

## Contractor Bid Request

November 1, 2024

**Homeowner Name:**

**Project Address:** Newark, CA 94560

**Homeowner Contact:**

**Walkthrough Date:** 11/05/2024 from 10am to 12pm

**Bid Due Date:** 11/29/2024 at 5pm

**Project Description:** This is a 1,464 sq. ft. single-family house built in 1962 that needs exterior maintenances, attic insulation improvement, bathroom remodel, water damage repairs, correct drain/waste/vent, new HVAC, and laundry room upgrades. This project also calls for replacements of shingle roof, interior doors, water supply lines (re-pipe), floors, windows, and light fixtures (limited).

Habitat for Humanity East Bay Silicon Valley ("Habitat") is now soliciting estimates for the rehabilitation of the property listed above as outlined in below. This work is being financed through a construction loan, made available to homeowners as part of the **Renew Alameda** Managed Services Program.

To be considered for the project, contractors are required to send a representative to attend the project walk-through scheduled for **11/05/2024**, from **10am to 12pm**. This is an opportunity to view the property, meet the client and learn more about the project. Habitat will be limiting the total number of attendees to four (4) contractors. Contractors will be assigned a 30-minute appointment time on a first come, first serve basis. Contractors through and are encouraged to bring their preferred subcontractors and may schedule a separate visit with the homeowner prior to the due date if needed. Attendees are encouraged to provide a list of references, photos of past work or any marketing materials to provide homeowners at this time.

In an effort to protect clients, contractors and staff, all participating parties must comply with COVID-19 protocol at all times when on-site. Contractors are to arrive promptly at their assigned start time and wait outside the home until directed to enter. If the contractor's representative is going to be late, please call ahead to notify Habitat Staff and wait to enter the property until directed.

Prior to entering into any contract, the awarded contractor must submit proof of the following:

- Current Class "B" General Building Contractor's License
- License, bonding, and insurance (General Liability and Auto) and in good standing with the Contractor's State License Board
- Worker's Compensation Insurance
- California Department of Health Lead Safe Supervisor/Worker Certification (as required)

Habitat staff contacts for this project are listed below. All questions related to project scope must be submitted in the form of a written "Request for Information" by e-mail within two days of the Walkthrough.

Linh Nguyen – Construction Coordinator: (510) 803-3319; [LNguyen@habitatebsv.org](mailto:LNguyen@habitatebsv.org)

Michael Molinari – Director, Program Services: (510) 803-3301; [MMolinari@habitatebsv.org](mailto:MMolinari@habitatebsv.org)

Jason Harrison – Inspector: (510) 751-6675; [JHarrison@habitatebsv.org](mailto:JHarrison@habitatebsv.org)

### BIDDING DIRECTIONS

The below Scope of Work was developed by Habitat staff based upon an inspection of this property. The following items are listed in order of their priority. Contractors must provide a complete bid using this “Bid and Proposal” section at the back of this document. Please use the “Contractor Notes” section to provide any additional detail related to your proposed methods and materials or make note of additional considerations.

“Requests for Information” regarding the Scope of Work must be submitted **by e-mail** within five (5) business days of the walk-through. Responses will be e-mailed to all contractors no later than five (5) days prior to bid closing. Bids must be received by **5 p.m.** on the due date listed above. Late or incomplete bids will not be accepted. Contractors will be notified of the homeowner’s selection within approximately fifteen (15) business days of the bid closing. Late or incomplete bids will not be accepted. Failure to submit a bid in a timely manner may result in removal from Habitat’s contractor distribution list.

Contractors are to refer to the “Habitat General Product Specifications” form provided at the time of bidding for product specification and price allowance information. Allowances are listed under “Item Descriptions” below for select fixtures and finishes, as well as permitting costs. Bidding contractors are to include the **ALLOWANCE AMOUNT** listed, **PLUS** related labor, incidental material and subcontractor costs, and their fee including profit and overhead, to determine the line item bid price. The Contractor is responsible for submitting all receipts and other rights to payment along with invoices for “Allowance” materials.

