



Contractor Bid Request

July 20, 2022

Homeowner Name: [REDACTED]

Project Address: [REDACTED]

Berkeley CA, 94702

Homeowner Contact: [REDACTED]

Walkthrough Date: Wednesday, July 27th from 10 am to 12 noon

Bid Due Date: Friday, Aug. 12 at 5 pm

Project Description: Upgrade of existing electrical system and improvements existing garage previously converted into a JADU.

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 **Wednesday, July 27th 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

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.

Jon McPherson – Inspector:

(510) 803-3342; acolt@habitatebsv.org

Forrest Brown – Project Manager:

(510) 803-3327; 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.

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 **Friday, Aug. 12 at 5 pm**. 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.

Priority	Repair Description
1	Electrical upgrade: 200 amp Main Panel Upgrade and sub panel installation for ADU a. Disconnect and dispose of existing electrical mast head, conduit, meter and panel. Mount new panel and connect service overhead to code. Wire and connect necessary circuits and breakers. Scope does not include rewire of main house. b. Remove overheard electrical circuit from house to garage (ADU). c. Reroute existing over head feed from garage side to new sub panel to provide power to cottage. Provide new 100amp sub panel and feed to interior garage location. Will require concrete to be removed to bury conduit under walkway. Contractor to determine route for new sub panel feed. Work to include associated d. Reroute laundry circuit and garage lighting circuit to new subpanel for dedicated circuits. e. Add Circuits in cottage at following locations: Heater, Stove and water heater. All abandoned conduit, plugs and boxes to be removed. f. Ensure all exterior wiring and outlets to code, including protected exterior GFCI plugs. g. Properly patch all damage to interior and exterior finishes. Texture and paint to match. Note: The house does currently have solar panels. *Price to include planning, equipment and material acquisition, permit, area preparation and protection, setup and cleanup. *Work to be permitted and inspected.
2	Replace Heating System – Wall Furnace (JADU) Replace existing wall furnace with new properly sized, energy efficient model.

	<p>a. Install new, properly sized, vent, roof jack, and cap. b. Install new direct wire 240v circuit and programable thermostat. Note: Electrical to be addressed under electrical improvements *Work to be permitted and inspected. **10 yr. limited parts and 20 yr. manufacturer warranty required</p>
3	<p>Replace Water Heater – On-Demand (ADU) a. Remove and dispose of existing water heater and related materials. Properly finish any related damage. 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. c. Re-pipe and properly vent. Ensure necessary pipe insulation. d. Install appropriately sized gas line and redirect as needed. e. Price to include necessary electrical work. *Work to be to manufacturer’s specifications and permitted. **10 yr. heat exchanger warranty required</p>
4	<p>Replace Exterior Door (ADU) Replace existing front French door and frame 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. a. Install replacement type, pre-hung insulated door. Any lites to be dual pane, low E glass with Argon insulation layer and 0.35 or lower U factor. b. Install new casing to match existing style. Work will include planning, equipment and material acquisition, area prep and protection, setup and cleanup. *Work to be permitted and inspected (if required).</p>
5	<p>Replace /Install Appliances (ADU) Ensure proper electrical connections and venting prior to installation of the following appliances. Product type electrical and sizing to be replaced in kind unless otherwise noted. a. Electric Range Note: New Electric stove connection to be installed. Wiring to unit will be addressed in previous line item</p>
6	<p>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.</p>
7	<p>Temporary Facilities: Provide portable toilet with hand washing station for workman during duration of project.</p>

8	<p>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.</p>
9	<p>Permits and Fees Permit Allowance: \$2,500.00 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.</p> <p>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.



Bid and Proposal

Priority	Item Description	Item Price
1	Electrical upgrade	\$
2	Replace Heating System – Wall Furnace <i>(ADU)</i>	\$
3	Replace Exterior Door <i>(ADU)</i>	\$
4	Replace Water Heater – On-Demand <i>(ADU)</i>	\$
5	Replace /Install Appliances <i>(ADU)</i>	\$
6	Project Staging and Site Preparation	\$
7	Temporary Facilities:	\$
8	Hauling and Disposal:	\$
9	Permits and Fees Permit Allowance: 2,500.00	\$
Total Bid Price		\$

Contractor Business 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. Electrical: \$ _____ /hr
- 4. Plumbing: \$ _____ /hr
- 5. Mechanical: \$ _____ /hr

Listing of proposed subcontractors and CSLB license numbers:

Electrical: _____

Mechanical: _____

Plumbing: _____

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 #)

Scope of Work Items and Descriptions

Renew AC Project Before Photos





