

CITY OF NORTH LITTLE ROCK, ARKANSAS
COMMERCE DEPARTMENT



120 Main Street, North Little Rock, AR 72114
P.O. Box 5757 North Little Rock, AR 72119
501-975-8881 Phone
501-975-8885 Fax

INVITATION TO BID

Bid Number: 14-3316 Date Issued: October 29, 2014

Date & Time Bid Opening: Thursday, November 14, 2014 @ 10:00 am

Community Development HOME Rehabilitation Project #511

Margie Scott, 618 West 18th Street in North Little Rock, AR

Total Project Bid Price

\$ _____

Total Project Bid Price with Alternative Items

\$ _____

For technical questions and/or comments, contact:

Shannon Carroll at 501-340-5342.

Specifications attached.

If you are obtaining this bid from our website, please be reminded that addendums may occur. It is therefore advisable that you review our listings for attachments including any changes to the bid.

The City of North Little Rock encourages participation of small, minority, and woman own business enterprises in the procurement of goods, services, professional services, and construction, either as a general contractor or sub-contractor. It is further requested that whenever possible, majority contractors who require sub-contractors, seek qualified small, minority, and woman businesses to partner with them.

EXECUTION OF BID

Upon signing this page, the organization certifies that they have read and agree to the requirements set forth in this bid including conditions set forth and pertinent information requests.

Name of Firm: _____ Phone No.: _____

Tax Identification No.: _____

Business Address: _____

Signature of Authorized Person: _____

Title: _____ Date: _____, 2014

UNSIGNED BID COVER SHEET WILL BE REJECTED.

INVITATION FOR BID INFORMATION

Date: 10-24-2014

Address of Property: 618 West 18th Street
North Little Rock, AR. 72114

Owner: Margie Scott

Maximum Amount: \$25,000.00
HOME Project

Scope of work: Electrical, plumbing, HVAC, insulation, windows, exterior doors, interior repairs, kitchen repairs, vinyl siding, windows, doors, gutters, termite treatment, Lead Based Paint Interim Controls and Cleanup, general conditions.

Margie Scott
618 West 18th Street
North Little Rock, AR. 72114
501-372-5373

Description of work

Maximum amount: \$25,000.00

Item 1 Electrical

Cost \$ _____ **A.** Install 2 new GFCIs in kitchen and 1 in bathroom.

\$ _____ **B.** Install 4 new Smoke and Carbon Monoxide detectors, hardwired to home electrical system. One (1) in every bedroom and in LR.

\$ _____ **C.** Install new receptacles and face plates throughout house, secure all receptacles and boxes to be flush with walls, includes existing blank in kitchen next to stove to receive new receptacle.

\$ _____ **D.** Install new 220 v 4-prong receptacle and new matching appliance cord for dryer, away from current location next to water heater.

\$ _____ **E.** Install new dedicated circuits to refrigerator and microwave.

\$ _____ **F.** Install service to and new 200cfm ducted vent-a-hood over stove in kitchen BROAN Allure QS1 "or equal." And new exhaust fan/light/heat combo unit in bathroom with 3 way timer/switch. Standard colors shall be approved by owner.

\$ _____ **G.** Install one (1) each new 2-light motion sensor security light at front and rear entries.

\$ _____ **H.** Install new minimum 20 slot exterior power panel with 100 amp main with mast through roof to point of attachment, includes roof flashing.

Total Cost item 1 Electrical: \$ _____

Item 2 Plumbing

Cost \$ _____ **A.** Remove and dispose of existing bathtub and install new cast iron tub of like dimensions, includes all new drain assembly, new faucets, shower head and repair of pipes in wall cavity.

Total Cost item 2 Plumbing: \$ _____

Item 3 Vinyl Siding, Windows, Doors & Gutters

Cost \$ _____ A. Replace all missing, damaged and/or rotten wood framing and trim around house with new, like material and cover all fascia, shingle mold, rake/fascia supports, trim, door and window facings with new .019" aluminum coil stock. Wet scrape and paint all other wood on porch (handrails, lattice, etc.) Colors shall be approved by owner. Clean up porch and surrounding area according to EPA HEPA vac, wet wash, HEPA vac or other method of equivalent efficacy.

\$ _____ B. Install new vinyl soffit panels to enclose all soffit and/or open rafter tails around entire perimeter of house, including front porch and ceiling. Install perforated panels every 4'. Replace every gable vent with new, like vinyl equivalent.

