



## Contractor Bid Request

January 17, 2023

**Project Number:** 8051-069

**Project Address:** [REDACTED]

Oakland CA, 94608

**Walkthrough Date:** Tuesday, January 24<sup>th</sup>, from 10 am to 12 noon

**Bid Due Date:** Friday, Feb. 24<sup>th</sup>

**Project Description:** 1.5 story, 2 bedroom, 2 bathroom home **built in 1896**. Work includes replacement of the existing roof, exterior maintenance and painting including extensive lead abatement, electrical and HVAC upgrades.

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, January 24<sup>th</sup>**, from **10 am to 12 noon**. 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 must RSVP at least 48 hours prior to the walk through and are encouraged to bring their preferred subcontractors and may schedule a separate visit with the homeowner prior to the due date as needed. Contractors are encouraged to provide a list of references, photos or any marketing materials to 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 the start time listed and wait outside the home until directed to enter, provide their own PPE, observe CDC social distancing guidelines and refrain from touching surfaces inside the home. 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.

Alex Colt – Inspector: (510) 803-3342; [acolt@habitatebsv.org](mailto:acolt@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 notes section provided to provide any detail related to your proposed methods and materials.

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.

Prior to issuance of a “Notice to Proceed”, the selected contractor and homeowner are to complete a Materials Schedule (Provided by Habitat staff) identifying products to be incorporated into the project's Scope of Work. The Contractor is responsible for submitting all receipts and other rights to payment along with invoices for these materials. 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 deducted from the final amount of the contract.

“Requests for Information” regarding this Scope of Work must be submitted **by e-mail** within two (2) business days of this 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 Friday, Feb. 24<sup>th</sup>**. Late or incomplete bids will not be accepted. Contractors will be notified of the homeowner’s selection within ten (10) 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.

| <b>Priority</b> | <b>Repair Description</b>   |
|-----------------|---|
| 1               | <p>Roof Replacement - Shingle roof and gutters</p> <p>a. Remove existing roofing material, roof paper, vents, jacks and flashing, and gutters. Dispose of debris and sweep area clean of all nails /staples.</p> <p>b. Install new decking, if needed, and dimensional asphalt composition shingle; UL Class A fire resistance, and 30 year warranty (local industry standard.)</p> <p>c. Install galvanized metal drip edge/eave trim, and valley flashing. Install roofing 15# minimum paper/membrane.</p> <p>d. Price to include installation of roof venting (high profile ridge or other.)</p> <p>e. Install four-inch (4”) Aluminum fascia gutters and downspouts with concrete or plastic composite splash blocks and leaders. Direct water away from foundation.</p> <p>f. Dry rot fascia to be replaced – “like with like” and splicing only in agreed upon circumstances. Prime and back-prime all materials.</p> <p>*5 year labor warranty and 30 yr. Manufacturer’s Shingle Warranty.</p> <p><b>Exclusions:</b> Replacement of damaged sheathing , framing and eaves is not included in this price. Replacement of damaged materials will be included in cost via Change Order when extent of damage is revealed during demo.</p> |
| 2               | <p>Exterior Maintenance and Painting – <b>LEAD PAINT PRESENT</b></p> <p>1. <b>Exterior Maintenance</b> – Replace visible dryrotted or damaged wood including crawlspace access doors, trim around vents and window/door casing and sills, fascia and rafter tails.</p>  |

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|   | <p><b>2. Paint entire exterior of home</b> - Properly protect hard surfaces, fixtures and homeowner belongings. Prep surfaces following appropriate lead safe practices prior to commencement of any painting. Caulk all seams and cracks. Apply two coats of quality paint and primer to be applied to all exposed siding, trim, eaves, doors and exterior handrail/guardrail. Consult with owner on color and finish. Exterior paint limited to 3 colors total unless otherwise agreed upon with contractor.</p> <hr/> <p><b>OUTSIDE THE HOME (Exterior)</b></p> <p><b>Exterior Paint Results:</b> There is a <b>High risk</b> of exposure from some areas of exterior lead paint. The inspectors tested paint on <b>29</b> components, of these, <b>21</b> were found to contain lead in concentrations above the California Department of Health Services (DHS) and HUD standards.</p> <p><b>Soil Results:</b> There is a <b>High</b> of exposure from some areas of bare soil. <b>2</b> soil samples were collected and sent to the lab for analysis. <b>Both results are above the thresholds set by HUD and DHS.</b></p> <p><i>*When lead is present contractors should refer to lead test results for specific locations and follow lead safe practices and properly protect hard surfaces, fixtures and homeowner belongings. Contractor must provide proof of CDPH Lead Safety Worker Certification and follow state and federal lead safety guidelines during painting and remediation. Lead clearance testing to be ordered by Habitat upon completion of painting. Contractor responsible for any additional clearance testing required due to failed testing.</i></p>  |
| 3 | <p>Electrical Improvements:<br/>Upgrade electrical service to dwelling – upgrade service to 200 amps.</p> <p>a. Disconnect and dispose of existing panel, meter, weather head, service connection, etc. <b>Existing equipment located inside home at rear addition.</b> Upgrade and relocate service and fit and mount new main panel to code at utility approved exterior location. Wire and connect necessary circuits and breakers. Price to include planning, equipment and material acquisition, area preparation and protection, setup and cleanup.</p> <p>b. Work will include new wiring to upgrade home with Romex; replace older, brittle runs with new outlets, switches, fixtures and boxes. All abandoned conduit, plugs and boxes to be removed. Ensure all wiring and outlets to code, including protected exterior GFCI plugs.</p> <p>c. <b>Properly patch all damage to interior and exterior finishes. Texture and paint to match. There is insufficient budget for separate wall repair and interior painting.</b> Contractor to minimize damage to walls and ceilings on ground floor but this area should be treated as storage space/basement and minimal electrical installed there. *Work to be permitted and inspected.</p> <p><b>INSIDE THE HOME (Interior)</b></p> <p><b>Interior Paint Results:</b> There is a <b>High risk</b> of exposure from some areas of interior lead paint. The inspectors took <b>133</b> readings. Of these, <b>58</b> were found to contain lead in concentrations above the California DHS and HUD standards.</p> <p><b>Dust Results:</b> There is a <b>High risk</b> of exposure from dust, <b>4</b> of <b>8</b> dust samples collected was found to contain lead in excess of the California DHS or HUD standards. Testing was limited to representative sampling. These results indicate that lead hazards may exist in other areas as well. <b>Window sills in Bedroom #1, Dining Room &amp; Kitchen. Bedroom #2 Floor.</b></p> <p><i>*When lead is present contractors should refer to lead test results for specific locations and follow lead safe practices and properly protect hard surfaces, fixtures and homeowner</i></p> |