Rank/Priority	Item Description
1	<p><b>Roof Replacement - Shingle Roof</b>  Replace shingle roof install sheathing  Work to exclude accessory structures. Contractor to advise if cool roof materials should be used due to sun exposure.</p> <ol style="list-style-type: none"> <li>1. Remove existing roofing material, roof paper, vents, jacks and flashing, and gutters. Dispose of debris and sweep area clean of all nails /staples. Visibly dry rot material to be replaced “like with like” and splicing only in agreed upon circumstances. Prime and back prime all materials. Price to include touch up paint.</li> <li>2. Install roofing paper/membrane, Install dimensional asphalt composition shingle; UL Class A fire resistance, and 30-year warranty (local industry standard).</li> <li>3. Install galvanized metal drip edge/eave trim, and valley flashing.</li> <li>4. Price to include installation of roof venting (high profile ridge or other).</li> <li>5. Install five-inch (5”) Aluminum fascia gutters and downspouts with concrete or plastic composite splash blocks and leaders. Direct water away from foundation.</li> </ol> <p>*5-year labor warranty  *30-year manufacturer’s shingle warranty (Minimum)  Work to be permitted and inspected  Exclusions: Replacement of damaged sheathing, framing and eaves not included in this price. Replacement of damaged materials will be included in cost via Change Order when extent of damage is determined after demo.</p>

2	<p><b>Exterior Maintenance</b></p> <p>Upstairs addition shows signs of molding and water damage on exterior. Properly test for mold, clean siding, and repair missing siding and flashing. Ensure ventilation is present and operating properly or install adequate venting. Damage will be known when roof is removed.</p> <p>Work to exclude accessory structures.</p> <p>Work to be permitted and inspected if required</p>
3	<p><b>Improve Attic Insulation</b></p> <p>Insulation Contractor to upgrade existing attic insulation to meet current code standards. Batt or blown in cellulose unless otherwise noted.</p> <p>Clean and vacuum all debris prior to insulating.</p> <p>Work to be permitted and inspected if required</p>
4	<p><b>Bathroom Remodel</b></p> <p><i>Bathroom Materials Allowance: \$4,500.00</i></p> <p>Material Allowance includes shower pan, surround, shower door, shower fixtures, vanity, faucet, light fixture, exhaust fan, hardware set, grab bars, medicine cabinet, and finish flooring.</p> <p>Would like vanity top that extends over toilet to maximize space, possibly install cabinets above as well. During demo walls to be framed to accept inset shelving and medicine cabinets. Contractor to advise if toilet and vanity can change places for privacy, if so provide pricing for all work required.</p> <ol style="list-style-type: none"> <li>1. Demo as necessary to expose and address dry rot, old casing, substandard plumbing, and old wiring.</li> <li>2. Install new high quality vinyl flooring or tile over appropriate underlayment. Price to include baseboards.</li> <li>3. Install low curb shower pan, mixer valve and fixtures.</li> <li>4. Install solid, three-piece wall surround cultured marble or similar to code and manufacturer's specifications. To include inset shelving or storage accessories per customer preference.</li> <li>5. Install glass shower door</li> <li>6. Install vanity, top and sink, and faucet. Connect lavatory plumbing including new angle stops, metal braid flex water supply lines and P-trap assembly.</li> <li>7. Install grab bars as needed supported on properly supported blocking. Consult homeowner on location and amount</li> <li>8. Install four (4) piece hardware bar set, medicine cabinet with mirror or mirror.</li> <li>9. Electrical modifications as required including new light fixture(s), exhaust fan. Provide code required switching, humidistat and occupancy sensor (wall switch control).</li> <li>10. Homeowner to keep existing toilet, reinstall and ensure electrical outlet behind toilet meets all requirements.</li> <li>11. Paint ceiling, walls and trim and doors with two (2) coats semi-gloss paint over primer. Homeowner and contractor to agree on color and finish.</li> </ol>

