipe. Gas shutoff valve must be on vertical piping, approximate to the electrical disconnect and readily accessible. System shall be installed on a separate power circuit. Unit to include AC unit complete with condensate drain, interior and exterior electrical connections, and pad. Install unit seal all seams and penetrations into duct work from install. Unit must meet minimum of 13 SEER rating. Supply operating manual, operating instruction to the owner and one year call back.</p>	1.00 EA	\$ _____

Finishes

18	<p>Install 1/2" drywall; tape, mud, prime and paint. Fasten 1/2" drywall to joists or studs with screws, as per manufacturers recommendations. Tape and finish 2 coats. Protect all surfaces and materials (e.g., floor, cabinets, fixtures) which are not to be painted. Unless specifically called, do not paint any varnished or stained wood surfaces. Apply primer coat followed by two finish coats of latex Semi-gloss.</p>	1,500.00 SF	\$ _____
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19 Finishes - Painting - Interior - New Construction

TRADE PARTNER AGREES TO ABIDE BY, AND TO ENFORCE COMPLIANCE BY ITS AGENTS AND INVITEES, WITH BUILDER'S ADDENDUM B - SCOPE OF WORK FOR PAINTING, IN THE PERFORMANCE OF ITS WORK, WARRANTY WORK OR ANY OTHER WORK OF ANY KIND, INCLUDING BY WAY OF ILLUSTRATION AND NOT EXCLUSION OF THE FOLLOWING:

1. **Check Lists**

- a. A completion checklist will be required to be signed by the Construction Manager to verify completion of each phase of work. The checklist would in no way release the Trade Partner from responsibility and warranty of his work but is designed for use as a measure of quality. *CHECKLIST TO BE TURNED INTO THE CONSTRUCTION MANAGER UPON COMPLETION OF WORK FOR PAYMENT APPROVAL.*

2. **Materials**

- a. Paint -Standard Flat
 - i. Optional Paint- Eggshell finish
- b. Paint (Semi-Gloss) on all doors and trim
- c. Optional Stained Wood
 1. "Natural"- Clear Polyurethane only
 2. "White" (on poplar rails only) - Semi gloss " White"
- d. Exterior Paint - Trim
 1. Super White or per exterior color package
- e. Exterior Paint - Doors-White
- f. Caulk
- g. Putty
- h. Spackling (Spotting compound)
- i. Drop Cloths
- j. All miscellaneous material like tape, brushes and rollers, etc.

3. **Job Description**

- a. **Interior Paint**
 1. Furnish all labor and materials with all necessary scaffolds, staging, brushes, drop cloths, spray units and miscellaneous equipment to perform the work.
 2. Paint/stain windows, casing, trim, wood railings, and doors per specifications and color selections. Caulk all tops etc: counter, bath. Also must putty the holes in the cabinet color to match cabinets.
 3. All walls and ceilings are to be painted with one (1) coat Antique White at 8 mils wet, 4 mils dry film thickness. Application method is to be spray and back roll with a 3/8" nap roller sleeve.
 4. Trade Partner is responsible to protect all windows, finished cabinetry, and final flooring from drip spills and overspray.
 5. When applicable all boxed out window trim, attic access trim, and trim under the counter tops will be painted to match the wall color.
 6. Stain all raw edges of pre-finished trim to match at time of touch up.
 7. Trade Partners will replace any items they remove. All doors (including bi-folds) will be returned to correct openings and will function properly and be leveled.
 8. Door hardware, windows, striker plates, thresholds, gray boxes, fireplaces, flooring,