\$ _____ C. Remove and dispose of two (2) front & one (1) side entry doors (total of 3) and all components. Install new, pre-hung, insulated metal entry door units. New doors are to be primed and painted with two (2) coats enamel or paint specifically for metal. Color shall be approved by homeowner. Includes all new thresholds, painted trim, weather-stripping, deadbolts and lockset, keyed alike, with two (2) sets provided to homeowner. Install one (1) each new peephole, **minimum 2.25' wide view *Ultra Vision 56M132* or equal**, on new front and side entry doors at a height specified by homeowner (total of 3).

\$ _____ D. Carefully remove and dispose of all windows. Install all new windows of like dimensions and style throughout house. In addition to locks, screens, weather seal, etc. new windows shall meet the following criteria:

- a. Vinyl, fusion welded frame and sash.
- b. Double hung/ tilt in sash with night locks
- c. Minimum 7/8" insulated double pane, low-e argon gas filled glass. "Atrium" brand or equal. Submit specs with bid if different than the aforementioned.
- d. Bathroom glass shall be tempered and clear glass.

NOTE:

1. It is the desire of the NLR Community Development Agency to provide the Homeowner(s) with the **MOST ENERGY EFFICIENT WINDOWS POSSIBLE**. Contractors are asked to submit if any, proposals with specifications and prices, of any windows that vary from those specified above. NLR CDA will take into consideration

any other recommendations or combinations submitted by the contractor.

2. Contractors bid shall include all additional work required for professional "turn Key" installation. This includes but is not limited to all framing work, exterior siding and trim, interior finish work and trim, caulk, clean-up etc.

Deductive alternative: \$ _____ Cost of item 3-D with 2 standard windows in LR as opposed to picture window with 2 sidelites.

\$ _____ E. Install new **seamless** gutters and down spouts on all horizontal fascia around perimeter of house, includes maintenance free debris shields: "gutter helmet" , "leaf guard" or equal and minimum of four (4) downspouts with splash blocks at front and rear to insure positive site drainage.

NOTE: All exterior wood, fascia, soffit , door components and brick foundation have tested positive for Lead Based Paint. The purpose of this work is to COVER ALL EXTERIOR WOOD. Lead Safe Work Practices shall be implemented during this phase by a contractor certified to perform such work.

Total Cost item 3 Vinyl Siding, Windows, Doors & Gutters: \$ _____

Item 4 Interior

\$ _____ A. Remove all existing floor coverings in kitchen, utility room & hallway, bathroom, bedroom hallway and right rear bedroom #2. Conduct subfloor repairs in kitchen, bedroom #2, hallway and bathroom to bring floors up level with surrounding rooms. Remove all rotted and or deficient decking & framing members to a point of good wood over solid bearing. Install new, like decking and framing members where removed to secure and arrest any conditions associated with deterioration and rot.

\$ _____ B. Install new ¼" underlayment and new minimum 10 mil sheet vinyl in both hallways, utility closet, kitchen and bathroom.

\$ _____ C. Install new 1/2" high density foam padding and new minimum 30 oz. cut-pile plush carpet in right rear bedroom #2. Includes all tack and edge strips.

\$ _____ D. Remove all paneling on all bathroom walls and install new minimum 1/2" water resistant drywall. Tape / float all seams and paint with 2 coats interior latex.

\$ _____ E. Install new minimum 3/16" thick, 5 piece tub/shower surround, ABS "Sturdi-Fit," or equal in bathroom. Will require trimming to fit and waterproofing new surround to match existing bathroom window and sills.

\$ _____ F. Install new dryer vent, ducted to exterior through crawlspace.

\$ _____ G. Conduct a thorough cleaning of all floors, horizontal surfaces, and windows using the HEPA Vacuum, Wet Wash, HEPA Vacuum sequence to eliminate the lead dust hazard in home. **Lead certified firms only.**

NOTE: The NLR CDA will pay for One (1) clearance test. Contractor will be responsible for achieving clearance before final payment is made. Additional testing, if required for a failed first test will be the responsibility of the contractor until clearance is achieved. A copy of the Risk assessment summary is included herein.

Total Cost Item 4 Interior: \$ _____

Item 5: Insulation

Cost \$ _____ A. Install a minimum of 6" of blown cellulose insulation in attic over existing to achieve an overall depth of at least 1' throughout.

\$ _____ **B.** Install minimum 6 mil plastic sheathing to cover entire perimeter and area of crawl space under house.

\$ _____ **C.** Install new blown cellulose insulation in all exterior wall cavities around perimeter of house. Includes above and below all windows/ fire blocks and repair of all access points..