	<p>Work to be permitted and inspected</p> <p>Homeowner and contractor to agree on all materials, and finishes</p>
5	<p><b>Replace Interior Doors</b></p> <p><i>Door and Hardware Allowance: \$500.00</i></p> <p>After upstairs bathroom demo is complete replace pocket door. Follow all manufacturers guidelines ensuring door opens/closes, locks/unlocks properly before closing up the shower walls. Homeowner and contractor to agree on model, color, and finish.</p> <p>Work to be permitted and inspected if required</p>
6	<p><b>Water Damage Repairs</b></p> <p>Water damage present in both bedrooms and bathroom on second floor. Extent of damage will be known after roof removal.</p> <p>Remove wet or moldy drywall at specified areas. Demo area to existing framing. Add backing and blocking as necessary to assure solid edge and field nailing. If exterior wall, install maximum R value insulation that wall thickness will allow prior to installing new drywall. If work is in damp areas (laundry, bath, kitchen) install green or purple board and damp approved joint compound. If new work is adjacent to a garage or at a water heater or furnace enclosure, use Type X (fire resistant) drywall and appropriate taping.</p> <p>Exclusions: Replacement of damaged framing is not included in this price. Conditions to be assessed post demo and price adjusted as needed via Change Order.</p>
7	<p><b>Correct Drain/Waste/Vent</b></p> <p>Problems with drains.</p> <p>Provide pricing to have inspection done if needed. Suggest full or partial replacement if a determination can be made visually.</p> <p>Work to be permitted and inspected</p>
8	<p><b>Replace Water Supply Lines (Re-pipe)</b></p> <p>Investigate water lines at downstairs bathroom and change all galvanized pipe and connections to copper to match existing pipe type.</p> <p>Replace hot and cold-water supply lines in home where galvanized pipe exists. Replace with Type M hard copper or Type L soft copper PEX to all fixtures. Contractor to note preference. Properly patch all damage to interior finishes and texture to match. Homeowner complains of discolored water from shower, check all piping to ensure copper is present.</p> <p>*Work to be permitted and inspected.</p>
9	<p><b>Install New HVAC</b></p> <p>Replace existing non-conforming or inefficient heating system. Contractor to recommend multi zone HVAC system replacement, new system must meet all title 24 requirements and pass Hers testing. Pricing to include all installation</p>

	<p>requirements, patching and touchup paint. Homeowner and contractor to agree on gas, electric, or heat pump for new system. Price to include terminating connections in old closet, wiring new circuit/shutoff for A/C, new connections needed in garage. Pricing to include, programable thermostat, additional ductwork, all materials, labor, and testing.</p> <p>New furnace will need to be relocated from small closet to garage, consult homeowner on exact location.</p> <p>Work to be permitted and inspected 10 yr. limited parts and 20 yr. manufacturer warranty required</p>
10	<p><b>Laundry Room Upgrades</b> Bring existing laundry room plumbing, gas, electrical, and ventilation into compliance. Price to include the following:</p> <ol style="list-style-type: none"> <li>1. Installation of a new laundry box. Work to include flex lines, angle stops, drain line, etc.</li> <li>2. Replacement or installation of new laundry tub. Work to include flex lines, angle stops, drain line, etc.</li> <li>3. Correction of existing dryer exhaust venting.</li> <li>4. Correction of overhead gas lines for dryer, water heater.</li> <li>5. Correction of water heater closet, ensure code compliance of current water heater installation.</li> <li>6. Correction of water lines, move into wall, ensure code compliance.</li> <li>7. Correction of wiring for water heater, washer/dryer, ensure code compliance.</li> <li>8. Install cabinets/storage to house WH, around washer/dryer, HVAC. Homeowner and contractor to agree on type, finish, and layout.</li> <li>9. Replace any missing insulation and drywall on the ceiling.</li> </ol> <p>Work to be permitted and inspected</p>
11	<p><b>Replace Floors</b> <i>Flooring Allowance: \$5.50 /sf</i> Remove and replace approx. 1000sf of carpeting with solid plank vinyl or laminate flooring. Four bedrooms, hallway, and staircase. Consult homeowner on square or bull nosing for stair treads. Flooring allowance includes underlayment, finish flooring and baseboards.</p> <ol style="list-style-type: none"> <li>a. Demo and dispose of existing flooring. Repair all damaged, rotted or loose sub-floor and install appropriate underlayment where needed.</li> <li>b. Install new flooring as specified. Flooring to be continuous from room to room when possible. Work will include installation of primed and painted baseboard or ¼ round to match existing trim and all required transitions.</li> <li>c. All transitions to be same model/color as flooring. Might limit choices with required staircase transitions, ensure all are available.</li> </ol> <p><b>**Note:</b> Unless specified, price does not include upgrades or repairs to subfloor. All related sheathing, framing and dry rot repair will be completed via change order following demo and inspection.</p> <p>Work to be permitted and inspected if required</p>

