WILLIAM A. BELL, SR.
MAYOR

CITY OF BIRMINGHAM

FINANCE DEPARTMENT

PURCHASING DIVISION

P-100 CITY HALL
710 NORTH 20TH STREET
BIRMINGHAM, ALABAMA 35203-2227

TELEPHONE (205) 254-2265
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J. THOMAS BARNETT, JR.
FINANCE DIRECTOR

RON NICKEL
PURCHASING AGENT

WILLIAM E. CAFFEE
ASSISTANT PURCHASING AGENT

August 12, 2016

INVITATION TO BID #16-45

Sealed bids for the rehabilitation of houses under the action plan grant project (APGP), will be received by the Purchasing Agent, Room P-100 First Floor City Hall, Birmingham, Alabama, until 2:00 p.m., August 31, 2016, at which time and place they will be publicly opened and read.

Bidders wishing to bid can download the complete solicitation including the specifications and bid forms via the internet at www.birminghamal.gov (go to the link titled **Bidding Opportunities),** or by visiting the Purchasing Office at the address shown above, or by calling (205) 254-2265, fax (205) 254-2484 and requesting a copy be mailed to you. Each potential bidder may obtain one copy of the bid package free of charge. Additional copies are available at a cost of $0.15/page – non-refundable. Any addenda will be available on the internet. Bidder is responsible for checking the website for addenda until end of the day of scheduled bid opening. Addenda will be mailed to only those vendors who were provided a copy in person or by mail.

A certified check, cashier's check, money order or acceptable bid bond, in the name of the bidder and made payable to the City of Birmingham in the amount of $1,000.00 must accompany your bid. Bid bond checks will be returned to all unsuccessful bidders after formal award is made and to the successful bidder after acceptance of award. Should the successful bidder fail to accept the award, the bid bond or check shall be forfeited.

The City follows a policy of nondiscrimination. No contractor with the City should discriminate on the basis of race, sex, religion or national origin. Failure by the Vendor to carry out these requirements is a material breach of its obligations, which may result in its termination or such other remedy as the City deems appropriate.

No bid may be withdrawn for a period of sixty (60) days after the date of the bid opening.

The City reserves the right to reject any or all bids submitted, parts of bids, and to waive any informalities.

Bids must be submitted in a sealed envelope marked, **"SEALED BID – APGP House Rehabilitation - 2:00 p.m. - "8/31/16".** Bids may be hand delivered to Room P-100 First Floor City Hall, Birmingham, Alabama or mailed to City of Birmingham, P.O. Box 11295, Birmingham, Alabama 35202-1295. **(DO NOT MAIL BIDS TO ROOM P-100 FIRST FLOOR CITY HALL.)** However, bids sent by any express carrier, (Federal Express, UPS, Airborne, etc.), must be mailed to 710 North 20th Street, and specify delivery to Room P-100 First Floor City Hall.

The City is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City, or any other means of delivery employed by the bidder. Similarly, the City is not responsible for, and will not open, any bid/proposal responses, which are received later than 2:00 p.m.

It is the bidder's responsibility to make sure that his bid is in the possession of the Purchasing Agent on or before 2:00 p.m., August 31, 2016. Bids received after this time will not be considered.

W. E. Caffee, Assistant Purchasing Agent

yc
B.N 8/17/16

SPECIFICATIONS FOR RESIDENTIAL REHABILITATION PROJECT(S)

GENERAL:

The City of Birmingham is seeking bids for the rehabilitation of houses under the action plan grant project (APGP) funded by the Federal Government. Each project (address) is funded in an amount not to exceed $15,000.00 total. Work write-ups have been structured based on reasonable estimates to ensure the allowable grant amount is not exceeded. **NO AWARD WILL BE MADE FOR AN AMOUNT GREATER THAN $15,000.00/PROJECT (address).** Award will be made to the lowest priced responsive, responsible bidder for each individual project (address).

By definition the repairs are critical to maintain the safety and stability of the structures. Bidders may bid on one or all projects (addresses); however bidder must be able to complete all work awarded to him/her in no more than 90 calendar days (all time is to be considered calendar days unless otherwise stated) from receipt of purchase order (s) or 94 calendar days from date purchase order was printed, whichever is the longer period of time. Each bidder shall state on the bid form the number of days he will require to complete the rehabilitation of each specific house bid. Based on this information, the City will not award any one contractor more houses than can be completed within a cumulative total of 90 calendar days. **EX:** Low bidder states 30 days/house (address) completion time for all houses bid. Since the maximum allowable total time for completion for the houses awarded to one contractor is 90 days, this contractor will be awarded three (3) houses (30 days X 3 = 90 days). The remaining houses will be awarded to the next low bidder (s) in the same manner as the given example. Failure to comply with the completion time as stated will result in assessment of late charges at a rate of $50.00 for each calendar day (for a maximum of 10 calendar days) over the stated completion time. Late charges will be deducted from vendor's (bidder's) invoice.

Anytime there is a completion time frame overlap of a prior bid award with a current bid opening and award process, the City reserves the right to take into consideration the existing work not yet completed on the prior award in determining the number of houses a contractor is eligible to be awarded under the newly opened bid based on the 90 day completion time requirement. **EX:** Contractor has 45 days worth of work not yet completed under a prior award. The contractor is therefore eligible to receive award of the number of houses he can complete in 45 days based on his current bid. Contractor states he can complete each house in 15 days; therefore, he can be awarded 3 houses under the new bid (45 days worth of work not yet completed + 3 houses X 15 days/houses = 90 day maximum allowable time frame for completion of work).

Three (3) failures by a vendor in a twelve (12) month period to complete awarded projects within the stated completion time frame will force the City to determine the vendor to be a non-responsible vendor, and that vendor will not have future bids considered for a period of twelve (12) months.

Contractors/Subcontractors on the U.S. Department of Housing and Urban Development's List of Debarred Contractors will not be considered eligible for consideration of award for any contract.

SPECIFICATIONS FOR RESIDENTIAL REHABILITATION PROJECT(S)

Time extensions will not be given except in extreme situations (i.e. significant rainfall for a lengthy period of time, etc.). Extensions will not be considered for things such as short periods of inclement weather, equipment problems, personal problems, labor problems, etc. In the event the vendor feels he/she has an extreme situation, the vendor must contact the Purchasing Division when the extreme situation occurs, or as soon as possible after the extreme situation occurs if during non-City work hours and prior to the scheduled completion date and provide a justification for the requested extension. If necessary, the Purchasing Division shall contact Community Development Department.

Assuming the delay is justified as an extreme situation, then a revised completion date will be determined by a signed modification to the Purchase Order(s). Unless an extension has been granted in writing by the Purchasing Division, the work is to be completed by the original due date.

For any project award valued at an amount equal to or greater than $10,000.00, the contractor (bidder) must be licensed as a home builder by the Home Builders Association or have a General Contractor's license with the license number being lower than 18908. License number must appear on the bid form provided, and copy of the current license must be submitted with your bid.

The City will issue purchase order(s) to the successful bidder for the goods and/or services (bid items) that are the subject of the bid. Unless otherwise agreed in a writing that is signed by both parties, the entire agreement between the City and the successful bidder concerning the bid items is comprised of the terms, conditions, specifications and requirements stated in (a) the contemplated purchase order(s), (b) this Invitation to Bid and Specifications and (c) your bid (collectively, the "Contract Requirements"). These writings supersede all former proposals, offers, negotiations, representations or agreements, either written or oral, concerning the provision of vendor's goods and/or services. By acceptance of the City's purchase order(s), the successful vendor agrees to abide by and perform its responsibilities related to the bid items in compliance with the Contract Requirements.

Vendor must have a purchase order from the City of Birmingham stating the specific address for each structure to be rehabilitated before starting any work under this contract. Any work started by the vendor prior to receipt of a purchase order is at the vendor's own risk and expense. The City will not pay for any work unless a purchase order was issued before the work was initiated.

