

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 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. 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 packet for all covered items provided to NED Staff
- 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 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.

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
Charlie A. Richardson
1006 Hicks Street
Cantonment, Florida, 32533
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GENERAL:

- 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:**
- Vinyl Floor Covering Color 1 choice
- Carpet Color 1 choice
- Roof Color 1 choice
- Interior Trim, Satin or Semi-Gloss Latex 1 choice
- Interior Walls, Eggshell Latex 1 choice

MECHANICAL:

Install new gas HVAC system with air handler using existing space, duct system ,registers and returns.

Heater space may need to be modified to meet Escambia County Code.

Install disconnects at condenser and air handler as required by Escambia County Code.

Return air grill is to be removable filter type with filter installed.

Heater closet and new unit are to meet current Escambia County Code.

All units installed during rehabilitation must meet state energy efficiency rating guidelines.

Install a new digital thermostat control.

All interior doors of heated rooms must have ½” clearance from top of finished floor covering to bottom of door for return air.

Mechanical Contractor to provide NED with a Manual J to support unit size installed.

Install new dryer exhaust vented to the atmosphere as per Escambia County code.

Mechanical total \$ _____

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ELECTRICAL:

Replace existing smoke/carbon dioxide detectors with new hardwired units with battery back-up as required per Escambia County Code.

Replace GFI in bathroom and light switch in front corner bedroom.

Install new lighting fixtures at the exterior entries matching existing as close as possible.

Electrical total \$ _____

PLUMBING:

Detach and reinstall electric water heater to Escambia County Code

Detach and reinstall toilet.

Inspect and replace toilet floor flange if required.

Install new braided supply lines to toilet.

Replace sillcock on front of house, repairing existing leak.

Plumbing total \$ _____

LIVING ROOM:

Repair drywall on walls and ceiling.

Re-texture repaired areas to match existing surrounding area as close as possible.

Prep, prime and paint walls, ceiling and wood work (all painted surfaces).

Living room total \$ _____

DINING AREA:

Repair drywall on walls and ceiling.

Re-texture repaired areas to match existing surrounding area as close as possible.

Replace base on 2 walls matching existing as close as possible.

Prep, prime and paint walls, ceiling and wood work (all painted surfaces).

Dining area total \$ _____

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HALLWAY:

Repair drywall on walls and ceiling.
Re-texture repaired areas to match existing surrounding area as close as possible.
Prep, prime and paint walls, ceiling and wood work (all painted surfaces).

Hallway total \$_____

KITCHEN:

Repair drywall on walls and ceiling.
Re-texture repaired areas to match existing surrounding area as close as possible.
Replace base, matching existing as close as possible.
Prep, prime and paint walls, ceiling and wood work (all painted surfaces).

Kitchen total \$_____

WATER HEATER CLOSET:

Repair drywall on walls and ceiling.
Re-texture repaired areas to match existing surrounding area as close as possible.
Replace door unit and lockset , matching existing as close as possible.
Replace base, matching existing as close as possible.
Prep, prime and paint walls, ceiling and wood work (all painted surfaces).

Water heater closet total \$_____

LAUNDRY:

Repair drywall on walls and ceiling.
Re-texture repaired areas to match existing surrounding area as close as possible.
Replace base, matching existing as close as possible.
Prep, prime and paint walls, ceiling and wood work (all painted surfaces).

Laundry total \$_____

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HALL BATH:

Repair drywall on walls.

Re-texture repaired areas to match existing surrounding area as close as possible.

Replace base on 1 wall, matching existing as close as possible.

Prep, prime and paint walls, ceiling and wood work (all painted surfaces).

Install towel bar, consult homeowner for location.

Install Grab bar on wall above toilet at head of tub, consult homeowner of location.

Grout floor crack to prep for new floor.

Hall bath total \$ _____

VINYL FLOOR COVERING:

Remove existing floor covering, prep floor and install new vinyl floor in Dining room, kitchen, laundry, water heater closet and hall bath allowing \$30.00 per square yard for labor and material.

Detach, reset or Install new shoe moulding or 1/4 round in above areas.

Move and reset contents as required to install floor.

Vinyl floor covering total \$ _____

CARPET FLOOR COVERING

Remove existing carpet and pad in all carpeted areas.

Install new carpet and pad in living room, hallway, bedrooms and closets allowing \$30.00 per square yard for labor and material.

Move and reset contents as required to install carpet and pad.

Carpet floor covering total \$ _____

ROOF REPLACEMENT:

Remove existing roof covering to the decking and replace any deteriorated or damaged decking with like, kind and quality of existing materials (figure 32 sq. ft.).

Refasten and certify decking attachment as per Escambia County Building Code.

Install peel and stick secondary water barrier as per Escambia County Building Code.

Install new metal drip edge.

Install 30 year shingle roof as per manufacturer's specifications.

Install approximately 10 Lineal foot of shingle over ridge vent. Install new ridge cap.