12	<p><b>Replace Window(s)</b>  <i>Window Allowance: \$1,000.00</i>            Replace one window in front room of house. Contractor to verify count. Consult homeowner on new configuration.            Ensure new window is installed with proper window sealant and siding is secure and watertight around opening.            Make all measurements for accurate install and recommend best solution to work with existing interior and exterior conditions. Install new double pane, low E replacement type vinyl window(s) with fusion welded frame and argon insulation layer. All new windows must meet the energy performance standards of California's Energy Code. Unless noted, replacement windows are to fit within existing framed opening. Window type to match existing unless alteration is requested or required by code. Install new exterior and interior casings and touch up paint as needed. Work will include planning, equipment and material acquisition.            Exceptions: Unless noted scope does not include replacement of security bars and related hardware. When applicable, existing blinds or drapes to be removed, retained and reinstalled.            *Work to be permitted and inspected (if required).</p>
13	<p><b>Exterior Maintenance</b>            Remove mini split units on both sides of the home. They are located at the top of exterior walls, all associated hardware, lines, and electrical need to be removed. Walls will need to be repaired where these lines entered the home.</p>
14	<p><b>Replace Light Fixtures - Limited</b>  <i>Lighting Allowance: \$100.00 per light</i>            Contractor to suggest recessed or similar lighting solution for the upstairs rooms, hallway, and staircase. Ensure proper lighting and switches are operating at both staircase landings.            All fixtures to be energy efficient JA8 certified products, Title 24 compliant. Contractor to verify fixture count and locations. Price to include lamps/bulbs. Homeowner and contractor to agree on model and color.             Work to be permitted and inspected.</p>
15	<p><b>Hauling and Disposal</b>            Properly dispose of all construction debris and waste materials. Provide roll off dumpster or other solution – consult with homeowner on location. Waste is not to accumulate on site during duration of project. Site to be left broom clean daily with haul-off of debris weekly or more often if required to maintain worksite. Refrigerants and other hazardous waste to be properly disposed of per state and local ordinance.</p>
16	<p><b>Project Staging and Site Prep</b>            Costs related to staging and site preparation to ready project for construction.            1. Owner responsible for packing belongings, identifying items to be moved, preparing on-site location for storing belongings or coordinating</p>