Successful bidder(s) shall not assign this contract to any other party without prior written approval of the City of Birmingham. Contract shall not be assigned to an unsuccessful bidder who was rejected because he was not a responsible bidder, or contractor on the U.S. Department of Housing and Urban Development's List of Debarred Contractors.

SPECIFICATIONS FOR RESIDENTIAL REHABILITATION PROJECT(S)

The contract shall become effective from the date in the Notification of Award letter which will be mailed to the successful vendor.

The City's standard payment terms are net 30 days from acceptance. Exceptions may be allowed for discounted early payments, such as 2% 10 net 30 days. The City will not consider any bids requiring C.O.D. payments.

Any questions concerning these specifications should be addressed to the Purchasing Division, attn: Yolanda Cox, at (205) 254-2878 - Fax (205) 254-2484, between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday.

Failure to adhere to any or all terms and conditions as set forth in the contract may result in the immediate termination of the contract. Should termination occur, the holder of the contract may be declared a "non-responsible vendor". This declaration may result in the rejection of any future bids submitted by the vendor for a period of time to be determined by the City.

The bidder's attention is directed to the fact that all applicable state laws, municipal ordinances and rules and regulations of the authorities having jurisdiction over the work to be performed shall apply to the Contract throughout, and they will be deemed to be included in the Contract as though written out in full in the Contract.

Bidder (and its employees, agents and any subcontractors) shall not discriminate on the basis of race, color, national origin, or sex, in the performance of the services contemplated hereunder. Failure by the Vendor to carry out these requirements is a material breach of its obligations, which may result in its termination or such other remedy as the City deems appropriate.

Contract award to purchase the service covered in this bid document shall be construed under and governed by the law of the State of Alabama and each party thereto irrevocably agrees to be subject to the jurisdictions of the courts of the State of Alabama.

Bidder acknowledges and agrees that, consistent with federal law and City's public policy, it will encourage disadvantaged business enterprise (DBE) participation to the extent permitted by law. A "disadvantaged business enterprise" is a for-profit small business concern (i) at least 51% owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51% of the stock is owned by one or more such individuals; and (ii) whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it. In accordance with federal law, a "socially and economically disadvantaged individual" includes African-Americans, Hispanic Americans, Native Americans, Asian-Americans, women, and any additional groups designated as socially and economically disadvantaged by the federal Small Business Administration.

SPECIFICATIONS FOR RESIDENTIAL REHABILITATION PROJECT(S)

Successful bidder acknowledges and agrees that the City has the right to deduct from total amount of consideration to be paid, if any, to the successful bidder under this agreement all unpaid, delinquent, or overdue license fees, taxes, fines, penalties and other amounts due the City from the successful bidder.

Any potential bidder who is not currently set up as a vendor in the City of Birmingham vendor file, will be required to submit a completed W-9 tax form prior to any bid award. W-9 tax form may be submitted with your bid or no later than seven (7) working days of receipt of notice of intent to award.

The City of Birmingham must have a copy of the successful bidder's current City of Birmingham business license prior to formal award of contract. Each bidder may submit a copy of his/her license along with his/her bid. However, bidder must provide a copy of his/her current business license no later than seven (7) working days of receipt of notice of intent to award. Failure to submit the requested information will result in the notice of intent to award being revoked.

Successful Vendor (located in the State of Alabama or located outside of the State of Alabama, but employs one or more employees within the State of Alabama)represents and warrants that it does not knowingly employ, hire for employment, or continue to employ an "unauthorized alien", as defined by the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, Act No. 2011-535 (H.B.56) of the Alabama Legislature, as amended from time to time (the "Act") and that, during the performance of this contract, Vendor shall participate in the E-Verify program as required under the term of the Act. Vendor agrees to comply with all applicable provisions of the Act. As a condition for the award of any contract, Vendor shall provide documentation establishing that the Vendor is enrolled in the E-Verify program, or a signed, written statement that the Vendor does not have a presence (one or more employees) in the State of Alabama.

Vendor may submit applicable documentation with his/her bid or no later than seven (7) working days of receipt of notice of intent to award. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the contract/agreement and shall be responsible for all damages resulting therefrom.

Section A

1. SCOPE of the work shall include all labor, materials, equipment, permits, drawings, (if any) and services necessary for the proper completion of the rehabilitation of the property identified in the WORK WRITE-UP.

2. THE WORK WRITE-UP shall take precedence over this Standard Specification and when in conflict, the material, equipment and workmanship called for in the work write-up will be required.

3. SPECIFICATIONS:
   Please see the attached specifications and pricing section for each project. Bidder may elect to submit bids for one or all projects.

   Use of specific brand names and numbers is not intended to restrict the bidding of any seller and/or manufacturer, but is solely for the purpose of indicating the type, size and quality of materials, products, service, or other equipment considered best adapted to the City's intended use. All materials are to be new: no used, remanufactured or refurbished materials will be considered acceptable.

   Proprietary specifications may be waived for functional equivalents offered. Functional equivalents are subject to the approval of the Community Development Department.

4. CHANGES IN THE WORK including substitutions of materials, change in the scope or workmanship required by these specifications, which may be proposed by the Contractor, or found necessary or desirable as the work progresses, shall be in writing with price change given, and shall be approved by the Contractor, Owner, and the Housing Division of the Department of Community Development, City of Birmingham, Alabama, before any work incidental thereto is started.

5. WORKMANSHIP shall be done in accordance with the standards of the several trades known as a "workmanlike manner".

6. MATERIALS shall be new, in good condition, and of standard grade unless otherwise agreed to in writing before their delivery to the job.

7. REPAIRS shall be made to all surfaces damaged by the Contractor resulting from this work under this contract at no additional cost to the Owner.

   Where "repair of existing work" is called for by the contract, the feature is to be placed in "equal to new condition" either by repair or replacement; all damaged or loose, or rotted parts shall be removed and replaced and the finished work shall match adjacent work in design and dimension.

8. INSPECTION OF THE WORK during normal working hours by authorized inspectors shall be facilitated by the Contractor, and the work shall be subject to the inspectors' approval and acceptance.

9. SUB CONTACTORS shall be bound by the terms and conditions of this contract insofar as it applies to their work, but this shall not relieve the General Contractor, (or bidder acting as General Contractor) if such a one is awarded the contract, from the full responsibility of the Owner for the proper completion of all work to be executed under this agreement, and shall not be released from this responsibility by any sub-contractual agreement he may make with others.

10. BIDS OR PROPOSALS will be submitted at the Bidder's risk, and the City reserves the right to reject any or all bids, part of the bid, rebid and to waive any informalities.

11. PERMITS, CODES & REGULATIONS:
All equipment, construction, and installation will comply with City, County, State and Federal codes, regulations and standards. This includes, but is not limited to, all Building, Electrical, Gas Plumbing, Mechanical, Southern Building Codes, CABO, ANSI A117 revised, RRP and Lead Reduction Safe Work Practices, and FHA Minimum Property Standards. In the event of conflict or ambiguity, the most stringent of all the aforementioned shall govern. Successful bidder will obtain and pay for all permits and impact fees necessary, notify proper authorities for inspections and furnish any certificates required for the work.

12. ADJACENT PROPERTY
When adjacent property is affected or endangered by any work done under this contract, it shall be the responsibility of the Contractor to take whatever steps are necessary for the protection of the adjacent property and to notify the owner thereof of such hazards.

13. DELIVERY:
Delivery will be to various locations in the City of Birmingham as per specifications attached.

Failure to deliver as specified and in accordance with the bid submitted, including promised delivery will constitute sufficient grounds for cancellation of the order at the option of the City.

14. PRICES:
Include all labor, materials, equipment, overhead and profit to complete projects as specified. Bidder shall be responsible for payment of all sales, use, lease, ad valorem and any other tax that may be levied or assessed by reason of this transaction. All such costs are to be included in the price bid for each project. City will not pay any additional items of cost listed separately.

