

Contractor Bid Request

July 23, 2025

Homeowner Name:

Project Address: Oakland, CA 94603

Homeowner Contact:

Walkthrough Date: 7/29/2025 from 10am to 12pm

Bid Due Date: 8/22/2025 at 5pm

Project Description: This is a 1,280 sq. ft. single-family house built in 2007 that needs replacements of floors, countertop, backsplash, kitchen sink, faucet, kitchen appliances, all existing light fixtures, casing, trim, and wall furnace. The project also calls for an interior maintenance & paint and bathroom remodel.

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 **7/29/2025, 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 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

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

Alex Colt – Sr. Inspector: (510) 803-3342; 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 a 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>Replace Floors <i>Flooring Allowance: \$6,500.00 / ~\$5.00 per sq. ft.</i> <i>Inspector Note: About 1,250 sq. ft.</i></p> <p>Remove and replace flooring in the following locations: throughout and stairway. Flooring allowance includes underlayment, finish flooring and baseboards. Unless otherwise noted flooring material to be replaced in-kind.</p> <ol style="list-style-type: none"> 1. Demo and dispose of existing flooring. Repair all damaged, rotted or loose sub-floor and install appropriate underlayment where needed. 2. 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. <p>**Note: 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>
2	<p>Countertop and Backsplash <i>Countertop Allowance: \$1,750.00</i> <i>Inspector Note: Replace all countertop and backsplash - check for height</i></p> <p>Replace existing countertop matching existing configuration. Use stone, composite resin, solid surface, or acrylic (cultured marble) as appropriate. Color</p>

	and/or pattern to be approved by homeowner. All countertops should be level front to back and side to side.
3	<p>Replace Kitchen Sink and Faucet <i>Kitchen Materials Allowance: \$600.00</i> <i>Inspector Note: Cabinet floor repair in other line item</i></p> <p>Replace kitchen sink including faucet, drain assembly, p-trap, angle stops, and braided metal supply lines.</p>
4	<p>Replace Kitchen Appliances <i>Appliance Allowance: \$4,400.00</i></p> <p>Ensure proper plumbing, gas and electrical connections and venting prior to installation of the following appliances. Product type (gas/electric) and sizing to be replaced in kind unless otherwise noted.</p> <ol style="list-style-type: none"> 1. Refrigerator 2. Gas Range (requires adjustment of gas line) 3. Dishwasher 4. Combo Microwave/Vent
5	<p>Replace All Existing Light Fixtures <i>Lighting Allowance: \$1,500.00 / ~\$150 per light</i> <i>Inspector Note: x10 for all lights.</i></p> <p>Remove and replace all existing light fixtures on interior and exterior of home</p> <p>Note: Rewire and replacement of lighting circuits covered under prior line item.</p>
6	<p>Bathroom Remodel <i>Bathroom Materials Allowance: \$5,250.00</i></p> <p>Material Allowance includes shower, surround, shower door/curtain, shower fixtures, vanity, faucet, light fixture, exhaust fan, toilet, hardware set, grab bars, mirror or medicine cabinet and finish flooring.</p> <ol style="list-style-type: none"> 1. Demo as necessary to expose and address dry rot, old casing, substandard plumbing, and old wiring. 2. Install new high quality vinyl flooring over appropriate underlayment. Price to include cove base or baseboards. 3. Install standard tub or shower pan, mixer valve and fixtures. 4. Install solid, three-piece wall surround, to code and manufacturer's specifications. To include inset shelving or storage accessories per customer preference. 5. Install 3/8" glass shower door or shower rod with weighted curtain (Homeowner to specify)

	<ol style="list-style-type: none"> 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. 7. Install grab bars as needed supported on properly supported blocking. 8. Install four (4) piece hardware bar set, medicine cabinet with mirror or mirror. 9. Electrical modifications as required including new light fixture(s), exhaust fan. Provide code required switching, humidistat and occupancy sensor. 10. Install new, low flow toilet. Consult client on type. 11. Paint ceiling, walls and trim and doors with two (2) coats semi-gloss paint over primer.
7	<p>Replace Casing and Trim <i>Allowance: \$1,500.00</i> <i>Inspector Note: Window Covering on all 12 windows. Two types - one for bathrooms and kitchen area and one for all other locations.</i></p> <p>Allowance includes all rods, curtains, etc.</p>
8	<p>Interior Maintenance and Paint <i>Inspector Note: Paint ground floor, kitchen, and kitchen cabinets, add knobs, and repair floor of sink cabinet.</i></p> <p>Repair and paint walls, ceiling, doors and trim throughout the interior of home. Properly protect flooring, fixtures, finishes and homeowner belongings. Contractor must refer to lead test results for specific locations and follow lead safe practices.</p> <ol style="list-style-type: none"> 1. Address any cracks or damage to ceilings and walls with appropriate sheet rock, joint compound, tape etc. 2. Paint entire interior of kitchen. Properly prep all surfaces for paint using appropriate lead safe work practices. 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 four colors/sheens total unless otherwise agreed upon with contractor. Paint to be of high quality, and color and sheen should be chosen by client.
9	<p>Replace Wall Furnace Replace existing wall furnace with new properly sized, energy efficient model. Make repairs/alterations to gas line as needed.</p> <ol style="list-style-type: none"> 1. Install new, properly sized, vent, roof jack, and cap. 2. Install new gas valve, flex hose and programable thermostat. <p>*Work to be permitted and inspected. **10 yr. limited parts and 20 yr. manufacturer warranty required</p>

10	<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>
11	<p>Project Staging and Site Prep</p> <p>Costs related to staging and site preparation to ready project for construction.</p> <ol style="list-style-type: none"> 1. The owner is responsible for packing belongings, identifying items to be moved, preparing on-site location for storing belongings or coordinating storage container/unit. The owner is 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. 2. Contractor is to properly protect surfaces and fixtures prior to commencement of the project. This will include all Ram board 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.
12	<p>Temp Facilities</p> <p>Provide portable sanitary facilities, including hand wash station, with weekly service, during duration of project.</p>
13	<p>Permits and Fees</p> <p><i>Permit Allowance: \$1,000.00</i></p> <p>The 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:
- 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 Floors Flooring Allowance: \$6,500.00 / ~\$5.00 per sq. ft.	\$
2	Countertop and Backsplash Countertop Allowance: \$1,750.00	\$
3	Replace Kitchen Sink and Faucet Kitchen Materials Allowance: \$600.00	\$
4	Replace Kitchen Appliances Appliance Allowance: \$4,400.00	\$
5	Replace All Existing Light Fixtures Lighting Allowance: \$1,500.00 / ~\$150 per light	\$
6	Bathroom Remodel Bathroom Materials Allowance: \$5,250.00	\$
7	Replace Casing and Trim Allowance: \$1,500.00	\$
8	Interior Maintenance and Paint	\$
9	Replace Wall Furnace	\$
10	Hauling and Disposal	\$
11	Project Staging and Site Prep	\$
12	Temp Facilities	\$
13	Permits and Fees Permit Allowance: \$1,000.00	\$
Total Bid Price		\$

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 #)