

**SHIP HOUSING REPAIR
ESCAMBIA COUNTY**

OWNER: Gretchen N. Scott
ADDRESS: 1330 Tobias Road
Cantonment, Florida 32533
PHONE: 850-384-6584

JOB #: NED S-R-2021-3
DATE PREPARED: 04/27/21
OPENING DATE: 04/30/21
CLOSING DATE: 05/14/21
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: Septic abandonment, OSTDS Repair

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

Mandatory on Site Pre-Bid Conference: Wednesday, May 05, 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 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 Fourteen (14) day time limit on each rehabilitation job. For every day worked in excess of the Fourteen 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.

*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.

SHIP Housing Repair Program Specifications
Gretchen Scott
1330 Tobias Road
Cantonment, FL 32533
PAGE 1

GENERAL:

- There is no Federal Funding on this project.

EXISTING SEPTIC SYSTEM REPAIR:

PLEASE SEE ATTACHED PERMIT/SPECIFICATIONS AS OUTLINED BY THE DEPARTMENT OF HEALTH.

Decommission the existing septic tank and drain field, per the State of Florida Environmental Health Department regulation/requirements.

Repair/replace septic system as per attached Environmental Health specifications.

Following the repair of the septic system, grade area and leave in a uniform/smooth condition, then provide grass seed and hay for stabilization.

All damage to yard (created by trucks and other equipment used to accomplish work herein), are to be filled to grade with topsoil and seed and hay installed.

If it is necessary to remove any part of the fence or landscaping , it will be restored to existing condition prior to repairs.

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 JOB COST \$ _____
(TO FRONT COVER)**

Excavate 54 inches below the bottom of the drain field and excavate at least 1/3 of the drain field down to good soil approximately 180 inches deep. Call for excavation inspection prior to filling with clean sandy fill. Properly dispose of any spoil material. 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.

The system is sized for 3 bedrooms with a maximum occupancy of 6 persons (2 per bedroom), for a total estimated flow of 300 gpd.

Performing Lift Dosing.

Pumps must be certified as suitable for distributing sewage effluent.

Required drainfield area based on rule 64E-6.015(6)(c)2.

Install a new drainfield to achieve Drainfield size requirement.

OK 2,

Flow S.T.

91.13

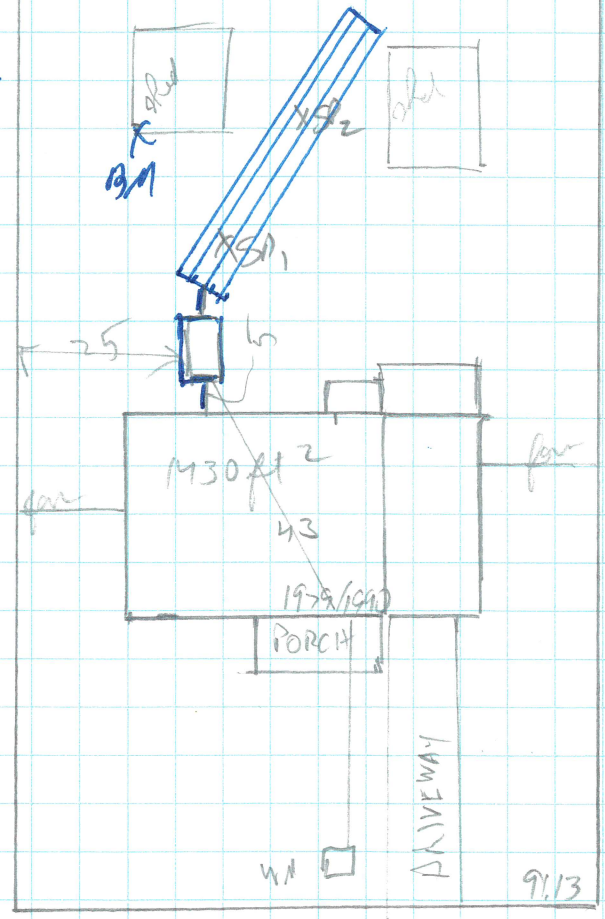
298.62

81.862

Flow S.T.

900 gallon septic tank with 300 square feet of drainfield.
C.M.

Flow S.T.



1330 TOBIAS ROAD

1" = 30'