15. INVOICING:
All invoices must agree with the purchase order in description and price and include the following information:
1.) Purchase Order Number
2.) Ship to Department Name and Address

3.) In order to ensure prompt payment, **ALL <u>ORIGINAL INVOICES*</u> MUST BE SENT TO:**

City of Birmingham
Community Development Department, Housing Division
10th Floor, City Hall
710 North 20th Street
Birmingham, AL 35203

* If invoice does not agree with purchase order, credits or a corrected invoice will be required in order for the City to process payment. **Invoices that do not reference an authorized Purchase Order will be returned to the vendor.**

16. THIRD PARTY "REMIT –TO":
If bidder has a third-party "remit-to" company, that information must appear on the Bidder's response. The City of Birmingham will send payment to the company designated by Bidder on its response, but will not be responsible for resolving payment issues, should the Bidder change payment processing companies after a payment has been mailed or without forty-five (45) days written notification to the Purchasing and General Accounting divisions of the City of Birmingham.

17. INDEMNIFICATION: Vendor(s) shall defend, indemnify, and hold harmless the City of Birmingham, and its agents, employees and officials (hereinafter the "Indemnitees") from and against all demands, actions, damages, judgments, expenses (including but not limited to attorneys' fees, expert fees, court costs and other litigation costs), losses, and claims (including those for bodily injury, sickness, disease or death, or to injury to, destruction or loss of use of tangible property) (collectively hereinafter "Claims") by any third parties (including any employee, subcontractor or representative of the Vendor, hereafter a "Vendor Representative") that arises out of, relates to, results from, or is attributable to any of the following: (a) Vendor's performance or failure to perform its obligations hereunder; (b) any conditions in or about the work sites that the Vendor or any Vendor Representative may encounter; or (c) the use or occupancy of the work sites by Vendor or any Vendor Representatives. This indemnification obligation includes Claims that are caused in part by the negligence of an Indemnitee(s); provided nothing herein shall obligate Vendor to indemnify any of the Indemnitee(s) for Claims resulting from the sole negligence or from the willful misconduct of the Indemnitee(s).

18. SAFETY: The successful vendor(s) ("Vendor") warrants that it has inspected or will inspect the work sites before performing the services and work contemplated hereunder ("services"). Vendor(s) further warrants that it has not identified any condition or hazard that will prevent it from performing the services in a manner that does not endanger persons or property. Vendor(s) is exclusively responsible for performing the services in a safe manner that does not put at risk the safety of persons (including its own employees or representatives) or endanger property. Vendor(s) shall take all reasonable precautions for the safety of, and shall provide all

reasonable protection to prevent damage, injury or loss to: (i) all its employees and all other persons who may be affected by the services; (ii) all the services and all materials and equipment to be incorporated therein, whether in storage on or off the work sites, or under the care, custody or control of the Vendor(s) or any of its subcontractors; and (iii) other property at the work sites or adjacent thereto. Vendor further agrees to comply with all provisions and requirements set forth in applicable laws, ordinances, rules, regulations and orders of any public authority having jurisdiction over safety of persons or property or to protect them from damage, injury or loss.

19. PROTECTION DAMAGE:
Contractor will be responsible for any damage to property of the City or others caused by him, his employees or subcontractors, and will replace and make good such damage. The contractor will maintain adequate protection to prevent damage to his work and property of others, and take all necessary precautions for the safety of his employees and others. The contractors will comply with all safety laws and regulations in effect in the locality.

20. INSURANCE:
The successful party shall carry general liability insurance (either primary or a combination of primary and umbrella coverage) with limits of not less than $100,000.00 for each occurrence and shall include, but not limited to, personal injury, property damage, vandalism, property loss and theft.

The successful party shall also carry automobile liability insurance with limits of not less than $100,000.00 bodily injury per occurrence, $100,000.00 property damage or combined single limit of $100,000.00. Party shall carry Workman's Compensation coverage in an amount adequate to comply with statutory requirements.

Such policies shall name the City of Birmingham as an additional insured and shall contain an endorsement providing that the City will be given not less than thirty (30) day notice in writing prior to cancellation or change of coverage provided by said policies. Insurance shall be through companies authorized to do business in the State of Alabama. Certificate of insurance must be presented to the City within ten (10) days of notice of award and prior to commencement of any work. Successful party is required to include the bid proposal number on the evidence of insurance document.

Policies that state the company will endeavor to provide thirty (30) day notice prior to cancellation or change of coverage, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents or representatives are not acceptable. Insurance shall be through companies authorized to do business in the State of Alabama with a B+ rating or better according to the most current edition of Best's Insurance Reports. Party is to provide written documentation of the company's rating with the proposal.

21. PUBLIC DISCLOSURE:
Subject to applicable law or regulations, the content of each Bidder's Proposal shall become public information upon the effective date of any resulting contract.

22. GUARANTEE:
Bidder certifies by bidding that he is fully aware of the conditions of service and purpose for which equipment, material, installation, and/or construction included in this bid are to be purchased, and that his offering will meet these requirements of service and purpose to the satisfaction of the City of Birmingham and its agent. All work will be guaranteed one (1) year from date of final acceptance, or the manufacturer's standard warranty for equipment or materials, whichever is longer.

23. EXAMINATION OF SITE:
All bidders are expected to visit the site of the work to ascertain existing conditions. Failure to do so will in no way relieve the successful bidder from the necessity of furnishing all materials and equipment, and performing all work required for completion of the contract.

24. INSTALLATION/QUALITY ASSURANCE:
Use adequate numbers of skilled workmen, under proper supervision, who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work in these specifications.

25. CLEANING AND SAFETY:
Throughout the construction period, maintain the buildings and site in a standard of cleanliness as described throughout this document. At no time shall construction interfere with daily work within the building or cause a safety or code violation around public and private entrances.

All precautions shall be taken to promote the safety of the public and employees. The successful bidder must have verifiable, active, safety policies.
Contractor is responsible for all damage to existing City or public property, including but not limited to the building, grounds, and equipment, caused by him, his employees, or sub-contractors, and will replace and make good such damage. Contractor will maintain adequate protection to prevent damage to his work and property of others, and take all necessary precautions for the safety of his employees and others. The contractor will comply with all safety laws and regulations in effect in the locality.

26. PROGRESS CLEANING:
Retain all stored items in an orderly arrangement allowing maximum access, not impeding traffic and providing the required protection of materials.

Do not allow the accumulation of scrap, debris, waste material, and other items not required for construction.

As necessary, completely remove all scrap, debris and waste material from job site.

Provide adequate storage for all items awaiting removal from the job site, observing all requirements for fire protection and protection of the ecology.

All areas must be cleaned of dust and debris after each day's work.

27. PRE EXISTING CONDITIONS:
All pre-existing conditions must be clearly documented (including but not limited to, photographs) to establish a clear definition of the work environment prior to commencing with any activities associated with this project. Vendor is responsible for correcting any defacement, damage or aesthetic appearance changes that occur beyond the point from the documentation of pre-existing conditions and any occurrences of damages during their contract.

28. THE WARRANTY:
The warranty which is Attachment A must be signed and included with the bid.

29. **TIME IS OF THE ESSENCE.** Successful bidders shall have up to 90 calendar days based on the cumulative total days bid for all houses awarded from notice to proceed (purchase order) to complete the rehabilitation of the houses covered in the given notice to proceed. Failure to comply with the completion time as stated in the Notice to Proceed (purchase order) will result in assessment of late charges at the rate of $50.00 for each calendar day over the cumulative total of days for the houses awarded plus any granted extension, for a maximum of 10 calendar days. This amount shall be subtracted from any amount due the contractor by the City for completion of the job. Failure to complete any contract work within the cumulative total of completion days plus any granted extension days, plus up to a maximum of 10 days late penalty time will result in termination of contract, forfeiture of the performance bond and the bidder will be declared a non-responsible bidder and will not be given consideration to receive any future bid awards for a period of twelve (12) months.