Item	Specification	Quantity/Unit	Total Cost
	ice maker boxes, electrical trim, and weather-stripping are to be masked off and kept clean. All bi-fold tracks are to be masked and kept clean and free of paint.		
9.	All tile areas for slab-on-grade houses will be completely covered so as to insure proper adhesion of flooring. Trade Partner is responsible if this requirement has not been met.		
10.	On painted trim, all staples or nail holes, imperfections, knots, etc. will be filled flush with putty before paint is applied. Any imperfections or damage beyond repair shall be reported to the Construction Manager immediately.		
11.	Minor tears and holes on the painting surfaces shall be spackled and sanded prior to painting using a spackling compound.		
12.	All voids around the switch plates and duplex covers shall be spackled and sanded prior to painting.		
13.	Wood surfaces that are to be painted or stained will be sanded to a smooth, clean surface prior to painting or staining. All gouges, unsound knots, etc. shall be filled with wood filler.		
14.	Complete touch-up will be applied after carpet and all prior trades have completed their work, but Trade Partner is TOTALLY responsible for protecting all areas with drop cloth(s) while touching up not to receive paint.		
15.	All interior surfaces of exterior doors to receive two (2) coats of enamel paint on the top and sides, door jambs are to be painted to match interior of door and exterior trim. Any dents are to be bonded prior to the final coat.		
16.	Trade partner is to furnish each homeowner with one (1) quart of interior wall and trim paint. All paint, color numbers, and store locations are to be left for the homeowner.		
b.	<u>Exterior</u>		
1.	Seal and paint the wood siding, trim, fascia boards, eaves, exterior doors and grids per specifications and exterior color package.		
2.	Exterior trim must be clean, dry, and checked for defects. No painting will be done on any surface which has surface moisture/ice.		
3.	All nail holes or small openings will be caulked (Smooth). Caulking must cure per manufactures specification prior to painting.		
4.	<i>Metal Surface Preparation/Lintels:</i> All metal surfaces shall first be washed to remove any dirt or grease before applying materials. Where rust or scale is present, it shall be wire brushed or sanded clean before painting. Shop Coat paint that becomes marred shall be cleaned and touched up. All galvanized metal shall be primed with a product designed for this purpose in accordance with manufacturer's directions. After priming, apply one (1) coat of finish paint.		
5.	Satin paint will be used on all exterior doors. Any dents are to be bonded prior to the final coat.		
6.	Special care shall be taken to see that all surfaces are dry and the temperature and humidity are such that the paint will dry properly; paint and stain are to be applied per the manufacturer's instructions.		

Item	Specification	Quantity/Unit	Total Cost
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- 7. Exterior paint will always be brush or roll applied.
- 8. Exterior Trim & Cementous/Wood Siding
 - a. Finish coat to be mil applied in the field. Do not apply this product at air temps below 35 degrees F or when temperature of air or surface may drop below 35 degrees F with 24 hours. During winter months of November through March, finish coat with mil applied Exterior Alkyd Eggshell.
 - b. 3 sides field coated with mil applied Satin Finish. During winter months November through March finish coat with mil applied Alkyd Eggshell.
- 10. All gas meter hook-ups and air conditioning brackets are to be painted with rustolem gray.
- 11. Fypons/louvers to be finish coated with white exterior paint

4. Warranty Service

- a. Trade Partner is to supply color formulas and the name of a store where they can be purchased at a later date.
- b. Trade Partner to supply a warranty service and react to all calls on the date and time provided.
- c. Any work order ticket received will be confirmed with the Construction Manager 24 hours before service is to commence.

5. Schedule

- a. Trade Partner agrees to the following Minimum timelines:

- 1. Interior Paint - Single Family: 7 Day
Multi Family: 7 Day
Painted Package: Add 3 days
- 2. Exterior Paint - Single Family: 3 Days
Multi Family: 3 Days
- 3. Paint Touch Up - Single Family: 2 Days
Multi Family: 2 Days

1,500.00 SF \$ _____

Item	Specification	Quantity/Unit	Total Cost
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20 Paint Interior of House Complete.

The purpose of this work is to provide a finish appearance which will be attractive, professional and durable. The final work must provide full coverage, with sharp cut-in lines, no bleeding or showing through of previous colors or coats. To insure this, the contract shall:

Protect all surfaces and material which will not be painted. (Floors and floor covering not to be replaced, cabinets, fixtures, varnished surfaces.) Where necessary use visqueen to block door ways to adjoining rooms.

Remove and store all window hardware, door hardware, fixtures, hangars, electrical plates, shades, etc.

Remove or reset protruding nails or screws on all surfaces. No painting cut-in to be done around these or other items.

Remove all wall coverings and wall paper. Repair cracked or damaged plaster and wall board, unless another specification calls for full lamination or replacement.

Fill and sand smooth nail holes, gaps at trim, mouldings, frames, and registers.

Clean all surfaces of dust, dirt, grime, and foreign material which will interfere with primer adherence.