Replace all boots with new LEAD or METAL/EPDM boots. Replace slant back vent caps.

Install new split type boot on electrical mast.

Install new 5" seamless gutters on the perimeter of the home with 4 down pipes discharging to the rear and front of the home.

Roof Replacement Total \$ _____

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WINDOWS AND EXTERIOR DOORS:

There are seven (7) existing openings with windows that are to be replaced with new retrofit custom windows (windows that are built specifically to fit existing openings).

The new windows are to be vinyl framed, insulated (double glazed) single hung window units with low E and impact glazing.

Windows in the bedrooms are to meet egress requirements as per Escambia County Code.

Detach and reset casing around exterior of windows to install new windows with nailing flange and sealing tape.

Reinstall existing full screens and hardware.

Replace two (2) entry door units with metal clad insulated 6 panel colonial door units with thresholds, weather stripping and trim on all units.

Front door is to have a peep hole.

Install new storm door at front entrance matching existing as close as possible with like kind and quality.

New exterior doors will need to be hurricane rated.

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

Paint exterior of new door units with exterior grade paint to match existing color.

Window and door total \$ _____

SEPTIC SYSTEM:

Repair existing septic system as per attached Department of Health permit.

Note that the gutters are in the roof replacement section.

Following the installation of the new septic drain field, grade area and leave in a uniform/smooth condition, then provide grass seed and hay for stabilization. Any damage to yard (created by trucks and other equipment used to accomplish work herein), are to be filled to grade with top soil and seed and hay installed.

Contractor will return one time after substantial completion of work during the warranty period if areas settle to re-grade and seed.

Septic system total \$ _____

TOTAL REHABILITATION COST:

\$ _____

(TO FRONT COVER)



STATE OF FLORIDA
DEPARTMENT OF HEALTH
ON-SITE SEWAGE TREATMENT AND DISPOSAL
SYSTEM

PERMIT #: 17-S2-1909548
APPLICATION #: AP1388120
DATE PAID: 12-14-18
FEE PAID: 350.00
RECEIPT #: 17-PID-382948
DOCUMENT #: PR1199381

CONSTRUCTION PERMIT FOR: OSTDS Repair

APPLICANT: Charlie Richardson

PROPERTY ADDRESS: 1006 Hicks St Cantonment, FL 32533

595 0827

LOT: 273 BLOCK: 003 SUBDIVISION: Metes & Bounds

PROPERTY ID #: 09-1N-31-1000-273-003

[SECTION, TOWNSHIP, RANGE, PARCEL NUMBER]
[OR TAX ID NUMBER]

SYSTEM MUST BE CONSTRUCTED IN ACCORDANCE WITH SPECIFICATIONS AND STANDARDS OF SECTION 381.0065, F.S., AND CHAPTER 64E-6, F.A.C. DEPARTMENT APPROVAL OF SYSTEM DOES NOT GUARANTEE SATISFACTORY PERFORMANCE FOR ANY SPECIFIC PERIOD OF TIME. ANY CHANGE IN MATERIAL FACTS, WHICH SERVED AS A BASIS FOR ISSUANCE OF THIS PERMIT, REQUIRE THE APPLICANT TO MODIFY THE PERMIT APPLICATION. SUCH MODIFICATIONS MAY RESULT IN THIS PERMIT BEING MADE NULL AND VOID. ISSUANCE OF THIS PERMIT DOES NOT EXEMPT THE APPLICANT FROM COMPLIANCE WITH OTHER FEDERAL, STATE, OR LOCAL PERMITTING REQUIRED FOR DEVELOPMENT OF THIS PROPERTY.

SYSTEM DESIGN AND SPECIFICATIONS

T [] GALLONS / GPD _____ Septic _____ CAPACITY
A [0] GALLONS / GPD _____ CAPACITY
N [0] GALLONS GREASE INTERCEPTOR CAPACITY [MAXIMUM CAPACITY SINGLE TANK:1250 GALLONS]
K [] GALLONS DOSING TANK CAPACITY [] GALLONS @ [] DOSES PER 24 HRS #Pumps []

D [858] SQUARE FEET _____ SYSTEM
R [0] SQUARE FEET _____ SYSTEM

A TYPE SYSTEM: [x] STANDARD [] FILED [] MOUND []

I CONFIGURATION: [x] TRENCH [] BED []

N
F LOCATION OF BENCHMARK: Orange painted nail in utility pole

I ELEVATION OF PROPOSED SYSTEM SITE [24.00] [INCHES / FT] [ABOVE / BELOW BENCHMARK / REFERENCE POINT

E BOTTOM OF DRAINFIELD TO BE [54.00] [INCHES / FT] [ABOVE / BELOW BENCHMARK / REFERENCE POINT

L
D FILL REQUIRED: [0.00] INCHES EXCAVATION REQUIRED: [] INCHES

Approval is granted for repair to the existing certified 1000-gallon septic tank system by the installation of 858 sq. ft. of new drain field. Properly dispose of any spoil material. Guttering is required to divert drainage from drainfield area. Sleeve or utilize schedule 40 pipe for potable water lines within 10 feet of the drain field. Potable water lines may not be within 2 feet of the drain field. A re-inspection will be charged for additional inspections. Above must be completed prior to Final Inspection & Approval. Maintain all setbacks in accordance with FAC 64-6.