It is the City's intent not to award more rehabilitation work to a single contractor than the contractor can complete within a 90 calendar day time frame. However, should the situation arise that there is an insufficient number of responsive, responsible bids received to accomplish this goal, the City reserves the right to award more work to a single contractor than the 90 day completion time would allow. The extended completion time for any such award would be based on the actual completion time stated on the contractors bid form for the additional houses. This action must be mutually acceptable to the City and the contractor.

Section B

1. Demolition:

   All parts to be removed shall be done in a safe, orderly fashion, taking care to avoid damage to parts which are to be left in place. All debris shall be removed from the premises as it is generated.

2. Carpentry:

   a. Framing lumber shall be no less than new #2 yellow pine material unless otherwise specified.

   b. Finish lumber shall be of a species and grade suitable for its intended use, kiln dried, free from tool marks and other objectionable defects.

3. Electrical, Plumbing and Heating:

   All equipment and materials shall comply with and be installed in accordance with Birmingham City Codes.

INSTRUCTIONS:

Bidder is to provide a complete price breakdown as shown on the work write up for each project/address included in this bid package. Bidder must bid all the different categories listed for each project/address (plumbing, kitchen, bath, HVAC, roof, electrical, etc.): no partial bids will be considered. Bidder is to total the individual prices provided for each project/address and include that amount as the Grand Total for each work write up. The Grand Total amount is to be transferred to the Bid Form that follows the work write up. Bidder must complete and return the fully executed Bid Form Signature Page along with the work write up page(s), Bid Form Page(s) and Attachment A.

SPECIFICATIONS FOR RESIDENTIAL REHABILITATION PROJECT(S)
Work Write Up

Property Owner:	Cassandra Patton
Address:	4405 Grasselli Ave
City and State:	Birmingham, AL. 35221
Phone:	(205) 253-6341
Case No:	FY16-001
Inspector	RC

Roof

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code © Section 1501 for roof materials, application, installation, etc. and Section 309 for roof and ceiling framing, and all other codes that govern. A building permit is required if there is any wood to be replaced.

__ Areas that are found to be spaced decked shall be covered with ½" exterior grade sheathing material after removing the existing decking. It is the contractors responsibility to ensure the framing and structure will support the additional load.
__ Remove existing roofing materials down to bare decking.
__ Check all roof trusses/rafters and repair/replace to ensure that new roof structure is flat and smooth without rises or depressions in roof system.
__ Replace all rotten, broken, un-even, weak, or deteriorated decking and framing.
__ Replaced/repaired decking shall be level and ready to accept felt and shingles.
__ Check all roof trusses for strength and stability before re-shingling house.
__ Remove all unused elements, vents, etc., that are not operational and close them below roof level.
__ Re-flash all valleys, vents, roof openings, and chimneys.
__ Install new boots around all roof penetrations.
__ Haul away debris immediately.
__ Use a magnetic sweep around the perimeter of house and rake away any other debris.
__ Cover with 30# asphalt impregnated felt.
__ Prepare roof decking to accept a ridge vent.
__ Re-roof with a 30 year dimensional class A fiberglass asphalt shingle. (Owners choice of color) (ANY AREA DEEMED TO NEED ROLL ROOFING MATERIAL WILL BE SELF ADHERING MODIFIED BITUMEN) CAP SHEET AND (BASE SHEET IF NEEDED) INSTALL PROPER METAL DRIP RAIL FOR THIS STYLE ROOFING.
__ Shingles must be 1st quality still in the wrapper. Seconds will not be accepted.
__ Install drip rail around perimeter of house. Shingles shall have ½" to 1 ½" overhang.
__ Install ridge vent or wind turbines, (minimum of two) as appropriate.
__ New roof shall be structurally sound and leak free.
__ Contractor shall warrant the roof to be completely leak free for one year.

Roof Total $_____

Heating and Air Conditioning

Replacement

__ Remove existing HVAC unit.
__ Install a new heating and air conditioning system. (Goodman, Nutone, or equivalent) gas package unit with cage..
__ The new unit shall be sufficient to properly heat and cool the entire house.
__ It shall be the contractors responsibility to ensure that the new unit is properly sized.
__ New unit shall be high efficiency. Minimum of 14 seer.
__ Modify existing duct work to ensure proper operation of new unit.
__ Repair any damaged duct work.
__ Add any duct work necessary to ensure proper heating and cooling in all areas of house.
__ Upon completion of this scope of work all ductwork shall be insulated metal duct. Short runs of flexible duct may be used for connecting to supply registers and boots.
__ Ensure that all ductwork is well supported and properly strapped in place.
__ Ensure that return grille is working properly and of adequate size.
__ Replace all supply registers and return grill.
__ Clean any existing ductwork that will be re-used.
__ Homeowner shall be-supplied with 12 additional filters and-informed on the changing of filters and the frequency that they should be changed.
__ Install a new properly matched thermostat from a recognizable manufacturer.
__ A properly sized manufactured condensing unit pad must be used.
__ Existing pad may be re-used if it is not damaged and of adequate size.
__ Pad must be level.
__ Contractor must educate Homeowner on proper operation and maintenance of new unit.
__ Manufacturers consumer literature on the unit must be left with the Homeowner along with warranty information on the unit.
__ The contractor shall include all items necessary to ensure the proper operation of this unit.
This includes all connections to the gas service, the electrical disconnect, and electrical service to the unit.

Bathroom and Plumbing Modifications

ALL WORK IS TO BE DONE TO ANSI SPECIFICATIONS WHERE ACHIEVABLE

__ **Contractor is to perform all plumbing work per local code, Pay for all permits and impact fees. All materials used shall be (PEX) or non ferrous metals and insulated properly. No plastics or CPVC accepted.**
__ Remove toilet and lavatory from bathroom.
__ Replace all rotten, damaged or otherwise substandard flooring, subflooring, sills, floor framing, and floor supports.

__ New floor must be level as possible.
__ Cover bathroom floor with appropriate underlayment and adhesive per manufacturers specifications.
__ Install new sheet vinyl floor covering. **The installed vinyl shall be equivalent to Mannington Commercial Resilient and have a minimum of a ten year warranty.** No torn or patched vinyl will be accepted. Owners choice of color and pattern.
__ Install and finish new shoe mold around entire room. Shoe mold must be painted or stained to match finish.
__ Reinstall owners toilet and sink
__ Install new cutoff and supply line.
__ Install new cutoffs, supplies and drains on sink.

Bathroom and Plumbing Total $_____

Electrical

__ **Perform all electrical work per the local code and pay for all permits and fees.**
__ Install a new 200-amp outside service. This includes the rigid service mast, entrance head, and breaker-box with breakers. All are to be new, unused material.
__ House has breaker panel on inside may need 4wire sub feed cable contractor to verify.
__ Check all existing wiring, repair as needed, tighten connections and fixtures that are loose and replace those that are faulty.
__ Install a hard-wired carbon monoxide detector in a central location.
(A plug in detector that can be removed or unplugged is not acceptable.)
__ Install AC/DC tandem wired smoke detectors in a central location, one (1) in each sleeping room, on each additional story of the dwelling, including basements, but not including crawl spaces and uninhabitable attics.
__ Repair all collateral damage caused by this modification to finish quality.

Electrical Total $_____

GRAND TOTAL $_____

BID FORM

W.E. Caffee
Assistant Purchasing Agent
Birmingham, Alabama

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code ©

Any and all additions or alterations to the above specifications REQUIRE a change order and will not be allowed unless first approved by the Housing Office Rehab Specialist and final approval by the CRG Program Director. If any such work outside these specifications is made without prior authorization/approval could result in a loss of payment for work performed outside the bid specifications.

Contractor shall have a Purchase Order to cover any additional cost resulting from a change order prior to starting the related work.

Submitted below is my firm bid for the rehabilitation of a residence, located at

4405 Grasselli Ave and in accordance with your invitation to bid dated

_____.

I the undersigned contractor, having inspected the property and familiarized myself with the requirements of the work write-up, specifications and plans, do understand the extent and character of the work to be done at:

4405 Grasselli Ave

do propose to furnish all labor, material and equipment necessary to accomplish all of the work called for that is required by the work write-up, specifications and drawings (if any) for the rehabilitation of the property, for the sum of:

_____Dollars ($_____)

I will complete the work within_____ calendar days after receipt of purchase order and notice to proceed.