Unless specifically directed, do not paint any varnished, natural or stained surface.

Do not paint window cords, sash lifts, sash locks cover plates, glass, hinges, door hardware, locks, electrical plates, outlet and switch and light covers or fixtures.

The painting shall be completed after all other interior work in the house to avoid unnecessary touchups.

SCOPE OF WORK:

All rooms on first and second floor shall be treated. In addition hallways and staircases (including steps) to the basement and attic shall be treated. If there is any question about the scope of work, contact the Housing Inspector. An estimate of the number of rooms included is provided only as a guide for the contractor. The entire project is to be treated as described above. All bare surfaces are to be primed and other priming shall be done by contractor to provide full coverage.

MATERIALS

Note: All materials shall be Sherwin Williams ProMar 200 or better, in the type, color and finish indicated below. Any & all natural or varnished surfaces shall be retained and coated with Sherwin Williams oil base varnish (hand rubbed finish). Any desired substitutions must be approved in writing in advance.

Home owner will have choice of available colors.

10.00 RM

\$ _____

Item	Specification	Quantity/Unit	Total Cost
21	<p>Carpet whole house, except kitchen and bath.</p> <p>All carpeting shall conform to HUD Bulletin No. UM44-C and shall individually meet the flammability requirements of the Department of Commerce Standard DOC FF 1-70. Nylon (continuous filament) pile yarn fiber shall be a minimum of 27.9 oz/sq.yd, density of 4000. Berber carpets may be a nylon or nylon blend. Padding to be 3/8" rebond. Stretch carpet to eliminate puckers, scallops and ripples. Include tackless strips, metal edge strips, and mending tape to cover entire floor including closets. On stairs, fasten carpet and pad at top and bottom of each riser. Contractor shall be responsible for the removal and replacement of major furniture & appliances.</p>	120.00 SY	\$ _____
22	<p>Install vinyl floor covering. (See blue prints for area)</p> <p>Install sheet goods with a minimum of seams per manufacturer's recommendation. Insure smooth level surface use of leveling compound may be required, feather all edges so that they will not show through flooring. Caulk edges of vinyl with clear silicone caulk to form a positive seal. Include metal edge strips at openings and base around perimeter. Contractor shall be responsible for the removal and replacement of major furniture & appliances.</p> <p>Product Standard: Armonstrong Solarian Prevail or equal quality with at minimum, a 10 year, no-rip warranty.</p>	75.00 SY	\$ _____
23	<p>Install new kitchen (cabinets, floor,electric,walls, counter)</p> <p>Install full new kitchen to blue print specifications. Check with owner for style, color and quality. Mid range quality.</p>	1.00 EA	\$ _____
24	<p>Install porch columns, rails and balusters.</p> <p>Install all columns, rails and balusters. (To blueprint specs) Install 2" x 4" top and bottom preformed, contoured pressure-treated rails and 2" x 2" eased edge or colonial style pressure-treated balusters 4" on center, face nailed with rust-resistant nails.</p>	15.00 LF	\$ _____
Site work			
25	<p>Install sidewalk 3 ft. wide. (From Orleans Avenue Stairs to front of house to the side door and to the rear garage- check with owner)</p> <p>Remove any existing material down to solid surface. Form and Grade area using appropriate fill if needed, set #4 rebar on chairs to maintain proper height. Rebar to be tied minimum 50% in a grid pattern not to exceed 2' X 2', and maintain minimum 3" clearance from forms. Pour 3000# mix concrete, finish with light broom finish. Install barricade or other warning device until surface is usable.</p>	80.00 LF	\$ _____