Total Cost Item 5 Insulation: \$ _____

Item 6: Termite Treatment

Cost \$ _____ **A.** Treat structure with an EPA registered and approved termiticide in accordance with label instructions and Arkansas Plant Board regulations, by a licensed exterminator. Exterminator shall provide owner with a written warranty that the application was made at the rate, concentrations, and method specified. The effectiveness of the treatment shall be for a period of one year from date of application. Re-treatment, upon evidence of continued termite activity, shall be done at no charge and in accordance with accepted trade practices. **Owner shall have the option of continued yearly renewals at their own expense.**

Total Cost Item 6 Termite Treatment: \$ _____

GENERAL CONDITIONS OF WORK:

- A. All work shall be done in an expeditious and workmanlike manner and in strict accordance with ADFA General Specifications for Housing Rehabilitation, which establishes the quality of work, desired.
- B. Colors of materials (floor coverings, shingles, paints, stains, etc.) approved by the owner shall be selected from sample chart(s) of manufacturer's standard colors to be submitted to the owner by the contractor.
- C. All appliances, furniture, fixtures, furnishings or finished surfaces, including grass, soil, driveways, Sidewalks, etc., which are disturbed, disconnected, moved or damaged by the contractor, shall be repaired, Replaced, reconnected or relocated by the contractor at no charge to the owner.
- D. All painting shall be free from brush strokes, roller marks, bubbles, dust or runs and shall provide uniform coverage, texture, and sheen.
- E. **NO LEAD BASED PAINT SHALL BE USED ON THIS PROJECT.**
- F. **BEFORE** any electrical/plumbing work is started, contractor shall furnish copy of permit and name/number of licensed electrician/plumber who is to perform the work.
- g. During construction, contractor shall maintain premises and related properties from accumulations of waste, debris, and rubbish caused by the operation.
- h. At completion of work, remove waste materials, rubbish, tools, equipment, machinery, and surplus materials due to completion of this contract.

NOTE: All permits and inspections required for completion of the project, (I.e. building, electrical, plumbing, etc.) shall be the responsibility of the contractor. Copies of all permits shall be submitted to the NLR CDA BEFORE work begins and copies of all final inspections shall be submitted to the NLR CDA upon completion.

TOTAL PROJECT COST: \$ _____

Contractor _____

By _____

Title _____

Date _____

I have read the proposed specifications for the work to be done on my home and fully understand that this is the work that will be done.

Margie Scott, Homeowner: Margie Scott **Date** 10-22-14

Shannon Carroll - Rehabilitation Officer JB 10/22/14

ALTERNATIVE ITEMS (as budget allows)

Item 1: Kitchen

Cost \$ _____ **A.** Install new high pressure laminate countertops equal in size and demensions as existing. Includes all end trim and backsplash.

\$ _____ **B.** Remove/dispose of existing and install all new base and wall cabinets equal in size and dimesion of those removed. Includes all new hardware, pulls, hinges and trim. New cabinets are to

be painted with two coats enamel or stained and sealed with 2 coats polyurethane as per homeowner.

Deductive Alternative: \$ _____ Repair existing base and wall cabinets to new, like standards, specifically includes replacing all rotted, missing and/or damaged shelves and bases, new hinges, hasps and pulls. Sand, prime and paint with 2 coats enamel.

\$ _____ **C.** Install new 10" deep, double bowl stainless steel sink with new faucet and hand held sprayer attachment. Delta, Moen or equal.

Item 2: Interior Walls, Ceilings and Floors

Cost \$ _____ **A.** Overlay all interior walls with ¼ drywall. Tape/float all seams, prime and paint with 2 coats interior latex. Includes removing, painting and re-installing all floor, wall and ceiling trim.

Cost \$ _____ **B.** scrape all "popcorn" coverings off ceiling in Right Front Bedroom. Replace any damaged drywall with new like materials. Tape and float all seams, spray new 'popcorn' material and paint entire ceiling with 2 coats interior latex.

Deductive alternative: \$ _____ price without new 'popcorn'

\$ _____ **C.** Install 5 new 52" 5-blade ceiling fans with light kits. 1 each in living room, dining room and 3 bedrooms.

\$ _____ **D.** Remove and dispose of remaining carpets throughout house and install new ½" high density foam padding and new minimum 30 oz. cut-pile plush carpet in living room, Den, right front bedroom #1 and left front bedroom #3. Includes all tack and edge strips.

Item 3: Exterior

Cost \$ _____ **A.** Install 3 new sets of aluminium shutters to match 3 window openings at front of house. Color shall be approved by owner.

\$ _____ **B.** Install new aluminum awning over side entry door. Color shall be approved by owner.