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|    | <i>belongings. Contractor must provide proof of CDPH Lead Safety Worker Certification and follow state and federal lead safety guidelines during painting and remediation. Lead clearance testing to be ordered by Habitat upon completion of painting. Contractor responsible for any additional clearance testing required due to failed testing</i>   |
| 4  | <p>Lighting and Electrical Fixtures</p> <p>Remove and replace <b>all existing fixtures</b> on interior and exterior of home. All fixtures to be energy efficient JA8 certified products. Price to include lamps. Contractor to verify fixture count and locations.</p> <p><b>Lighting Allowance: \$1,500.00</b></p>  |
| 5  | <p>Front Stairs Repairs</p> <p>Repair front steps as best possible. Work will include replacement of dryrotted and worn members including treads, risers and include install of new handrail system.</p> <p><b>Exceptions:</b> Painting covered under prior line item.</p>   |
| 6  | <p>Gas Line from meter:</p> <p>Install new gas line to existing gas appliances from meter. Includes new valves. All work to code, permitted and inspected.</p>   |
| 7  | <p>Replace Water Heater:</p> <p>Replace water heater (in-kind) with minor adjustment for location. Existing installation is faulty and improperly vented.</p> <ul style="list-style-type: none"> <li>a. Remove and dispose of existing water heater and related materials. Properly finish any related damage.</li> <li>b. Install same sized water heater, same location</li> <li>c. Properly vent. Ensure necessary pipe insulation.</li> <li>d. Install new gas line valve, flexible hose, overflow pan and drain, earthquake straps, pressure relief valve with piping, etc.</li> </ul>  |
| 8  | <p>Replace Heating System</p> <p>Remove existing furnace at fireplace. Provide new multi-zonal space heating system.</p> <p><b>Contractor to recommend appropriate product/solution and provide specifications in "Contractor Notes" section below.</b> Cost to include new programable thermostat.</p>  |
| 9  | <p>Rear Addition Safety Improvements</p> <p>Contractors to recommend repairs to rear enclosed porch and staircase under standard over-the-counter permit without additional costs and delays for engineered plans.</p> <p><b>Contractor to recommend appropriate work and provide specifications in "Contractor Notes" section below.</b></p>  |
| 10 | <p>Project Staging and Site Preparation</p> <p>Costs related to staging and site preparation to ready project for construction.</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul> |
| 11 | <p>Hauling and Disposal:</p> <p>Properly dispose of all construction debris and waste materials. Provide roll off dumpster</p>   |

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|    | 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.   |
| 12 | Temporary Facilities:<br>Provide portable toilet with hand washing station for workman during duration of project.   |
| 13 | Permits and Fees<br><b>Permit Allowance:</b> \$2,500.00<br>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.<br>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. |

- 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.

## Bid and Proposal

| Priority               | Item Description   | Item Price |
|------------------------|--|------------|
| 1                      | Roof Replacement - Shingle roof and gutters                                | \$         |
| 2                      | Exterior Maintenance and Painting – <b>LEAD PAINT PRESENT</b>              | \$         |
| 3                      | Electrical Improvements:   | \$         |
| 4                      | Lighting and Electrical Fixtures.<br><b>Lighting Allowance:</b> \$1,500.00 | \$         |
| 5                      | Front Stairs Repairs   | \$         |
| 6                      | Gas Line from meter:   | \$         |
| 7                      | Replace Water Heater:  | \$         |
| 8                      | Replace Heating System   | \$         |
| 9                      | Rear Addition Safety Improvements  | \$         |
| 10                     | Project Staging and Site Preparation                                       | \$         |
| 11                     | Hauling and Disposal:  | \$         |
| 12                     | Temporary Facilities:  | \$         |
| 13                     | Permits and Fees<br><b>Permit Allowance:</b> \$2,500.00                    | \$         |
| <b>Total Bid Price</b> |  | \$         |

### Contractor Notes

**Contractor Primary Rep:** \_\_\_\_\_

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

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

**Approximate start date:** \_\_\_\_\_

**Approximate completion date:** \_\_\_\_\_

**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. Carpenter: \$ \_\_\_\_\_/hr



3. Mechanical: \$ \_\_\_\_\_/hr  
4. Electrical: \$ \_\_\_\_\_/hr  
5. Plumbing: \$ \_\_\_\_\_/hr  
6. Roofing: \$ \_\_\_\_\_/hr

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

Electrical: \_\_\_\_\_  
Mechanical: \_\_\_\_\_  
Roofing: \_\_\_\_\_  
Plumbing: \_\_\_\_\_  
Painting: \_\_\_\_\_  
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 #)