Item	Specification	Quantity/Unit	Total Cost
26	<p>Concrete Stairs. (Front porch and side door)</p> <p>Concrete Stairs shall be formed to accurate profile with riser height not to exceed 7 inches and tread to be a minimum of 12 inches. Round all nosings and provide fillet on internal corners. Broom across direction of traffic. If applicable, see drawings or Bid Document for details of reinforcing.</p>	2.00	\$ _____
27	<p>Pour concrete floor. 4" (for 2 car garage from off the back alley- check with owner for exact size) Provide for walkout stoop from garage walkout door</p> <p>Fill as needed base course of clean graded gravel, no larger than two (2) inches and not smaller than 1/4 inch. A continuous 6 mil membrane shall be installed on top of gravel. Precaution shall be taken so as not to tear the membrane during concrete placement.</p> <p>Concrete slab to be constructed with 3000 lbs. mix concrete with a 4-inch minimum thickness. #3 Rebar shall be set and tied 50% 24" on center. Finish shall be hard trowel smooth finish with cure and seal applied directly after final troweling. Control joints will be made within 24 hours of pour, at maximum spacing of 12 feet on center each way.</p>	500.00 SF	\$ _____
30	<p>Backfill.</p> <ol style="list-style-type: none"> 1. Only materials free of roots, stumps, wood, cinders, trash, and stones larger than four (4) inches in diameter shall be used. 2. Fill shall be placed in successive layers not exceeding twelve (12) inches loose measure. Each layer shall be adequately and uniformly compacted. 3. All fill shall be thoroughly compacted to avoid damaging settlement to walks, driveways, lawns, and other site improvements. 4. Backfill shall not be placed upon muddy or frozen surfaces which contain frost or ice. 5. Settlement or washing that occurs in backfilled areas within one year of the acceptance of the work shall be repaired and grade re-established to the required elevation. 6. Rough grades shall be established at four (4) inches below the finish grade. 	1.00 CY	\$ _____

Item	Specification	Quantity/Unit	Total Cost
31	<p>Topsoil.</p> <ol style="list-style-type: none">1. Topsoil shall be used to establish the finish grade except where a dust-free surface is required.2. The topsoil shall be uniformly distributed on the designated areas and evenly spread to a minimum of four (4) inches for lawn areas to be seeded. Any irregularities in the surface resulting from topsoil or other operations shall be corrected in order to prevent the formation of depressions where water will stand.3. Topsoil shall be fertile, easily crumbled, natural surface soil obtained from well-drained areas. Topsoil shall be free of subsoil, brush, organic litter, objectionable weeds, clods, shale, large stones, stumps, roots or other materials harmful to plant growth or hindrance to planting or maintenance.4. Acceptable local materials, compacted to a depth as specified shall be used. Lime waste shall be free of clay, rock or gravel larger than two (2) inches in any dimension. It shall also be free of debris, waste, frozen materials, vegetable and other deleterious material.	1.00 CY	\$ _____

Item	Specification	Quantity/Unit	Total Cost
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32 Seeding.

It is the standard policy of the Housing Rehabilitation Office to reseed damaged areas.

1. Rake and level lawn areas. Add topsoil as required. Seed area using mechanical seeder and mixture containing no more than 25% winter or nurse rye seed. Use seed appropriate to sun-shade and soil conditions. Distribute seed using cross seeding perpendicular to first seeding direction. Water lightly and distribute straw or mulch covering to hold seed in place and protect it. Provide watering instructions and reseeding warranty.

2. The seed shall be uniformly distributed over the areas to be seeded at the rate of four (4) pounds per 1,000 square feet. The seed shall be lightly covered by raking and the surface rolled with equipment weighing 60 to 90 pounds per linear foot of contact surface.

3. All seed shall be new seed labeled in accordance with U.S.D.A. and the Rules and Regulations under the Federal Seed Act as to the manufacturer's guaranteed analysis. The seed shall be 95% pure. The germination rate shall be at least 85%.

4. When an area has been completed, the area shall be thoroughly cleaned. Debris, rubbish, subsoil and waste materials shall be cleaned-up and removed from the property.

5. Commercial fertilizer shall conform to all applicable State Fertilizer Laws. The fertilizer shall be delivered in bags fully labeled with the manufacturer's guaranteed analysis as follows: Nitrogen 12%, Phosphorous 12% and Potassium 12%. The fertilizer shall be evenly distributed at the rate recommended by the manufacturer.

6. The newly planted ares shall be watered to promote seed germination. The watering period shall extend through the contract period to the final inspection. After the final inspection, the homeowner will be responsible for continuing the watering. The ground surface shall be kept moist by sprinkling until a show of green is obtained. Light sprinkling shall be performed in a manner that will not cause seed displacement and surface erosion.

1.00 SF \$ _____

Please transfer this total to the front page in space provided.

Total Bid	\$ _____
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