SPECIFICATIONS FOR RESIDENTIAL
REHABILITATION PROJECT(S)
Work Write Up

Property Owner:	Larry Lawrence
Address:	4416 Carver Ave SW
City and State:	Birmingham, AL. 35221
Phone:	(205)228-9311
Case No:	FY16-LTR007
Inspector	RC

Roof (ONLY AREA OVER FRONT PORCH)

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code © Section 1501 for roof materials, application, installation, etc. and Section 309 for roof and ceiling framing, and all other codes that govern. A building permit is required if there is any wood to be replaced.

__ Areas that are found to be spaced decked shall be covered with ½" exterior grade sheathing material after removing the existing decking. It is the contractors responsibility to ensure the framing and structure will support the additional load.
__ Remove existing roofing materials down to bare decking.
__ Check all roof trusses/rafters and repair/replace to ensure that new roof structure is flat and smooth without rises or depressions in roof system.
__ Replace all rotten, broken, un-even, weak, or deteriorated decking and framing.
__ Replaced/repaired decking shall be level and ready to accept felt and shingles.
__ Check all roof trusses for strength and stability before re-shingling house.
__ Remove all unused elements, vents, etc., that are not operational and close them below roof level.
__ Re-flash all valleys, vents, roof openings, and chimneys.
__ Install new boots around all roof penetrations.
__ Haul away debris immediately.
__ Use a magnetic sweep around the perimeter of house and rake away any other debris.
__ Cover with 30# asphalt impregnated felt.
__ Re-roof with a 30 year dimensional class A fiberglass asphalt shingle. (Owners choice of color) (ANY AREA DEEMED TO NEED ROLL ROOFING MATERIAL WILL BE SELF ADHERING MODIFIED BITUMEN) CAP SHEET AND (BASE SHEET IF NEEDED) INSTALL PROPER METAL DRIP RAIL FOR THIS STYLE ROOFING.
___ Shingles must be 1st quality still in the wrapper. Seconds will not be accepted.
___ Install drip rail around perimeter of house. Shingles shall have ½" to 1 ½" overhang.
___ New roof shall be structurally sound and leak free.
___ Contractor shall warrant the roof to be completely leak free for one year.

Roof Total $_____

Plumbing Repair

__ **Contractor is to perform all plumbing work per local code, Pay for all permits and impact fees. All materials used shall be (PEX) or non ferrous metals and insulated properly. No plastics or CPVC accepted.**
__ Repair vent on gas water heater and install pressure tank and pop off pipe to bring up to code.

Plumbing Repair Total $_____

Heating and Air Conditioning

Replacement

__ Remove existing HVAC unit.
__ Install a new heating and air conditioning system. (Goodman, Nutone, or equivalent) gas split system.
__ The new unit shall be sufficient to properly heat and cool the entire house.
__ It shall be the contractors responsibility to ensure that the new unit is properly sized.
__ New unit shall be high efficiency. Minimum of 14 seer.
__ Modify existing duct work to ensure proper operation of new unit.
__ Repair any damaged duct work.
__ Add any duct work necessary to ensure proper heating and cooling in all areas of house.
__ Upon completion of this scope of work all ductwork shall be insulated metal duct. Short runs of flexible duct may be used for connecting to supply registers and boots.
__ Ensure that all ductwork is well supported and properly strapped in place.
__ Ensure that return grille is working properly and of adequate size.
__ Replace all supply registers and return grill.
__ Clean any existing ductwork that will be re-used.
__ Homeowner shall be-supplied with 12 additional filters and-informed on the changing of filters and the frequency that they should be changed.
__ Install a new properly matched thermostat from a recognizable manufacturer.
__ A properly sized manufactured condensing unit pad must be used.
__ Existing pad may be re-used if it is not damaged and of adequate size.
__ Pad must be level.
__ Contractor must educate Homeowner on proper operation and maintenance of new unit.
__ Manufacturers consumer literature on the unit must be left with the Homeowner along with warranty information on the unit.
__ The contractor shall include all items necessary to ensure the proper operation of this unit.
This includes all connections to the gas service, the electrical disconnect, and electrical service to the unit.

Heating and Air Conditioning Total_ $_____

Kitchen Repair

__ Remove existing appliances from the kitchen.
__ Remove the existing (sink base cabinet only)
__ Remove existing floor covering.
__ Replace all rotten, damaged or otherwise substandard flooring, subflooring, sills, floor framing, and floor supports.
__ New floor must be level as possible.
__ Install additional support piers and beams if necessary to stabilize and level floor system.
Piers must be on a masonry footing and of concrete masonry units or 4" steel column. All wooden components used in conjunction with the support piers and beams must be pressure treated lumber.
__ Cover floor with appropriate underlayment and adhesive per manufacturers specifications.
__ Install new sheet vinyl floor covering. The installed vinyl shall be equivalent to Mannington Commercial Resilient and have a minimum of a ten year warranty. No torn or patched vinyl will be accepted. Owners choice of color and pattern.
__ Install and finish new shoe mold around entire room. Shoe mold must be painted or stained to match finish.
__ Install new(sink) base cabinet. (same size as existing) (Homeowners choice of color) Hardwood
only no particle-board will be accepted.(Cabinet must have factory finish)
__ Install new double bowl stainless steel sink, new faucet with sprayer (Moen, Delta, or equivalent), new cut-offs, supply lines, and drain lines.

Kitchen Repair Total $_____

Bathroom and Plumbing Modifications (AND SMALL HALL)

ALL WORK IS TO BE DONE TO ANSI SPECIFICATIONS WHERE ACHIEVABLE

__ **Contractor is to perform all plumbing work per local code, Pay for all permits and impact fees. All materials used shall be (PEX) or non ferrous metals and insulated properly. No plastics or CPVC accepted.**
__ Remove toilet and lavatory from bathroom.
__ Replace all rotten, damaged or otherwise substandard flooring, subflooring, sills, floor framing, and floor supports.
__ New floor must be level as possible.
__ Cover bathroom floor with appropriate underlayment and adhesive per manufacturers specifications.
__ Install new sheet vinyl floor covering. **The installed vinyl shall be equivalent to Mannington Commercial Resilient and have a minimum of a ten year warranty.**

No torn or patched vinyl will be accepted. Owners choice of color and pattern.

__ Install and finish new shoe mold around entire room. Shoe mold must be painted or stained to match finish.

__ Install new Handicap toilet with seat. (min. height 17 ½".) Toilet shall be equipped with an oversize flush valve. (American Standard, Kohler, Briggs, Toto)

__ Install new cutoff and supply line.

__ Install a hardwood vanity with stock top. Same size as existing. (Hardwood only, no particleboard will be accepted.)

__ Install a new good quality chrome plated brass faucet. (Moen, Delta, or equivalent)

__ New lavatory faucet will have lever style handles or lever style operation.

__ Install new cutoffs, supplies and drains.

__ Repair all collateral damage caused by this modification.

__ Repair / replace all water leaks and drains. All fixtures shall be in proper working order and all drains should be free from leaks and draining properly.

Bathroom and Plumbing Total $_____

Electrical

__ **Perform all electrical work per the local code and pay for all permits and fees.**

__ House has a new sub panel may need 4wire sub feed to meet code contractor to verify.

__ Check all existing wiring, repair as needed, tighten connections and fixtures that are loose and replace those that are faulty.

__ Install a hard-wired carbon monoxide detector in a central location.
(A plug in detector that can be removed or unplugged is not acceptable.)

__ Install AC/DC tandem wired smoke detectors in a central location, one (1) in each sleeping room, on each additional story of the dwelling, including basements, but not including crawl spaces and uninhabitable attics.