**TERMS AND STANDARD CONDITIONS
CITY OF NORTH LITTLE ROCK, ARKANSAS**

PLEASE READ CAREFULLY

1. When submitting an "Invitation to Bid," the bidder warrants that the commodities covered by the bid shall be free from defects in material and workmanship under normal use and service. In addition, bidder must deliver new commodities of the latest design and model, unless otherwise specified in the "Invitation to Bid."
2. Prices quoted are to be net process, and when an error is made in extending total prices, the City may accept the bid for the lesser amount whether reflected by extension or by the correct multiple of the unit price.
3. Discounts offered will be taken when the City qualifies for such. The beginning date for computing discounts will be the date of invoice or the date of delivery and acceptance, whichever is later.
4. When bidding other than the brand and/or model specified in the "Invitation to Bid," the brand and/or model number must be stated by that item in the "Invitation to Bid," and descriptive literature be submitted with the bid.
5. The City reserves the right to reject any and all bids.
6. The Purchasing office reserves the right to award items, all or none, or by line item(s).
7. Quality, time and probability of performance may be factors in making an award.
8. Bid quotes submitted will remain firm for 30 calendar days from bid opening date; however, the prices may remain firm for a longer period of time if mutually agreeable between bidder and the Department of Commerce and Governmental Relations.
9. Bidder must submit a completed signed copy of the front page of the "Invitation to Bid" and must submit any other information required in the "Invitation to Bid."
10. In the event a contract is entered into pursuant to the "Invitation to Bid," the bidder shall not discriminate against any qualified employee or qualified applicant for employment because of race, sex, color, creed, national origin or ancestry. The bidder must include in any and all subcontracts a provision similar to the above.
11. Sales or use tax is not to be included in the bid price, but is to be added by the vendor to the invoice billing to the City. Although use tax is not to be included in this bid, vendors are to register and pay tax direct to the Arkansas State Revenue Department.
12. Prices quoted shall be "Free on Board" (F.O.B.) to destination at designated facility in North Little Rock. Charges may not be added after the bid is opened.
13. In the event of two or more identical low bids, the contract may be awarded arbitrarily or for any reason to any of such bidders or split in any proportion between them at the discretion of the Department of Commerce and Governmental Relations.
14. Specifications furnished with this Invitation are intended to establish a desired quality or performance level, or other minimum dimensions and capacities, which will provide the best product available at the lowest possible price. Other than designated brands and/or models approved as equal to designated products shall receive an equal consideration.
15. Samples of items when required, must be furnished free, and, if not called for within 30 days from date of bid opening, will become property of the City.
16. Bids received after stated time for opening will not be considered.
17. Guarantees and warranties should be submitted with the bid, as they may be a consideration in making an award.
18. **CONSTRUCTION**
 - A. Contractor is to supply the City with evidence of having and maintaining proper and complete insurance, specifically Workman's Compensation Insurance in accordance with the laws of the State of Arkansas, Public Liability and Property Damage. All premiums and cost shall be paid by the Contractor. In no way will the City be responsible in case of accident.
 - B. When noted, a Certified check or bid bond in the amount of 5% of total bid shall accompany bid.
 - C. A Performance Bond equaling the total amount of any bid exceeding \$10,000.00 must be provided for any contract for the repair, alteration or erection of any public building, public structure or public improvement (pursuant to Act 351 or 1953 as amended by Act 539 of 1979).
19. **LIQUIDATED DAMAGES** - Liquidated damages shall be assessed beginning on the first day following the maximum delivery or completion time entered on this bid form and/or provided for by the plans and specifications.
20. **AMBIGUITY IN BID** - Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance by the bidder with specifications, instructions, and all conditions of bidding shall be construed in the light most favorable to the City.
21. The bid number should be stated on the face of the sealed bid envelope. If it is not, the envelope will have to be opened to identify.
22. Whenever a bid is sought seeking a source of supply for a specified period of time for materials and services, the quantities of usage shown are estimated ONLY. No guarantee or warranty is given or implied by the participants as to the total amount that may or may not be purchased from any resulting contracts. These quantities are for the bidders information ONLY and will be used for tabulation and presentation of bid and the participant reserves the right to increase or decrease quantities as required.
23. The City of North Little Rock reserves the right to reject any and all bids, to accept in whole or in part, to waive any informalities in bids received, to accept bids on materials or equipment with variations from specifications in those cases where efficiency of operation will not be impaired, and unless otherwise specified by the bidder, to accept any item in the bid. If unit prices and extensions thereof do not coincide, the City of North Little Rock may accept the bid for the lesser amount whether reflected by the extension or by the correct multiple of the unit price.
24. Additional information of bid forms may be obtained from:
DEPARTMENT OF COMMERCE AND GOVERNMENT AFFAIRS, 120 Main Street, P.O. Box 5757, North Little Rock, Arkansas 72119 (501) 975-8881.