

**SHIP HOUSING REPAIR
ESCAMBIA COUNTY**

OWNER: Richard T. Bara
ADDRESS: 505 Salem Drive
Pensacola, Florida 32514
PHONE: 850-251-9217

JOB #: NED S-R-2021-7
DATE PREPARED: 05/19/21
OPENING DATE: 05/21/21
CLOSING DATE: 06/04/21
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: Plumbing

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

Mandatory on Site Pre-Bid Conference: Friday, May 28, 2021 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 & 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, 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:

- There is no Federal Funding on this project.

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

Countertop color-1choice

ELECTRICAL:

Install GFI's as per Escambia County Code.

All receptacles, switches and cover plates replaced or repaired shall be new devices.

Check vent-hood circuit for short or bad connection/breaker.

Electrical total \$ _____

PLUMBING:

Install 2 new Delta shower faucet and valve model T13220-SS or equivalent with retro fit plates.

Install 2 new Delta vanity sink faucets with pop up drains model 520-SSMPU-DST or equivalent.

Install a new Delta kitchen faucet with sprayer model 400-SS-DST-A or equivalent.

Install a new double bowl stainless steel sink with minimum 7" deep bowls.

Install new all metal Stainless steel sink baskets with strainers

Install all new drain assemblies from fixture to waste on vanities and kitchen sink.

Install new braided supply lines at vanities and kitchen sink.

Install homeowner furnished dishwasher.

Clean drain line from master bath to main line.

Plumbing total \$ _____

CABINETRY:

Remove sink base cabinets in kitchen and dispose.

Install approximately 8 linear feet of sink base cabinets and trim matching existing footprint, style and color as close as possible.

Install approximately 19 linear feet of new standard grade post formed countertop and bar top with an incorporated back splash and caps and or end splashes in kitchen with homeowner selecting color.

Replace 30" vanity and top in hall bath with integrated sink.

Replace 45" vanity and top in hall bath with integrated sink.

SHIP Housing Repair Program Specifications

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Cabinetry will be of like, kind and quality as example below.
Install knobs and pulls on new cabinets matching existing as close as possible.
Cabinetry will be constructed of plywood with 1/2" plywood top, bottom and sides.
Back is to be of 3/16" plywood with 1/2" hanger rails. Toe kick is 1/2" plywood. Stile and rails will be of solid wood. Doors can be plywood construction and drawer fronts solid wood.

Cabinetry total \$ _____

MASTER BATH SHOWER AREA:

Replace damaged paneling above shower at back wall matching pattern as close as possible to existing, detach and reset trim work. Caulk new and existing paneling around shower.
NO PAINT WORK.

Master bath shower area total \$ _____

KITCHEN/DINNING AREA:

Repair ceiling texture matching existing surrounding area as close as possible.
NO PAINT WORK.

Kitchen/dinning total \$ _____

LIVING ROOM:

Repair walls and ceiling along south wall including texture, matching existing surrounding area as close as possible.
NO PAINT WORK.

Living room total \$ _____

TERMITE TREATMENT:

Treat for wood destroying insects on a one time bases. The service agreement should be transferable to the homeowner with an option to renew yearly. The renewal cost will be the responsibility of the homeowner.

Termite treatment total \$ _____

TOTAL JOB COST \$ _____
(TO FRONT COVER)