

## Contractor Bid Request

April 26, 2023

**Homeowner Name:** [REDACTED]

**Project Address:** [REDACTED]

San Leandro CA, 94578

**Homeowner Contact:** [REDACTED]

**Walkthrough Date:** Tuesday, May 2nd from 10 am to 12 pm

**Bid Due Date:** Friday, June 2<sup>nd</sup> at 5 pm

**Project Description:** Exterior focused scope including stucco replacement and painting, carpentry repairs, replacement of one (1) exterior door and the overhead garage door.

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

To be considered for the project, contractors are required to send a representative to attend the project walk-through scheduled for **Tuesday, May 2<sup>nd</sup> from 10 am to 12 pm**. 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.

Jon McPherson – Inspector:

(510) 338.9405; [jmcperson@habitatebsv.org](mailto:jmcperson@habitatebsv.org)

Forrest Brown – Project Manager:

(510) 803-3327; [fbrown@habitatebsv.org](mailto:fbrown@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 **Friday, June 2<sup>nd</sup> at 5 pm**. 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.

Priority	Repair Description
1	<p>Replace Stucco - Front &amp; Side Wall Below work to occur in following locations.</p> <ol style="list-style-type: none"> <li>1. Front wall at garage</li> <li>2. Side wall from corner to service chimney;</li> </ol> <p>---</p> <p>Demo garage door casing and stucco at locations listed. Extent to be determined at time of bidding. Install flashing, house wrap/moisture barrier, stucco netting, etc. per industry standard. Apply new stucco including finish color coat or paint to match. Replace garage door casing in-kind and paint to match. Reinstall any fixtures removed during course of work.</p> <p><b>Note:</b> Extent of damage to framing and sheathing to be determined upon completion of demo and incorporated into contract price via separate Change Order.</p>
2	<p>Replace Overhead Garage Door <b>Garage Door Materials Allowance:</b> \$2,000.00 <i>Allowance includes overhead garage door, rails rollers and motor.</i></p> <p><b>Inspector Note:</b></p> <ol style="list-style-type: none"> <li>a. Install a four- or five panel sectional roll up, insulated enameled steel garage door (Coplay, Amarr or equivalent). Include locking mechanism and all rails and rollers, and heavy-duty weather stripping on bottom of door.</li> <li>b. Install an automatic garage door opener (Genie, Chamberlain or equivalent) including one (1) programmable digital radio control. Include one (1) wall mounted switch near door to living quarters.</li> </ol> <p>*Work to be permitted and inspected (if required).</p>
3	<p>Replace Pre-Hung Exterior Door(s) <b>Door &amp; Hardware Allowance:</b> \$1,000.00 Replace total of <b>(1)</b> doors in following location: Garage side entry service door</p>

	<p>Replace door and frame and frame with pre-hung, pre-primed exterior grade door to match existing. Make all measurements for accurate install and recommend best solution to work with existing interior and exterior conditions. All new exterior doors must meet the energy performance standards of California's Energy Code. Install replacement type, pre-hung insulated door. Any lites to be dual glazed, low E glass with Argon insulation layer and 0.35 or lower U factor.</p> <p>Install new casing to match existing style. Work will include planning, equipment and material acquisition, area prep and protection, setup and cleanup.</p> <p>*Work to be permitted and inspected (if required).</p>
4	<p>Replace Exterior Railings</p> <p>a. Replace all existing iron hand rails and guard rails at stairs, porches, walkways. New rails to be code compliant for height and horizontal load bearing capacity.</p> <p>b. Replace all wood hand and guard rails at decks at back of property.</p> <p>c. Repair or replace all loose or worn treads at stairs to hot tub.</p>
5	<p>Site Work</p> <p>a. Cut back overgrowth in rear yard to establish defensible perimeter.</p> <p>b. Clear overgrown vines on fence at side yard.</p> <p>c. Repair or replace fence at garage side of house</p>
6	<p>Project Staging and Site Preparation:</p> <p>Costs related to staging and site preparation to ready project for construction.</p> <p>a. Owner responsible for packing belongings, identifying items to be moved, preparing on-site location for storing belongings or coordinating 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 on site location to be determined. Neither Contractor nor Administrator are responsible for loss or damage of Borrowers goods during transport or storage.</p> <p>b. Contractor to properly protect all interior surfaces including flooring, walls and fixtures prior to commencement of the project, and to refresh protection as needed during course of construction. To include 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>
7	<p>Hauling and Disposal:</p> <p>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>
8	<p>Temporary Facilities:</p> <p>Provide portable toilet with hand washing station for workman during duration of project.</p>
9	<p>Permits and Fees</p> <p><b>Permit Allowance: \$1,500.00</b></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.</p> <p>Contractor is responsible for submitting all receipts and other rights to payment along</p>

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

## Contractor's Bid and Proposal

Priority	Item Description	Item Price
1	Replace Stucco - Front & Side Wall	\$
2	Replace Overhead Garage Door <b>Materials Allowance:</b> \$2,000.00	
3	Replace Exterior Door – Garage Service Door <b>Materials Allowance:</b> \$1,000.00	
4	Replace Exterior Railings	\$
5	Site Work	\$
6	Staging and Site Preparation	\$
7	Hauling and Disposal	\$
8	Temporary Facilities	\$
9	Permits and Fees <b>Permit Allowance:</b> \$1,500.00	\$
<b>Total Bid Price</b>		\$

**Inspector Note:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Stucco: \_\_\_\_\_

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 #)