

**SHIP HOUSING REPAIR
ESCAMBIA COUNTY**

OWNER: Dorothy Mae Marshall
ADDRESS: 1506 Blossom Trail
Pensacola, Florida 32505
PHONE: 850-484-8842

JOB #: NED S-R-2020-4
DATE PREPARED: 03/03/2020
OPENING DATE: 03/06/2020
CLOSING DATE: 03/20/2020
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

BID OPENING DATE: _____

ACCEPTED REJECTED

FIRM

FIRM PHONE NUMBER

BID COMMITTEE REPRESENTATIVE

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

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

Mandatory on Site Pre-Bid Conference: Friday, March 13, 2020 at 8:30 a.m.

INSTRUCTIONS TO BIDDERS

Submit COVER SHEET AND ALL NUMBERED PAGES OF SPECIFICATIONS 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 200, 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.

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:
Roof Covering Color-1 choice

PLUMBING:

Replace existing gas water heater with a on demand gas water heater sized for house as per Escambia County Code that meets Florida Energy Efficiency Rating.
Tie kitchen sink drain into existing septic system.

Plumbing total \$_____

ROOF REPLACEMENT 11’x15’x2+34’x15’x2+low pitch24’X14’X1+9’X9’X1+5’X5’X1+25’X12’X1:

Remove existing roof covering to the decking and replace any deteriorated or damaged decking with like, kind and quality of existing materials (figure 320 sq. ft.).

Replace porch roof structure over west door with brackets as required.

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 30 year shingle roof on main roof as per manufacturer’s specifications.

Install new slant-back vents. Note install vent cap for future vented range hood.

Replace all boots with new lead or EPDM and metal boots.

Install approximately 40 linear foot of new shingle over ridge vent.

Install self-adhering granulated modified bitumen roll roofing as per manufacturer specifications on low slope area.

Install flashing as required.

Roof total \$_____

EXTERIOR DOORS:

Replace 2 entry door units with hurricane rated metal clad insulated 6 panel colonial door units with thresholds, weather stripping and trim on the east side of the house.

Install an EMCO 200 Series 1/2 View Self-Storing Storm Door or equivalent on north side.

Install new dead bolts and lock sets that are keyed alike on new exterior door units.

Exterior door total \$_____

SHIP Housing Repair Program Specifications
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EGRESS:

One window in each of the two sleeping rooms will need to meet egress.

Egress total \$ _____

CORNICE REPAIRS:

Repair cornice system as required including sub-fascia and rafter tails.

Replace damaged or missing metal fascia and vinyl soffit with associated trim on perimeter of main house.

Cornice repair total: \$ _____

TOTAL JOB COST \$ _____
(TO FRONT COVER)