__ Repair all collateral damage caused by this modification to finish quality.

Electrical Total $_____

BID FORM

W.E. Caffee
Assistant Purchasing Agent
Birmingham, Alabama

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code ©

Any and all additions or alterations to the above specifications REQUIRE a change order and will not be allowed unless first approved by the Housing Office Rehab Specialist and final approval by the CRG Program Director. If any such work outside these specifications is made without prior authorization/approval could result in a loss of payment for work performed outside the bid specifications.

Contractor shall have a Purchase Order to cover any additional cost resulting from a change order prior to starting the related work.

Submitted below is my firm bid for the rehabilitation of a residence, located at

4416 Carver Ave SW and in accordance with your invitation to bid dated

_____.

I the undersigned contractor, having inspected the property and familiarized myself with the requirements of the work write-up, specifications and plans, do understand the extent and character of the work to be done at:

4416 Carver Ave SW

do propose to furnish all labor, material and equipment necessary to accomplish all of the work called for that is required by the work write-up, specifications and drawings (if any) for the rehabilitation of the property, for the sum of:

_____Dollars ($_____)

I will complete the work within_____ calendar days after receipt of purchase order and notice to proceed.

SPECIFICATIONS FOR RESIDENTIAL REHABILITATION PROJECT(S)
Work Write Up

Property Owner:	Deborah Harris
Address:	4705 Park Ave SW
City and State:	Birmingham, AL. 35221
Phone:	(205)703-6027
Case No:	FY16-002
Inspector	RC

Roof

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code © Section 1501 for roof materials, application, installation, etc. and Section 309 for roof and ceiling framing, and all other codes that govern. A building permit is required if there is any wood to be replaced.

__ Areas that are found to be spaced decked shall be covered with ½" exterior grade sheathing material after removing the existing decking. It is the contractors responsibility to ensure the framing and structure will support the additional load.
__ Remove existing roofing materials down to bare decking.
__ Check all roof trusses/rafters and repair/replace to ensure that new roof structure is flat and smooth without rises or depressions in roof system.
__ Replace all rotten, broken, un-even, weak, or deteriorated decking and framing.
__ Replaced/repaired decking shall be level and ready to accept felt and shingles.
__ Check all roof trusses for strength and stability before re-shingling house.
__ Remove all unused elements, vents, etc., that are not operational and close them below roof level.
__ Re-flash all valleys, vents, roof openings, and chimneys.
__ Install new boots around all roof penetrations.
__ Haul away debris immediately.
__ Use a magnetic sweep around the perimeter of house and rake away any other debris.
__ Cover with 30# asphalt impregnated felt.
__ Prepare roof decking to accept a ridge vent.
__ Re-roof with a 30 year dimensional class A fiberglass asphalt shingle. (Owners choice of color) (ANY AREA DEEMED TO NEED ROLL ROOFING MATERIAL WILL BE SELF ADHERING MODIFIED BITUMEN) CAP SHEET AND (BASE SHEET IF NEEDED) INSTALL PROPER METAL DRIP RAIL FOR THIS STYLE ROOFING.
__ Shingles must be 1st quality still in the wrapper. Seconds will not be accepted.
__ Install drip rail around perimeter of house. Shingles shall have ½" to 1 ½" overhang.
__ Install ridge vent or wind turbines, (minimum of two) as appropriate.
__ New roof shall be structurally sound and leak free.
__ Contractor shall warrant the roof to be completely leak free for one year.

Roof Total $_____

GRAND TOTAL $_____

BID FORM

W.E. Caffee
Assistant Purchasing Agent
Birmingham, Alabama

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code ©

Any and all additions or alterations to the above specifications REQUIRE a change order and will not be allowed unless first approved by the Housing Office Rehab Specialist and final approval by the CRG Program Director. If any such work outside these specifications is made without prior authorization/approval could result in a loss of payment for work performed outside the bid specifications.

Contractor shall have a Purchase Order to cover any additional cost resulting from a change order prior to starting the related work.

Submitted below is my firm bid for the rehabilitation of a residence, located at

4705 Park Ave SW and in accordance with your invitation to bid dated

_____.

I the undersigned contractor, having inspected the property and familiarized myself with the requirements of the work write-up, specifications and plans, do understand the extent and character of the work to be done at:

4705 Park Ave SW

do propose to furnish all labor, material and equipment necessary to accomplish all of the work called for that is required by the work write-up, specifications and drawings (if any) for the rehabilitation of the property, for the sum of:

_____Dollars ($_____)

I will complete the work within_____ calendar days after receipt of purchase order and notice to proceed.

SPECIFICATIONS FOR RESIDENTIAL
REHABILITATION PROJECT(S)
Work Write Up

Property Owner:	Gwendolyn Thornton
Address:	3716 George Ave SW
City and State:	Birmingham, AL. 35221
Phone:	(205)925-8824 213-5840
Case No:	FY16-003
Inspector	RC

Roof

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code © Section 1501 for roof materials, application, installation, etc. and Section 309 for roof and ceiling framing, and all other codes that govern. A building permit is required if there is any wood to be replaced.

__ Areas that are found to be spaced decked shall be covered with ½" exterior grade sheathing material after removing the existing decking. It is the contractors responsibility to ensure the framing and structure will support the additional load.
__ Remove existing roofing materials down to bare decking.
__ Check all roof trusses/rafters and repair/replace to ensure that new roof structure is flat and smooth without rises or depressions in roof system.
__ Replace all rotten, broken, un-even, weak, or deteriorated decking and framing.
__ Replaced/repaired decking shall be level and ready to accept felt and shingles.
__ Check all roof trusses for strength and stability before re-shingling house.
__ Remove all unused elements, vents, etc., that are not operational and close them below roof level.
__ Re-flash all valleys, vents, roof openings, and chimneys.
__ Install new boots around all roof penetrations.
__ Haul away debris immediately.
__ Use a magnetic sweep around the perimeter of house and rake away any other debris.
__ Cover with 30# asphalt impregnated felt.
__ Prepare roof decking to accept a ridge vent.
__ Re-roof with a 30 year dimensional class A fiberglass asphalt shingle. (Owners choice of color) (ANY AREA DEEMED TO NEED ROLL ROOFING MATERIAL WILL BE SELF ADHERING MODIFIED BITUMEN) CAP SHEET AND (BASE SHEET IF NEEDED) INSTALL PROPER METAL DRIP RAIL FOR THIS STYLE ROOFING.
__ Shingles must be 1st quality still in the wrapper. Seconds will not be accepted.
__ Install drip rail around perimeter of house. Shingles shall have ½" to 1 ½" overhang.
__ Install ridge vent or wind turbines, (minimum of two) as appropriate.
__ New roof shall be structurally sound and leak free.
__ Contractor shall warrant the roof to be completely leak free for one year.

Roof Total $_____

Kitchen Repair

__ Remove existing appliances from the kitchen.
__ Remove the existing(sink base cabinet only)
__ Remove existing floor covering.
__ Replace all rotten, damaged or otherwise substandard flooring, subflooring, sills, floor framing, and floor supports.
__ New floor must be level as possible.
__ Install additional support piers and beams if necessary to stabilize and level floor system.
Piers must be on a masonry footing and of concrete masonry units or 4" steel column. All wooden components used in conjunction with the support piers and beams must be pressure treated lumber.
__ Cover floor with appropriate underlayment and adhesive per manufacturers specifications.
__ Install new sheet vinyl floor covering. The installed vinyl shall be equivalent to Mannington Commercial Resilient and have a minimum of a ten year warranty. No torn or patched vinyl will be accepted. Owners choice of color and pattern.
__ Install and finish new shoe mold around entire room. Shoe mold must be painted or stained to match finish.
__ Install new(sink) base cabinet. (same size as existing) (Homeowners choice of color) Hardwood only no particle-board will be accepted.(Cabinet must have factory finish)
__ Install new double bowl stainless steel sink, new faucet with sprayer (Moen, Delta, or equivalent), new cut-offs, supply lines, and drain lines.

