

ESCAMBIA COUNTY CDBG HOUSING REHABILITATION

OWNER: Peggy S Helms
ADDRESS: 115 SE Kalash Road
Pensacola FL 23507
PHONE: 850-542-6818

JOB #: NED C-R-2022-3
DATE PREPARED: 03/30/2022
OPENING DATE: 04/15/2022
CLOSING DATE: 04/29/2022
CLOSING TIME: Noon

I/(we) certify that I/(we) have carefully examined the Housing Rehabilitation Specifications, Associated Lead Based Paint Specifications (if applicable), General Conditions and Insurance/Bid Requirements, and I/we have also examined the site on which 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 price listed.

\$ _____
REHABILITATION COST

CONTRACTOR'S SIGNATURE

\$ _____
ASSOCIATED LEAD BASED PAINT COST

TITLE

\$ _____
TOTAL JOB COST

FIRM

FIRM PHONE NUMBER

BID OPENING DATE: _____
 ACCEPTED REJECTED

BID COMMITTEE REPRESENTATIVE

REQUIRED PERMITS: Plumbing, Framing and Siding

All measurements are for reference only and should be confirmed by the bidder
Mandatory on Site Pre-Bid Conference: Friday, April 22, 2022 at 8:30 a.m.

INSTRUCTIONS TO BIDDERS

Submit COVER SHEET AND ALL NUMBERED PAGES OF BID with signature of Contractor and bid price in ink. Specifications in pencil will be rejected. Bids must be in a sealed envelope and hand-delivered to Neighborhood Enterprise Division Office, 221 Palafox Place (Ernie Lee Magaha Government Building), Suite 305, Pensacola, FL 32502 office by 12:00 noon at the closing date specified. NO email or fax submissions will be accepted.

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. Items left within the unit, which are to be removed/replaced by the Contractor become the property of the Contractor.

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

LEAD BASED PAINT (LBP)/RRP REQUIREMENTS

Abatement of LBP, at or above the LSHR hazardous level, will be performed by a certified Lead Abatement Contractor, with no rehab work to begin until the Abatement Contractor has achieved clearance.

The subject housing unit was built prior to 1978 and is therefore a "targeted property" under the EPA's RRP rule, as some painted surfaces may be disturbed. Therefore, "Safe work practices" is required along with submittal by the RRP Contractor of "Renovation Record-Keeping Checklist" form.

COMPLETION DATE

There is a SIXTY (60) day time limit on each rehabilitation job. For every day worked in excess of the SIXTY day contract period, a FIFTY DOLLAR (\$50.00) per day penalty will be assessed.

A Notice to Proceed will be issued once the homeowner has vacated the property and will take into account LBP remediation to be performed by a certified Lead Abatement Contractor if applicable to the property.

**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 305
Pensacola, FL 32502-5844

All correspondence should be directed to Neighborhood Enterprise Division, 221 Palafox Place, Suite 305, 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.

CDBG Rehabilitation Program
Peggy S Helms
115 SE Kalash Road
Pensacola, FL
PAGE 1

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.

Federal funds (Escambia County CDBG) are being used to renovate this property. Contracts will only be awarded to an EPA Certified Renovation firm with a Certified Renovator since the property was constructed prior to 1978. A copy of the firm’s certification must be submitted prior to entering contract with said contractor.

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

- Siding Color -1 choice
- Prefinished floor color
- Carpet color

LIVING ROOM 16’X12’:

Repair floor framing including front band joist, repairs are to meet Escambia County code.

Replace sub-floor with vapor barrier.

Install prefinished ¾” hardwood floor.

Replace ¼ round.

Replace exterior doorframe with weather stripping, threshold and trim. Reset existing door and lock sets.

Remove all debris from crawl space including failing insulation and old floor furnace.

Living room total \$ _____

DINING ROOM 7’4”X11’6”:

Repair floor framing, repairs are to meet Escambia County code.

Replace sub-floor with vapor barrier.

Install prefinished ¾” hardwood floor.

Replace ¼ round.

Remove all debris from crawl space including failing insulation.

Dining room total \$ _____

CDBG Rehabilitation Program
Peggy S Helms
115 SE Kalash Road
Pensacola, FL
PAGE 2

FRONT BEDROOM 15'X10' + CLOSET 3'X2':

Repair floor framing including front band joist, repairs are to meet Escambia County code.
Replace sub-floor with vapor barrier.
Install underlayment to bring up to existing floor elevation.
Install 60 oz. carpet with 6 LB pad
Replace ¼ round.
Remove all debris from crawl space including failing insulation.

Front bedroom total \$ _____

BATHROOM 5'X6'8":

Detach and reset vanity and top.
Repair floor framing.
Repair sub-floor and underlayment.
Homeowner will install ceramic tile at a later date.
Install a new Delta shower faucet with valve model T13220-SS or equivalent. Reset wand.
Install new Sterling tub surround model 61044100-0 in white or equivalent with corresponding tub.
Repair walls to match existing surrounding area and prep to paint.
Install 1-1/4" grab bars (3) consult with homeowner for location.
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 toilet seats.
Install all new ¼-turn brass valves on fixtures as required.
Install new braided supply lines to toilet, vanity.
Repair leaking water line at tub (PVC).
Repair base moulding and shoe to match existing.
Replace entry door unit with 6-panel colonial door with trim, hardware and lock set.
Remove all debris from crawl space including failing insulation.

Bathroom total \$ _____

ELECTRICAL REPAIRS:

Install hardwired smoke detectors with battery backup.
All smoke/co2 detectors installed are to be hardwired with battery backup as required per Escambia County Code.
Install a 6" recessed light in soffit above kitchen entry door rated for wet area.

Electrical total \$ _____

CDBG Rehabilitation Program
Peggy S Helms
115 SE Kalash Road
Pensacola, FL
PAGE 3

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 REHABILITATION COST: \$ _____

(TO FRONT COVER)

ASSOCIATED LBP REPAIRS:

Replace wood window stools and aprons in kitchen and front bedroom, prep to paint.
Install framing and insulation where window remove with sheathing on exterior, reset cabinet in laundry room.
Replace window seal on southeast window of front bedroom.
Install vinyl siding and associated trim on all gables, cornice, front porch ceiling and beams.
Detach and reset hurricane shutter pins and install metal trim on all window trim and seals.

TOTAL ASSOCIATED LBP COST: \$ _____

(TO FRONT COVER)

TOTAL JOB COST: \$ _____

(TO FRONT COVER)