



## Contractor Bid Request

May 10, 2023

**Homeowner Name:** [REDACTED]

**Project Address:** [REDACTED]

Oakland CA, 94605

**Homeowner Contact:** [REDACTED]

**Walkthrough Date:** Tuesday, May 16<sup>th</sup> from 11 am to 1 pm.

**Bid Due Date:** Friday, June 16<sup>th</sup> at 5 pm.

**Project Description:** Renovation of small 2 bed, 1 bath home – approx 700 sf. Work focused on plumbing, mechanical and electrical corrections and interior painting.

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 16<sup>th</sup> from 11 am to 1 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.

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 “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 16<sup>th</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>Bathroom Improvements  <b>Bathroom Materials Allowance: \$4,000.00</b>  <i>Material Allowance includes tub/shower, surround, shower door/curtain, shower fixtures, vanity, faucet, light, exhaust fan, toilet, hardware set, mirror or medicine cabinet and finish flooring.</i></p> <ul style="list-style-type: none"> <li>a. Demo as necessary to expose and address dry rot, old casing, substandard plumbing, and old wiring.</li> <li>b. Install new high quality vinyl flooring over appropriate underlayment. Price to include cove base or baseboards.</li> <li>c. Install standard shower pan, mixer valve and fixtures.</li> <li>d. Install solid, three piece wall surround, to code and manufacturer's specifications. To include inset shelving or storage accessories per customer preference</li> <li>e. Install 3/8” glass shower door or shower rod and weighted curtain;</li> <li>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.</li> <li>g. Install grab bars as needed on properly installed blocking.</li> <li>h. Install four (4) piece Towel bar set, medicine cabinet with mirror or mirror.</li> <li>i. Electrical modifications as required including new light fixture(s), exhaust fan. Provide code required switching, humidistat and occupancy sensor.</li> <li>j. Install new, low flow toilet. Consult client on type.</li> <li>k. Paint ceiling, walls and trim and doors with two (2) coats semi-gloss paint over primer.</li> </ul>
2	<p>Electrical Upgrades            Install new or replace existing subpanel. Assure proper size, code compliant location, and breaker count to meet existing and added loads. Label all breakers. No new lights needed but existing wiring should be upgraded. Receptacles, lights, and switches need to be brought to code.</p>

	<p>Special conditions include: Present location of panel may not be to code. Contractor to verify and identify appropriate location for placement if required.</p> <p>*Work to be permitted and inspected.</p>
3	<p>Plumbing Improvements</p> <p>a. Replace hot and cold water supply lines in home where galvanized pipe exists. Replace with Type M hard copper or Type L soft copper PEX to all fixtures. Contractor to note preference. Properly patch all damage to interior finishes and texture to match.</p> <p>b. Replace existing service line from municipal supply (Hose bib to city meter) with appropriately sized water main and shutoff valve.</p> <p>c. Remove and replace laundry room drains and supply lines. Work to meet current code standards.</p>
4	<p>Sewer Line Corrections</p> <p>Repair or replace failed or leaking sewer lines and vents and where indicated based on sewer lateral inspection and report. Locations include crawl space and exposed area at exterior of home.</p>
5	<p>Gas Line Upgrade:</p> <p>Upgrade line in home and under crawl space. Calculate for proper size. New valves and access locations to have low profile and position for new or existing appliances.</p>
6	<p>Replace Water Heater – On-Demand</p> <p>a. Remove and dispose of existing water heater and related materials. Properly finish any related damage.</p> <p>b. Install appropriately sized on demand unit located on exterior of the building, near to its present location on the exterior wall of the house. Product must be rated for exterior use.</p> <p>c. Re-pipe and properly vent. Ensure necessary pipe insulation.</p> <p>d. Install appropriately sized gas line and redirect as needed.</p> <p>e. Price to include necessary electrical work.</p> <p>*Work to be to manufacturer’s specifications and permitted.</p> <p>**10 yr. heat exchanger warranty required</p>
7	<p>Replace Wall Furnace</p> <p>Replace existing wall furnace with new properly sized, energy efficient model. Make repairs/alterations to gas line as needed. a. Install new, properly sized, vent, roof jack, and cap. Install new gas valve, flex hose and programable thermostat.</p> <p>*Work to be permitted and inspected.</p> <p>**10 yr. limited parts and 20 yr. manufacturer warranty required</p>
8	<p>Interior Maintenance and Painting:</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>*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</p>

	<p>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> <p><b>Note:</b> Any related framing and dry rot repair will be incorporated into scope via change order following demo and inspection.</p>
9	<p>Work to Upgrade Areas of the Kitchen:</p> <p>a. Kitchen hood is not vented. Replace existing hood and properly vent. Install roof jack.</p> <p>b. Sink is not properly vented. Replace existing drain and properly vent.</p> <p>c. Replace drywall and trim and paint as needed.</p> <p><b>Note:</b> Painting covered under prior line item.</p>
10	<p>Project Staging and Site Preparation: 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>
11	<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>
12	<p>Temporary Facilities:</p> <p>Provide portable toilet with hand washing station for workman during duration of project.</p>
13	<p>Permits and Fees:</p> <p><b>Permit Allowance:</b> \$2,000.00</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	Bathroom Improvements <b>Bathroom Materials Allowance: \$4000.00</b>	\$
2	Electrical Upgrades	\$
3	Plumbing Improvements	\$
4	Sewer Line Corrections	\$
5	Gas Line Upgrade:	\$
6	Replace Water Heater – On-Demand	\$
7	Replace Wall Furnace	\$
8	Interior Maintenance and Painting	\$
9	Work to Upgrade Areas of the Kitchen	\$
10	Staging and Site Preparation	\$
11	Hauling and Disposal:	\$
12	Temporary Facilities:	\$
13	Permits and Fees: <b>Permit Allowance: \$2,000.00</b>	\$
<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

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

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

Mechanical: \_\_\_\_\_

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 #)