Kitchen Repair Total $_____

Electrical

__ **Perform all electrical work per the local code and pay for all permits and fees.**
__ Install a new 200-amp service. This includes the rigid service mast, entrance head, and breaker-box with breakers. All are to be new, unused material.
__ NEW electrical panel is to be located inside of house. Panel must have at least (6) spare places. (PANEL WILL NEED TO BE RELOCATED)
__ Check all existing wiring, repair as needed, tighten connections and fixtures that are loose and replace those that are faulty.
__ Install a hard-wired carbon monoxide detector in a central location.
(A plug in detector that can be removed or unplugged is not acceptable.)
__ Install AC/DC tandem wired smoke detectors in a central location, one (1) in each sleeping room, on each additional story of the dwelling, including basements, but not including crawl spaces and uninhabitable attics.
__ Repair all collateral damage caused by this modification to finish quality.

Electrical Total $_____

GRAND TOTAL $_____

BID FORM

W.E. Caffee
Assistant Purchasing Agent
Birmingham, Alabama

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code ©

Any and all additions or alterations to the above specifications REQUIRE a change order and will not be allowed unless first approved by the Housing Office Rehab Specialist and final approval by the CRG Program Director. If any such work outside these specifications is made without prior authorization/approval could result in a loss of payment for work performed outside the bid specifications.

Contractor shall have a Purchase Order to cover any additional cost resulting from a change order prior to starting the related work.

Submitted below is my firm bid for the rehabilitation of a residence, located at

3716 George Ave SW and in accordance with your invitation to bid dated

_____.

I the undersigned contractor, having inspected the property and familiarized myself with the requirements of the work write-up, specifications and plans, do understand the extent and character of the work to be done at:

3716 George Ave SW

do propose to furnish all labor, material and equipment necessary to accomplish all of the work called for that is required by the work write-up, specifications and drawings (if any) for the rehabilitation of the property, for the sum of:

_____Dollars ($_____)

I will complete the work within_____ calendar days after receipt of purchase order and notice to proceed.

SPECIFICATIONS FOR RESIDENTIAL REHABILITATION PROJECT(S)
Work Write Up

Property Owner:	Victor Ramsey
Address:	4013 Carver Ave SW
City and State:	Birmingham, AL 35221
Phone:	(205) 587-1102/925-5906
Case No:	FY16-004
Inspector:	A.B.

Roof

__ **All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code © Section 1501 for roof materials, application, installation, etc. and Section 309 for roof and ceiling framing, and all other codes that govern. Proper permitting shall be obtained for all applicable repairs to roof.**

__ Areas that are found to be spaced decked shall be covered with ½" exterior grade sheathing material after removing the existing decking. It is the contractors responsibility to ensure the framing and structure will support the additional load.

___Remove existing roofing materials down to bare decking.

___Check all roof trusses/rafters and repair/replace to ensure that new roof structure is flat and smooth without rises or depressions in roof system.

___Replace all rotten, broken, un-even, weak, or deteriorated decking and framing.

__ Replaced/repaired decking shall be level and ready to accept felt and shingles.

__ Check all roof trusses for strength and stability before re-shingling house.

__ Remove all unused elements, vents, etc., that are not operational and close them below roof level.

__Re-flash all valleys, vents, roof openings, and chimneys.

__Install new boots around all roof penetrations.

__Haul away debris immediately.

__Use a magnetic sweep around the perimeter of house and rake away any other debris.

__Cover with 30# asphalt impregnated felt.

__Prepare roof decking to accept a ridge vent.

__Re-roof with a 30 year, class A fiberglass asphalt shingle. (Owners choice of color)

__Shingles must be 1st quality still in the wrapper. Seconds will not be accepted.

__Install drip rail around perimeter of house. Shingles shall have ½" to 1 ½" overhang.

__Install ridge vent or wind turbines, (minimum of two) as appropriate.

__New roof shall be structurally sound and leak free.

__Contractor shall warrant the roof to be completely leak free for one year.

__Repair all collateral damage caused by this modification.

Roof Total $_____

Heating and Air Conditioning

__ Install a new ductless, mini-split system including (3) zones/heads: one in both bedrooms and one in the living room.
__ The new units shall be sufficient to properly heat and cool each room in which the zones/heads are installed.
__ It shall be the contractors responsibility to ensure that the new unit is properly sized.
__ New unit shall be high efficiency, minimum of 14 SEER.
__ Contractor must educate homeowner on proper operation and maintenance of new unit/system.
__ Manufacturers consumer literature on the unit/ system must be left with the Homeowner along with warranty information on the unit.
__ The contractor shall include all items necessary to ensure the proper operation of this system.
__ Repair all collateral damage caused by this modification.

Heating and Air Conditioning Total $_____

Kitchen Repair

__ Remove existing light fixture from the kitchen.
__ Install new 14" dome light fixture with a minimum of (2) bulbs.
__ Replace faulty electrical outlet with new grounded outlet.
__ Repair all collateral damage caused by this modification.

Kitchen Repair Total $_____

Washroom

ALL WORK IS TO BE DONE TO ANSI SPECIFICATIONS WHERE ACHIEVABLE

__ **Contractor is to perform all plumbing work per local code, Pay for all permits and impact fees. All materials used shall be (PEX) or non ferrous metals and insulated properly. No plastics or CPVC accepted.**
___ Remove existing floor
___ Replace all rotten, damaged or otherwise substandard flooring, subflooring, sills, floor framing, and floor supports.
___ Cover bathroom floor with appropriate underlayment and adhesive per manufacturers specifications.
___ Install new sheet vinyl floor covering. **The installed vinyl shall be equivalent to Mannington Commercial Resilient and have a minimum of a ten year warranty.** No torn or patched vinyl will be accepted. Owners choice of color and pattern.
___ Install and finish new shoe mold around entire room. Shoe mold must be painted or stained to match finish.

__ New floor must be level.
__ Repair all collateral damage caused by this modification.

Washroom Total $_____

Bedroom 1

__ Install new wall switch activated ceiling fan light fixture. The new fixture shall have Fan blade dimensions equal to or greater than those of existing fan. (Ceiling fan fixture is to be of Hampton Bay, Harbor Breeze, or equivalent brand.)

Bedroom 1 Total $_____

Bedroom 2

__ Install new wall switch activated ceiling fan light fixture. The new fixture shall have fan blade dimensions equal to or greater than those of existing fan. (Ceiling fan fixture is to be of Hampton Bay, Harbor Breeze, or equivalent brand.)

Bedroom 2 Total $_____

Electrical

__ **Perform all electrical work per the local code and pay for all permits and fees.**
__ Install a hard-wired carbon monoxide detector in a central location.
(A plug in detector that can be removed or unplugged is not acceptable.)
__ Install AC/DC tandem wired smoke detectors in a central location, one (1) in each sleeping room, on each additional story of the dwelling, including basements, but not including crawl spaces and uninhabitable attics.
__ Repair all collateral damage caused by this modification to finish quality.

Electrical Total $_____

BID FORM

W.E. Caffee
Assistant Purchasing Agent
Birmingham, Alabama

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code ©

Any and all additions or alterations to the above specifications REQUIRE a change order and will not be allowed unless first approved by the Housing Office Rehab Specialist and final approval by the CRG Program Director. If any such work outside these specifications is made without prior authorization/approval could result in a loss of payment for work performed outside the bid specifications.

Contractor shall have a Purchase Order to cover any additional cost resulting from a change order prior to starting the related work.

Submitted below is my firm bid for the rehabilitation of a residence, located at

4013 Carver Ave SW and in accordance with your invitation to bid dated

_____.

I the undersigned contractor, having inspected the property and familiarized myself with the requirements of the work write-up, specifications and plans, do understand the extent and character of the work to be done at:

4013 Carver Ave SW

do propose to furnish all labor, material and equipment necessary to accomplish all of the work called for that is required by the work write-up, specifications and drawings (if any) for the rehabilitation of the property, for the sum of:

_____Dollars ($_____)

I will complete the work within_____ calendar days after receipt of purchase order and notice to proceed.

