

**SHIP HOUSING REPAIR  
ESCAMBIA COUNTY**

**OWNER:** Paul F. Chattman  
**ADDRESS:** 4901 Kinnear Avenue  
Pensacola, Fl 32506  
**PHONE:** 850-417-2757

**JOB #:** NED S-R-2020-8  
**DATE PREPARED:** 02/20/2020  
**OPENING DATE:** 02/28/2020  
**CLOSING DATE:** 03/13/2020  
**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, Electrical, Mechanical, Framing

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

**Mandatory on Site Pre-Bid Conference: Friday, March 06, 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 FOURTY-FIVE (45) day time limit on each rehabilitation job. For every day worked in excess of the FOURTY-FIVE 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](http://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:

- Cabinet Style and Color-1 choice
- Interior Trim, Satin or Semi-Gloss Latex-1 choice
- Interior Walls, Eggshell Latex-1 choice
- Vinyl Floor Covering Style and Color-1 Choice

KITCHEN 13’4”x8’6”x 8’:

Remove existing floor system, cabinetry and appliances as required to complete repairs. Frame flooring system install sub floor, vapor barrier and underlayment to bring to existing grade.

Prep floor and install new vinyl floor allowing \$30.00 per square yard for labor and material.

Install new 3-1/4” wood base and shoe moulding or 1/4 round.

Remove wallpaper, repair walls and ceiling and texture to match existing surrounding areas.

Install insulation as required above repaired ceiling.

Prep, caulk and paint the walls, trim, openings, doors and ceilings (all painted surfaces).

Walls will be one color with an eggshell finish and woodwork will be a contrasting color with satin or semi-gloss finish that homeowner has selected. Ceiling will be white. Seal as required.

Install light fixture model # Lithonia Lighting model FMFL30840SATLBZ, FPZ8012A or equivalent. Replace/install GFI’s as required by Escambia County Code.

Lighting fixture shall be LED or have led light bulbs installed.

**Kitchen Total \$ \_\_\_\_\_**

DINING ROOM 11’4”x10’4”x8”

Remove hardwood floor and subfloor to repair framing.

Repair floor framing as required.

Replace subfloor and vapor barrier as required.

Install underlayment to bring to existing grade.

Prep floor and install new vinyl floor with thresholds allowing \$30.00 per square yard for labor and material.

Install new 3-1/4” wood base and shoe moulding or 1/4 round.

**Dining room total \$ \_\_\_\_\_**

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BATHROOM: 9'x6'x8'

Raise floor framing to bring existing floor to grade.

Remove wallpaper, repair walls and ceiling, texture repaired areas to match surrounding areas as close as possible. Install insulation as required above repaired ceiling.

Prep, caulk and paint the walls, trim, openings, doors and ceilings (all painted surfaces).

Walls will be one color with an eggshell finish and woodwork will be a contrasting color with satin or semi-gloss finish that homeowner has selected. Ceiling will be white. Seal as required.

Replace/install GFI's as required by Escambia County Code.

Install wall mounted light fixture, model Hollywood Volume V1026-3 or equivalent.

Lighting fixture shall be LED or have led light bulbs installed.

Install towel bar, toilet paper holder and shower rod.

**Bathroom total \$ \_\_\_\_\_**

HALLWAY 16'x3'6"x7'

Replace damaged ceiling, repair walls and texture to match existing surrounding areas.

Install insulation as required above repaired ceiling.

Prep, caulk and paint the walls, trim, openings, doors and ceilings (all painted surfaces).

Walls will be one color with an eggshell finish and woodwork will be a contrasting color with satin or semi-gloss finish that homeowner has selected. Ceiling will be white. Seal as required.

Install light fixture model # Hampton Bay model FZP8012A or equivalent.

Lighting fixture shall be LED or have led light bulbs installed.

**Hallway total \$ \_\_\_\_\_**

PLUMBING:

Install a new Delta vanity sink faucet with pop up drain model 520-SSMPU-DST or equivalent.

Install a new Delta shower faucet and valve model T13220-SS with remodel plate or equivalent.

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

Install three 1-1/4" diameter grab bars in tub area as per ADA recommendations.

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 1/4 turn brass valves on fixtures as required per Escambia County Code.

Install all new drain assemblies from fixtures to waste.

Install new braided supply lines to toilet, vanity and kitchen sink.

Install a new 40 gallon gas water heater to Escambia County Plumbing Code.

**Plumbing total \$ \_\_\_\_\_**

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CABINETRY:

Remove upper and lower cabinets in kitchen and vanity and dispose.  
Install approximately 30 linear feet of upper and lower cabinets with at least 1 drawer stack.  
Install approximately 17 linear feet of new standard grade post formed countertop with an incorporated back splash and caps and or end splashes in kitchen with homeowner selecting color.  
Install 1 new vanity and top in hall bath with integrated sink  
Cabinetry will be of like, kind and quality as example below.  
Cabinetry will be stained and finished with the homeowner selecting style and color.  
Install knobs and pulls on new cabinets with the homeowner selecting the style.  
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 \$ \_\_\_\_\_**

MECHANICAL:

Install new heat pump system with air handler and ductwork.  
Return air grill is to be removable filter type with filter installed.  
New system will require a new mechanical closet to be constructed using the closet located in the middle bedroom. This will require electrical, framing, drywall, trim work and new door unit to modified closet.  
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 1/2" 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 a new Broan 40000 series vented range hood or equivalent with duct chase and vented to atmosphere as per Escambia County Code. Color to match existing appliances.  
Install a new dryer exhaust vented to the atmosphere as per Escambia County code.  
Install hardwired smoke/C02 detectors with battery backup as per Escambia County Code.  
**Mechanical total \$ \_\_\_\_\_**

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