

## Contractor Bid Request

January 17, 2023

**Project Number:** 8051-075  
**Project Address:** [REDACTED]  
Castro Valley CA, 94546  
**Walkthrough Date:** Tuesday, January 24<sup>th</sup> from 1 to 3 pm  
**Bid Due Date:** Friday, Feb. 24<sup>th</sup>  
**Project Description:** 1 story, 2 bedroom, 1.5 bathroom home built in 1942. Work includes replacement of the existing roof, exterior maintenance and painting, electrical and lighting upgrades and interior paint.

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 24th, from 1 pm to 3 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 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  Replace roof on main structure. Excludes accessory structure in rear yard.  <b>Note:</b> Existing roof decking appears to be 1” plank over 24” span. Contractor to note if replacement is required and <b><i>include sheathing replacement in price.</i></b>  a. Remove existing roofing material, roof paper, vents, jacks and flashing, and gutters. Dispose of debris and sweep area clean of all nails /staples.  b. Install new plywood decking, if needed, and dimensional asphalt composition shingle; UL Class A fire resistance, and 30 year warranty (local industry standard.)  c. Install galvanized metal drip edge/eave trim, and valley flashing. Install roofing 15# minimum paper/membrane.  d. Price to include installation of roof venting (high profile ridge or other.)  e. Install four-inch (4”) Aluminum fascia gutters and downspouts with concrete or plastic composite splash blocks and leaders. Direct water away from foundation.  f. Dry rot fascia to be replaced – “like with like” and splicing only in agreed upon circumstances. Prime and back-prime all materials.  *5 year labor warranty and 30 yr. Manufacturer’s Shingle Warranty.  <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>Siding and Exterior Repairs:  1. Replace visibly dry rot siding like for like;</p>

	<p>2. Replace post and beam that show signs of decay;</p> <p>3. Remove and replace dry rot window casings.</p>
3	<p>Exterior Painting - <b>LEAD PRESENT</b></p> <p>Paint entire exterior of home - 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> <p><b>Note:</b> Exterior siding and yellow garage door tested positive for lead paint.</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>
4	<p>Electrical Improvements:</p> <p>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. Existing equipment located inside home at rear addition. 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. Work to include supply to exterior structure in rear yard.</p>
5	<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:</b> \$1,500.00</p>
6	<p>Interior Paint &amp; Maintenance</p> <p>Repair and paint walls, ceiling, doors and trim throughout interior of home. Properly protect flooring, fixtures, finishes and homeowner belongings.</p> <p>a. Address any cracks or damage to ceilings and walls with appropriate sheet rock, joint compound, tape etc.</p> <p>b. Paint entire interior of home. Properly prep all surfaces for paint. Remove all debris and wash surfaces with TSP (as needed). Sand to provide proper adhesion as needed. Prime and paint interior walls, ceiling and trim, including closet interiors unless otherwise noted. Touch-up where paint coverage is inadequate. Interior paint limited to 4 colors/sheens total unless otherwise agreed upon with contractor. Paint to be of high quality, and color and sheen should be chosen by client.</p> <p><b>Note:</b> Interior lead paint limited to ½ bathroom door and trim. See lead paint results.</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</i></p>

	painting. Contractor responsible for any additional clearance testing required due to failed testing.
7	Upgrade Attic Insulation: Propose solutions to improve attic insulation which may include insulation panels incorporated into roofing, new batts, blown-in insulation, etc. <b>Contractor to specify preferred method or approach in “Contractor Notes” section below.</b>
8	Replace Driveway: Remove broken concrete driveway and pour new reinforced slab to industry standards.
9	Project Staging and Site Preparation Costs related to staging and site preparation to ready project for construction. 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. 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.
10	Hauling and Disposal: 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.
11	Temporary Facilities: Provide portable toilet with hand washing station for workman during duration of project.
12	Permits and Fees <b>Permit Allowance:</b> \$2,000.00 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.

- 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	Siding and Exterior Repairs:	\$
3	Exterior Painting - <b>LEAD PRESENT</b>	\$
4	Electrical Improvements:	\$
5	Lighting and Electrical Fixtures <b>Lighting Allowance:</b> \$1,500.00	\$
6	Interior Paint & Maintenance	\$
7	Upgrade Attic Insulation:	\$
8	Replace Driveway:	\$
9	Project Staging and Site Preparation	\$
10	Hauling and Disposal:	\$
11	Temporary Facilities:	\$
12	Permits and Fees <b>Permit Allowance:</b> \$2,000.00.	\$
<b>Total Bid Price</b>		\$

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

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

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

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

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

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



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 #)