SPECIFICATIONS FOR RESIDENTIAL
REHABILITATION PROJECT(S)
Work Write Up

Property Owner:	Juanita Thomas
Address:	4628 Hillman Drive SW
City and State:	Birmingham, AL. 35221
Phone:	(205)223-4542 503-8371
Case No:	FY16-LTR006
Inspector	RC

Roof THIS DOES NOT INCLUDE CARPORT (DO NOT PERMIT CARPORT)

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code © Section 1501 for roof materials, application, installation, etc. and Section 309 for roof and ceiling framing, and all other codes that govern. A building permit is required if there is any wood to be replaced.

__ Areas that are found to be spaced decked shall be covered with ½" exterior grade sheathing material after removing the existing decking. It is the contractors responsibility to ensure the framing and structure will support the additional load.
__ Remove existing roofing materials down to bare decking.
__ Check all roof trusses/rafters and repair/replace to ensure that new roof structure is flat and smooth without rises or depressions in roof system.
__ Replace all rotten, broken, un-even, weak, or deteriorated decking and framing.
__ Replaced/repaired decking shall be level and ready to accept felt and shingles.
__ Check all roof trusses for strength and stability before re-shingling house.
__ Remove all unused elements, vents, etc., that are not operational and close them below roof level.
__ Re-flash all valleys, vents, roof openings, and chimneys.
__ Install new boots around all roof penetrations.
__ Haul away debris immediately.
__ Use a magnetic sweep around the perimeter of house and rake away any other debris.
__ Cover with 30# asphalt impregnated felt.
__ Prepare roof decking to accept a ridge vent.
__ Re-roof with a 30 year dimensional class A fiberglass asphalt shingle. (Owners choice of color) (ANY AREA DEEMED TO NEED ROLL ROOFING MATERIAL WILL BE SELF ADHERING MODIFIED BITUMEN) CAP SHEET AND (BASE SHEET IF NEEDED) INSTALL PROPER METAL DRIP RAIL FOR THIS STYLE ROOFING.
__ Shingles must be 1st quality still in the wrapper. Seconds will not be accepted.
__ Install drip rail around perimeter of house. Shingles shall have ½" to 1 ½" overhang.
__ Install ridge vent or wind turbines, (minimum of two) as appropriate.
__ New roof shall be structurally sound and leak free.
__ Contractor shall warrant the roof to be completely leak free for one year.

Roof Total $_____

Heating and Air Conditioning

Replacement

__ Remove existing HVAC unit.
__ Install a new heating and air conditioning system. (Goodman, Nutone, or equivalent) electric heat pump package unit.
__ The new unit shall be sufficient to properly heat and cool the entire house.
__ It shall be the contractors responsibility to ensure that the new unit is properly sized.
__ New unit shall be high efficiency. Minimum of 14 seer.
__ Modify existing duct work to ensure proper operation of new unit.
__ Repair any damaged duct work.
__ Add any duct work necessary to ensure proper heating and cooling in all areas of house.
__ Upon completion of this scope of work all ductwork shall be insulated metal duct. Short runs of flexible duct may be used for connecting to supply registers and boots.
__ Ensure that all ductwork is well supported and properly strapped in place.
__ Ensure that return grille is working properly and of adequate size.
__ Replace all supply registers and return grill.
__ Clean any existing ductwork that will be re-used.
__ Homeowner shall be-supplied with 12 additional filters and-informed on the changing of filters and the frequency that they should be changed.
__ Install a new properly matched thermostat from a recognizable manufacturer.
__ A properly sized manufactured condensing unit pad must be used.
__ Existing pad may be re-used if it is not damaged and of adequate size.
__ Pad must be level.
__ Contractor must educate Homeowner on proper operation and maintenance of new unit.
__ Manufacturers consumer literature on the unit must be left with the Homeowner along with warranty information on the unit.
__ The contractor shall include all items necessary to ensure the proper operation of this unit.
This includes all connections to the electrical disconnect, and electrical service to the unit.

Electrical (INSIDE PANEL WILL NEED TO BE MOVED)

__ **Perform all electrical work per the local code and pay for all permits and fees.**
__ Install a new 200-amp service. This includes the rigid service mast, entrance head, and breaker-box with breakers. All are to be new, unused material.
__ NEW electrical panel is to be located inside of house. Panel must have at least (6) spare places.
__ Check all existing wiring, repair as needed, tighten connections and fixtures that are loose and replace those that are faulty.
__ Install a hard-wired carbon monoxide detector in a central location.
(A plug in detector that can be removed or unplugged is not acceptable.)

__ Install AC/DC tandem wired smoke detectors in a central location, one (1) in each sleeping room, on each additional story of the dwelling, including basements, but not including crawl spaces and uninhabitable attics.
__ Repair all collateral damage caused by this modification to finish quality. (THIS DOES NOT INCLUDE PAINT)

Electrical Total $_____

GRAND TOTAL $_____

BID FORM

W.E. Caffee
Assistant Purchasing Agent
Birmingham, Alabama

All work shall meet or exceed the requirements of the ICC Residential Code and the Standard Building Code ©

Any and all additions or alterations to the above specifications REQUIRE a change order and will not be allowed unless first approved by the Housing Office Rehab Specialist and final approval by the CRG Program Director. If any such work outside these specifications is made without prior authorization/approval could result in a loss of payment for work performed outside the bid specifications.

Contractor shall have a Purchase Order to cover any additional cost resulting from a change order prior to starting the related work.

Submitted below is my firm bid for the rehabilitation of a residence, located at

4628 Hillman Drive SW and in accordance with your invitation to bid dated

_____.

I the undersigned contractor, having inspected the property and familiarized myself with the requirements of the work write-up, specifications and plans, do understand the extent and character of the work to be done at:

4628 Hillman Drive SW

do propose to furnish all labor, material and equipment necessary to accomplish all of the work called for that is required by the work write-up, specifications and drawings (if any) for the rehabilitation of the property, for the sum of:

_____Dollars ($_____)

BID FORM cont'd
Signature Page

I hereby certify that we do not discriminate in employment of our personnel against any persons on account of race, creed, color, sex, or national origins, and acknowledges and agrees that the City encourages minority - and women – owned business participation to the maximum extent possible. This policy includes Historically Underutilized Business Enterprises such as architectural firms, engineering firms, investment banking firms, other professional service providers, and construction contractors as part of the City's business, economic and community revitalization programs.

EXCEPTIONS TO SPECIFICATIONS:

_____

_____

_____

Date of Bid	Company
Name (Print Legibly or Type)	Street Address
Signature	City State Zip
Title	Post Office Box
E-Mail Address	City State Zip
Tax ID Number	Terms of Payment
Telephone Number	As Stated In Bid Document Completion Date
Fax Number	E Mail Address

Bidder acknowledges receipt of _____ addendum (addenda) to this bid package
(16-45) (0, 1, 2, 3, etc.)

INDICATE THE FOLLOWING ADDRESSES IF DIFFERENT FROM ABOVE:

1. **BID AWARD NOTICE ADDRESS**
2. **PURCHASE ORDER ADDRESS**
3. **REMITTANCE ADDRESS (AND NAME IF DIFFERENT THAN ABOVE)**

Return original bid in sealed envelope. Authorized signature of bidder **must be in ink.**

ATTACHMENT A

AFFIDAVIT AND WARRANTY:

The bidder warrants that the bid submitted is not made in collusion with any other bidders, or in the interest of or on behalf of an undisclosed party; that the bidder has not, directly or indirectly, induced any other bidder to put in a sham bid or to refrain from making a bid; and that bidder has not paid or agreed to pay to any party, either directly or indirectly, any money or other thing of value for assistance or aid rendered to or to be rendered in attempting to procure the bid for the privileges provided in this invitation. All the information contained in the bid may be relied upon by the City of Birmingham in awarding rehabilitation of houses under the critical repair grant program, and everything contained herein is warranted by the bidder to be true.

NAME OF BIDDER: _____

BY: _____

ITS: _____

DATE: _____

_____
Witness