

**SHIP HOUSING REPAIR
ESCAMBIA COUNTY**

OWNER: Alma Strong
ADDRESS: 103 Louis Street
Cantonment, Florida 32533
PHONE: 850-968-5740

JOB #: NED S-R-2020-13
DATE PREPARED: 04/29/2020
OPENING DATE: 05/01/2020
CLOSING DATE: 05/15/2020
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

FIRM

FIRM PHONE NUMBER

BID OPENING DATE: _____
 ACCEPTED REJECTED

BID COMMITTEE REPRESENTATIVE

REQUIRED PERMITS AND INSPECTIONS: Siding, Doors and Electrical

All measurements are for reference only and should be confirmed by the bidder
Mandatory on Site Pre-Bid Conference: Friday, May 8, 2020 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 based upon the lowest eligible bidder with the most reasonable combined bid for the work specified. Bids \$25,000 or over must be approved by the Board of County Commissioners prior to award of contract. Itemized pricing may be used for negotiation in the event of a change in the scope of work as described within the Specifications.

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 & Contractor's Final Affidavit
- Original Invoice from Contractor
- Surety's Consent to Final Payment if applicable

COMPLETION DATE

There is a THIRTY (30) day time limit on each rehabilitation job. For every day worked in excess of the THIRTY day contract period, a FIFTY DOLLAR (\$50.00) per day penalty 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.

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:**
Exterior Siding 1 choice

SIDING AND CORNICE:

FRONT ELEVATION:

Replace existing gutter with approximately 42 lineal foot of seamless gutter with new extended down pipes.

Replace approximately 40 lineal foot of deteriorated fascia.

Replace approximately 40 lineal foot of deteriorated soffit.

Detach and reset light at front entry.

Prep cornice system and gables to receive vented soffit, metal fascia and vinyl siding.

Install vented vinyl soffit and metal fascia (88 lineal foot) with associated trim.

Install vinyl soffit on porch ceiling (12’x5’)with associated trim.

Install vinyl siding over fan fold insulation with associated trim on gables (12’x3’ +24’x3’).

RIGHT ELEVATION:

Prep cornice system and gables to receive vented soffit, metal fascia and vinyl siding.

Install vented vinyl soffit and metal fascia (30 lineal foot) with associated trim.

Install vinyl soffit on porch ceiling (12’x5’)with associated trim.

Install vinyl siding over fan fold insulation with associated trim on gables (8’x5’ +8’x5’).

REAR ELEVATION:

Replace approximately 40 lineal foot of deteriorated fascia.

Replace approximately 40 lineal foot of deteriorated soffit.

Install a 2 bulb LED dusk to dawn light fixture at existing location.

Prep cornice system to receive vented soffit and metal fascia.

Install vented vinyl soffit and metal fascia (80 lineal foot) with associated trim.

Install vinyl siding over fan fold insulation with associated trim at storage room door.

LEFT ELEVATION:

Replace approximately 12 lineal foot of deteriorated fascia.
Replace approximately 12 lineal foot of deteriorated soffit.
Install a 2 bulb LED dusk to dawn light fixture at existing location.
Prep cornice system and gables to receive vented soffit, metal fascia and vinyl siding.
Install vented vinyl soffit and metal fascia (60 lineal foot) with associated trim.
Install vinyl siding over fan fold insulation with associated trim on gables (30'x3' +30'x3').
Install vinyl siding over fan fold insulation with associated trim at west entry door.

Siding and cornice total_____

DOORS AND WINDOWS:

Install 2 new hurricane rated exterior door units with no rot jambs, weather stripping and thresholds. Install new lock sets and dead bolts keyed to owners existing key.
Doors will include framing as required and exterior paint work.
DOES NOT INCLUDE ANY INTERIOR WORK OR PAINT.
Install hurricane protection on windows and doors as per Escambia County Code.
Protection may be of the metal or fabric type.

Door and window total_____

ROOF:

Reseal flashing front left area where roofs meet.
THERE WILL NOT BE ANY WARRANTY ON THE ROOF REPAIR.

Roof total_____

CRAWL SPACE:

Install foundation vent wells at all vents around perimeter of house (6).
Install a new crawl space access door.
Prime and paint access door and trim.

Crawl space total_____

ELECTRICAL:

Upgrade electrical system to 200 amp service, a new meter base/power pack and riser will be required.

Electrical total_____

TOTAL JOB COST \$_____ **(TO FRONT COVER)**