

**SHIP HOUSING REPAIR
ESCAMBIA COUNTY**

OWNER: Latrice D Cunningham
ADDRESS: 1124 Webster Drive
Pensacola, Florida 32505
PHONE: 850-572-3910

JOB #: NED S-R-2022-3
DATE PREPARED: 2/28/2022
OPENING DATE: 3/11/2022
CLOSING DATE: 3/25/2022
CLOSING TIME: 12:00 noon

I/(we) certify that I/(we) have carefully examined the Housing Repair Specifications and Contractor Requirements related to the above referenced job, as furnished by Escambia County, and I/(we) have also examined the site on which the proposed work is to be performed. On the basis of these examinations, I (we) propose to furnish all materials, tools, machinery and labor necessary to complete the work in a professional, workmanship manner and to complete the work at the prices listed.

\$ _____
TOTAL JOB COST

CONTRACTOR'S SIGNATURE

TITLE

BID OPENING DATE: _____

ACCEPTED REJECTED

FIRM

FIRM PHONE NUMBER

BID COMMITTEE REPRESENTATIVE

REQUIRED PERMITS AND INSPECTIONS: Roof, Electrical, Plumbing and Doors

All measurements are for reference only and should be confirmed by the bidder

Mandatory on Site Pre-Bid Conference: Friday, March 18, 2022 at 8:30 a.m.

INSTRUCTIONS TO BIDDERS

Complete and submit COVER SHEET AND ALL NUMBERED PAGES OF SPECIFICATIONS with signature of Contractor, bid price, and itemized pricing. Bid submissions will be accepted online via Vendor Registry or Hand-delivery. Hand-delivery of sealed bids may be accepted by appointment only and must be in a sealed envelope and delivered to Neighborhood Enterprise Division Office, 221 Palafox Place (Ernie Lee Magaha Government Building), Suite 200, Pensacola, FL 32502. NO email or fax submissions will be accepted. All bids must be received by the published deadline.

The bids will be opened by the Bid Committee and bid will be awarded to the lowest responsive and responsible bidder for the total cost of the Project. Bids \$25,000 or over must be approved by the Board of County Commissioners prior to award of contract. Should the total cost of the Project exceed available funds, itemized pricing may be used for negotiation of the individual components of the Project or specific components may be deleted to maintain budgetary restrictions.

Labor, overhead, permits, insurance, and profit must be included into each itemized price and not listed as a separate itemized price or listed under "miscellaneous." Non-compliance will result in rejection of bid.

All repair work performed must be inspected (rough and final) and conform to County Ordinances, State Laws, and Florida Building Code.

The Contractor is responsible for proper reattachment/hook-up of any/all of the following that apply: appliances, existing coaxial cable, telephone and interface, electric, water, and sewage.

HOMEOWNER'S RESPONSIBILITIES AND OBLIGATIONS

The Homeowner is responsible for maintaining existing utilities for the Contractor's use during the rehabilitation period.

The Homeowner is responsible for the removal of all belongings/furnishings from the designated work areas prior to the start date. The Contractor is not responsible for removal of Homeowner's trash and/or discarded belongings or furnishings.

PAYMENT SCHEDULE

Payment will be lump sum at project completion for bids \$15,000.00 and under. For bids over \$15,000.00, contractor will be eligible for a 40% draw once all required permit applications are in place and 50% of the work is completed as determined by the itemized costs for the job.

The Contractor will be eligible for Final Payment after the following conditions have been fulfilled:

- Completion of Write-Up
- Inspection/Sign-off by Building Inspections and/or Health Department
- Acceptance by the Homeowner (Homeowner's Release & Warranty)
- Warranty Paper provided to the Homeowner
- Premises free from all construction debris
- Submission of RRP Checklist Form (if applicable) & Contractor's Final Affidavit
- Original Invoice from Contractor
- Surety's Consent to Final Payment (if applicable)

COMPLETION DATE

There is a FOURTY-FIVE (45) day time limit on each rehabilitation job. For every day worked in excess of the FOURTY-FIVE day contract period, liquidated damages of FIFTY DOLLAR (\$50.00) per day will be assessed.

ESCAMBIA COUNTY NEIGHBORHOOD ENTERPRISE DIVISION HOUSING REPAIR PROGRAMS CONTRACTOR REQUIREMENTS

If your firm is awarded the bid for housing repair (SHIP or HUD programs), the following items must be current and on file in order to issue a Purchase Order.

- *Current W9 (less than one year old).
- *County Vendor Information sheet (less than one year old).
- *Worker's Compensation as required by State Law **OR** exemption form.
- *Commercial General Liability (\$1,000,000 coverage) listing Escambia County as Certificate Holder and additional insured.
- *Automobile Liability (\$1,000,000 coverage) listing Escambia County as Certificate Holder and additional insured.

GL and Auto Liability Certificates must state the following under the Additional Interest:

Escambia County
C/O Neighborhood Enterprise Division
221 Palafox Place
Suite 200
Pensacola, FL 32502-5844

All correspondence should be directed to Neighborhood Enterprise Division, 221 Palafox Place, Suite 200, Pensacola, FL 32502 for review.

***For jobs valued at \$25,000 or higher, 100% Performance and Payment Bonds will be required.** Performance and Payment Bond format will be provided. Contractor will be responsible for the recording of all bonds with Pam Childers, Clerk of The Circuit Court of Escambia County Florida.