	<p>storage container/unit. Owner responsible for proper disposal of trash and debris prior to job start. Contractor's proposal to include cost of labor to haul goods at commencement and completion to onsite location to be determined. Neither Contractor nor Administrator are responsible for loss or damage of Borrowers goods during transport or storage.</p> <p>2. Contractor to properly protect surfaces and fixtures prior to commencement of the project. This will include all Ramboard or equivalent on all unprotected flooring, protection of casing and trim at openings where existing is to remain, and zip-walls and dust containment to prevent contamination of unaffected spaces during construction.</p>
17	<p><b>Temp Facilities</b></p> <p>Provide portable sanitary facilities, including hand wash station, with weekly service, during duration of project.</p>
18	<p><b>Permits and Fees</b></p> <p><i>Permit Allowance: \$2,000.00</i></p> <p>Contractor is responsible for obtaining and submitting all documents required to secure a building permit as required by local and state ordinance, including plan review and inspections fees. Contractor is assumed to be professional and knowledgeable regarding when permits are required for contracted Work. Contractor is responsible for submitting all receipts and other rights to payment along with invoices. If costs exceed the amount specified, said costs shall be accounted for in a Change Order and approved by the homeowner. If the amount is less than the amount specified it will be subtracted from the final amount of the contract.</p>

- Exclusions:** Any items not included in the above scope of work, including:
- Correction of existing unpermitted work not disclosed to Habitat or contractor;
  - Costs related to temporary displacement of occupants;
  - Costs related to storage of homeowner's belongings during duration of project.

## Contractor's Bid and Proposal

Priority	Item Description	Item Price
1	Roof Replacement - Shingle Roof	\$
2	Exterior Maintenance	\$
3	Improve Attic Insulation	\$
4	Bathroom Remodel Bathroom Materials Allowance: \$4,500.00	\$
5	Replace Interior Doors Door and Hardware Allowance: \$500.00	\$
6	Water Damage Repairs	\$
7	Correct Drain/Waste/Vent	\$
8	Replace Water Supply Lines (Re-pipe)	\$
9	Install New HVAC	\$
10	Laundry Room Upgrades	\$
11	Replace Floors Flooring Allowance: \$5.50 /sf	\$
12	Replace Window(s) Window Allowance: \$1,000.00	\$
13	Exterior Maintenance	\$
14	Replace Light Fixtures – Limited Lighting Allowance: \$100.00 per light	\$
15	Hauling and Disposal	\$
16	Project Staging and Site Prep	\$
17	Temp Facilities	\$
18	Permits and Fees Permit Allowance: \$2,000.00	\$
<b>Total Bid Price</b>		<b>\$</b>

**Contractor Notes:****Contractor Business Name:** \_\_\_\_\_

**Primary Contact Name:** \_\_\_\_\_

**Business E-mail:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_

**Expected Project Duration (Weeks):** \_\_\_\_\_

**Maximum Project Duration (Weeks):** \_\_\_\_\_

**Homeowner Displacement Duration (Weeks)** \_\_\_\_\_

Homeowner will be required to be displaced whenever bathroom or kitchen are unavailable, electrical or plumbing service is interrupted, or interior remediation of lead or asbestos is taking place.

**Labor Rates by Trade (\$/hr)**

1. Labor: \$ \_\_\_\_\_/hr

2. Carpentry: \$ \_\_\_\_\_/hr

3. Mechanical: \$ \_\_\_\_\_/hr

4. Electrical: \$ \_\_\_\_\_/hr

5. Plumbing: \$ \_\_\_\_\_/hr

6. Supervision \$ \_\_\_\_\_/hr

7. Project Management \$ \_\_\_\_\_/hr

**Listing of proposed subcontractors and CSLB license numbers:**

Electrical: \_\_\_\_\_

Mechanical: \_\_\_\_\_

Roofing: \_\_\_\_\_

Plumbing: \_\_\_\_\_

Painting: \_\_\_\_\_

Abatement: \_\_\_\_\_

Other: \_\_\_\_\_

**Contractor Certification**

I have personally inspected the aforementioned premises and to the best of my knowledge am aware of all the requirements of the work to be performed. I will furnish all materials and accomplish all of the work described herein for the sum of (written):

\$ \_\_\_\_\_

**General Contractor:** \_\_\_\_\_  
(Signature) (Date) (License #)