

## Contractor Bid Request

September 6, 2023

**Project Number** 8051-093  
**Project Address:** [REDACTED]  
Berkeley CA, 94702  
**Homeowner Contact:** [REDACTED]  
**Walkthrough Date:** Tuesday, Sept. 12th from 12:30 to 2:30 pm  
**Bid Due Date:** Friday, October 13th  
**Project Description:** An 1,100 square foot single story 2 beds, 1 bath property built in 1923. Work includes garage demo and replacement with utility shed, electrical and lighting upgrade, interior and exterior maintenance and paint, replacement of windows, doors and wall furnace, bathroom renovations, crawlspace and excavation improvements and fence repairs.

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 County Home Loan Program**.

To be considered for the project, contractors are required to send a representative to attend the project walk-through scheduled for **Tuesday, Sept. 12th from 12:30 to 2:30 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.

Forrest Brown – Project Manager: (510) 803-3327, [fbrown@habitatebsv.org](mailto:fbrown@habitatebsv.org)

Alex Colt – Sr Inspector: (510) 803-3342; [acolt@habitatebsv.org](mailto:acolt@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	<b>Garage Demo &amp; Shed Construction</b> <b>Shed Allowance: \$4,000.00</b> Demo, haul and properly dispose of exiting collapsed garage structure. Install new prefabricated garden shed on remaining slab.
2	<b>Electrical Upgrade</b> Upgrade electrical service to dwelling and garage. Unless otherwise noted or required, system amperage is to be increased to 200 amps. a. Disconnect and dispose of existing panel and fit and mount new panel to code. Wire and connect necessary circuits and breakers. Price to include planning, equipment and material acquisition, area preparation and protection, setup and cleanup. b. Work will include new wiring to upgrade home with Romex; replace older, brittle runs with new outlets, switches, and boxes. All abandoned panels, conduit, plugs, boxes and fixtures to be removed. Ensure all exterior wiring and outlets to code, including protected exterior GFCI plugs and existing service to any accessory structures. c. Properly patch all damage to interior and exterior finishes. Texture to match.
3	<b>Lighting and Electrical Fixtures</b> <b>Lighting Allowance: \$1,500.00</b> Remove and replace all existing fixtures 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>Note #1: Rewire and replacement of switching covered under prior line item.</p> <p>Note #2: All product types to be replaced like-for-like unless otherwise specified.</p>
4	<p><b>Interior Maintenance and Paint:</b></p> <p>Repair and paint walls, ceiling, doors and trim throughout interior of home. Properly protect flooring, fixtures, finishes and homeowner belongings. Exceptions: Work does not include living room or Bedroom #1. Bathroom covered under separate line item.</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>
5	<p><b>Bathroom Improvements</b></p> <p><b>Bathroom Materials Allowance: \$4,000.00</b></p> <p>Material Allowance includes tub/shower, surround, shower curtain, shower fixtures, vanity, faucet, light fixture, toilet, hardware set, grab bars.</p> <p>a. Remove existing tub and tile shower walls, sink and toilet.</p> <p>b. Protect and preserve the existing tile floor.</p> <p>d. Install solid, three piece wall surround, to code and manufacturer's specifications. To include inset shelving or storage accessories per customer preference</p> <p>e. Install shower rod and weighted curtain (Homeowner to specify)</p> <p>f. Install vanity, top and sink, and faucet. Connect lavatory plumbing including new angle stops, metal braid flex water supply lines and P-trap assembly. Confirm size of vanity will comply with code for clearance from other fixtures.</p> <p>g. Install grab bars as needed supported on properly installed blocking.</p> <p>h. Install four (4) piece Towel bar set, medicine cabinet with mirror or mirror.</p> <p>i. Electrical modifications as required including new light fixture(s), exhaust fan. Provide code required switching, humidistat and occupancy sensor.</p> <p>j. Install new, low flow toilet. Consult client on type.</p> <p>k. Paint ceiling, walls and trim and doors with two (2) coats semi-gloss paint over primer.</p>
6	<p><b>Replace Windows</b></p> <p><b>Window Allowance: \$6,500.00</b></p> <p>Replace total of approx. 6 - 7 windows in following locations: (TBD; Exact number and locations to be specified during walkthrough.)</p> <p>---</p> <p>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</p>

	<p>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.</p> <p>*Work to be permitted and inspected (if required).</p>
7	<p><b>Replace Wall Furnace</b></p> <p>Replace existing direct vent heater with new of like kind. Demo and dispose of existing system. Install new model, gas line, valve and roof jack. Price to include Title 24 calculations as required by local permitting agency.</p>
8	<p><b>Replace Exterior Doors (2)</b></p> <p><b>Door and Hardware Allowance: \$2,000.00</b></p> <p>Replace total of (2) doors in following locations: Front &amp; Rear Exterior Door ---</p> <p>Install new 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. Any lites to be dual pane, low E glass with Argon insulation layer and 0.35 or lower U factor. 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>
9	<p><b>Exterior Maintenance and Painting</b></p> <p><b>Note:</b> Work to <i>include</i> detached garage.</p> <ol style="list-style-type: none"> <li>1. Exterior Maintenance – Replace visible dry rotted or damaged wood including crawlspace access doors, trim around vents and window/door casing and sills, fascia and rafter tails.</li> <li>2. 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 (Including garage door) and exterior handrail/guardrail. Porches/decks to be prepped and stained or painted depending on homeowner preference. Consult with owner on color and finish. Exterior paint limited to 3 colors total unless otherwise agreed upon with contractor.</li> </ol> <p>*Lead present. Contractors must 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.</p>

10	<b>Crawlspace Improvements</b> 1. Install vapor barrier and insulation at crawl space under house. 2. Install additional crawlspace ventilation to improve airflow.
11	<b>Grading and Excavation</b> Excavate or fill as required to maintain clear space between siding or framing or to support slab or foundation footing.
12	<b>Fence Repairs</b> Install new gate at current gate location, including new post that supports the gate. Install new section of fence in front of new shed that replaces existing garage, which will be demolished.
13	<b>Replace Flooring Kitchen Floor</b> Remove and properly dispose of existing floor in kitchen (possible asbestos adhesive). Install LVP flooring as approved by homeowner. Provide transitions as required at doors/doorway to adjacent room.
14	<b>Replace Range Hood</b> Replace existing range hood with new of like size.
15	<b>Staging and Site Preparation</b> 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.
16	<b>Temporary Facilities</b> Provide portable toilet with hand washing station for workman during duration of project.
17	<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.
18	<p><b>Permits and Fees</b></p> <p><b>Permit Allowance:</b> \$2,500.00</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	Garage Demo & Shed Construction Shed Allowance: \$4,000.00	\$
2	Electrical Upgrade	\$
3	Lighting and Electrical Fixtures Lighting Allowance: \$1,500.00	\$
4	Interior Maintenance and Paint:	\$
5	Bathroom Improvements Bathroom Allowance: \$4,000.00	\$
6	Replace Windows Window Allowance: \$6,500.00	\$
7	Replace Wall Furnace	\$
8	Replace Exterior Doors (2) Door and Hardware Allowance: \$2,000.00	\$
9	Exterior Maintenance and Painting	\$
10	Crawlspace Improvements	\$
11	Grading and Excavation	\$
12	Fence Repairs	\$
13	Replace Flooring Kitchen Floor	\$
14	Replace Range Hood	\$
15	Staging and Site Preparation	\$
16	Temporary Facilities	\$
17	Hauling and Disposal:	\$
18	Permits and Fees Permit Allowance: \$2,500.00	\$
<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 #)