(Comments Continued on Page 2.)

SPECIFICATIONS BY: Joshua M Richards

TITLE: OPS ENVIRONMENTAL SPECIALIST II

APPROVED BY: Joshua M Richards

TITLE: OPS ENVIRONMENTAL SPECIALIST II

Escambia CHD

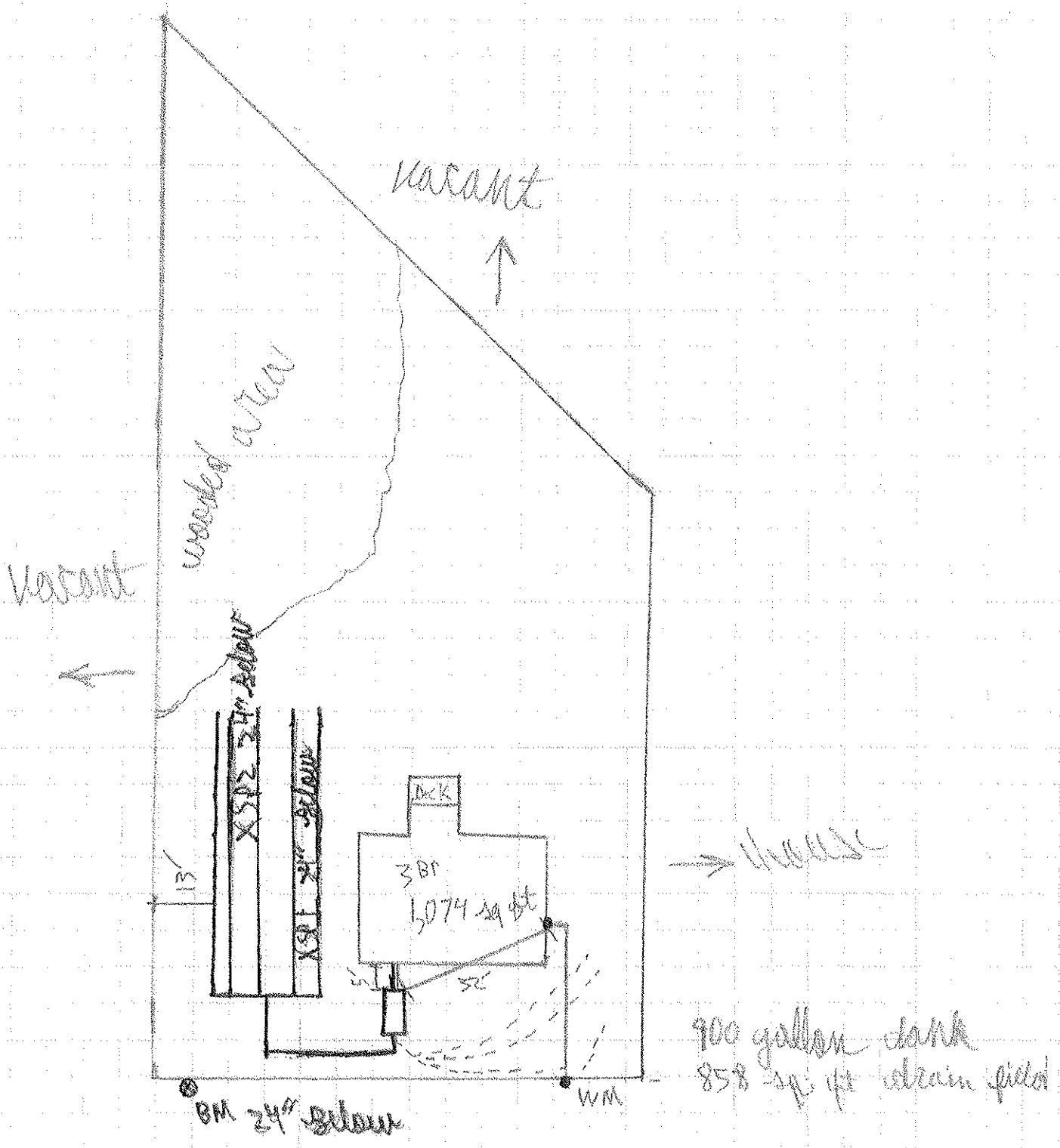
DATE ISSUED: 01/23/2019

EXPIRATION DATE: 04/23/2019

DH 4016, 08/09 (Obsoletes all previous editions which may not be used)

Incorporated: 64E-6.003, FAC

Handwritten signature and date: 1/23/19



Hicks St.

900 gallon tank
858 sq. ft. drain field

1006 Hicks St.
1" = 30"
Josh Richards
1/22/10