*Refer to BCC Office of Purchasing Risk Management Guidelines Procedure No: PP-180 (Performance and Payment Bonds) and PP-185 (Risk Management Guidelines) for further details.
[<http://www.myescambia.com/business/purchasing-policies-and-procedures>]*

Additionally, Neighborhood Enterprise Division will maintain the following info in the Contractor's file:

- *Contractor may not be federally debarred from participating in programs as per www.sam.gov
- *State registered or State Certified Contractor License
- *Escambia County Competency Board License
- *Escambia County Business/Occupational License
- *EPA RRP Renovator and Firm Certifications

Firms bidding on Lead Based Paint Abatement jobs must also submit proof of Lead Abatement firm certification.

All information must be current at time of award. IF INFORMATION CANNOT BE PRODUCED IN A TIMELY MANNER, THE COUNTY RESERVES THE RIGHT TO AWARD THE BID TO THE NEXT MOST RESPONSIVE BIDDER.

PROJECT SCOPE OVERVIEW:

Rehabilitation of an owner-occupied single-family residence to make homes safe and sanitary within the provisions of the SHIP Housing Repair program. Under the SHIP Local Housing Assistance Plan, maximum award for Housing Repair is \$30,000. Repairs needed in excess of this limit may be approved from non-SHIP funding as funding permits. Rehabilitation of the home will include the following tasks as outlined below. If additional tasks beyond those included in the bid are discovered, then additional funds may be allocated for additional tasks pending written approval from the County.

GENERAL:

- The subject Housing Unit was built prior to 1978 and therefore is a “targeted property” under the EPA’s RRP Rule, as some painted surfaces may be disturbed. Therefore, the implementation of “safe work practices” is required along with submittal by the RRP Contractor of “Renovation Recordkeeping Checklist” form.
- There is no Federal Funding on this project.

The Homeowner will have the following sample choices, where applicable:

Roof color

HALL BATH:

Modify existing entry door from 24”to 32” to include new door unit with trim and lock set.
NOTE: Homeowner has tile for floor repairs.

Hall bath total \$_____

GARAGE 14X25’4”:

Repair drywall ceiling, no finish.
Install new overhead door with weather stripping and trim.

Garage total \$_____

PLUMBING REPAIRS:

Install new washer box and water lines as required in laundry, to include new supply lines from washer to box.
Install a new comfort height American Standard 1.28-GPF toilet model Champion 4 in white or Delta 1.28-GPF toilet model Riosa in white or equivalent with a new seat in hall bath.

Plumbing total \$_____

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ELECTRICAL REPAIRS:

Upgrade electrical service to 200 amp with power pack, may require a new drop.
Restore power to the following areas replacing devices as required.
Living room receptacle on west wall at central hall.
Front bedroom receptacle on closet wall.
Install GFCI's as required as per Escambia County Building Code.
Replace exterior lights at both rear entries, Newport Coastal model 7974-01B or equivalent.
In each light fixture install 60-watt equivalent led light bulbs.
Install disconnects at equipment and appliances where required by Escambia County Code.
Install hardwired smoke detectors with battery backup.
All smoke/co2 detectors will be hardwired with battery backup as required per Escambia County Code.

Electrical total \$ _____

FRONT ELEVATION:

Replace existing gutters with seamless gutters and two new down pipes match color ASAP.
Replace one set of shutters on window at front porch.
Replace bird mouth at NE corner.
Repair fascia and soffit at NW corner.
Prep, caulk, prime with finish coat of paint at all repaired/replaced areas.

Front elevation total \$ _____

EAST ELEVATION:

Repair fascia and soffit at SE corner.
Prep, caulk, prime with finish coat of paint at all repaired/replaced areas.

East elevation total \$ _____

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WEST ELEVATION:

Remove old satellite dish bracket and repair fascia/rake.
Remove vines from house and gable area.
Prep, caulk, prime with finish coat of paint at all repaired/replaced areas.

West elevation total \$ _____

REAR ELEVATION:

Repair countered levered overhang at man door of garage.
Repair fascia and soffit at SW corner.
Prep, caulk, prime with finish coat of paint at all repaired/replaced areas.

Rear elevation total \$ _____

ROOF 56'X16'X2 + 15'X16'X2 +11'x3'+5'x3'x1

Install saddle and re-flash chimney as required with flashing in Reglet cut.
According to the Residential Edition of the Florida Building Code (R903.2.2) and the International Building Code (IBC), the high side of any chimney or other roof penetration that is more than 30 inches wide requires a cricket or saddle.
A **Reglet** Flashing is a capping piece that is tucked into a joint and grinded into a mortar joint above the desired course of bricks.

Remove existing roof covering to the decking and replace any deteriorated or damaged decking with like, kind and quality of existing materials (figure 200 sq. ft.).
Refasten and certify decking attachment as per Escambia County Building Code.
Install secondary water barrier as per Escambia County Building Code.
Replace existing drip edge with new metal drip edge.
Install a 30 year shingle roof on main roof as per manufacturer's specifications.
Install new slant-back vents.
Replace all boots with new lead or EPDM and metal boots.
Install approximately 60 linear foot of new shingle over ridge vent.
Trim any trees over hanging roof to clear roof by approximately 10', removing tree trimmings debris from premises.
Remove and reset satellite dish **NOTE: Homeowner will be responsible to have dish re-aligned if required.**

Roof total \$ _____

TOTAL JOB COST \$ _____
(TO FRONT COVER)