

## Contractor Bid Request

September 6, 2023

**Project Number:** 8051-102  
**Project Address:** [REDACTED]  
Oakland CA, 94601  
**Homeowner Contact:** [REDACTED]  
**Walkthrough Date:** Tuesday, Sept. 12th from 10 am to 12 noon.  
**Bid Due Date:** Friday, October 13th  
**Project Description:** A 1,200 square foot single story 2 beds, 1 bath property built in 1925. Work includes exterior maintenance and paint, replacement of rear deck, HVAC and plumbing upgrades and framing repairs in the garage.

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 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 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; [acolts@habitatebsv.org](mailto:acolts@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	<p><b>Exterior Maintenance and Painting</b></p> <p><b>Note:</b> Work excludes accessory structures (Studio &amp; Detached Garage)</p> <p>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.</p> <p>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.</p> <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>

2	<p><b>Replace Deck</b></p> <p>a. Demo and dispose of existing deck at rear of building.  b. Rebuild deck at to existing dimensions - Approx. (8'x6' SF.) (Dimensions VIF). Ledger, railing, handrails, stairs, connectors, piers, landings and post bases to be to code. Replace with like materials and PTFD where required/recommended. Apply transparent stain where needed depending on homeowner preference.  c. Price to include cost of plan development, review and approval.  *Work to be permitted and inspected (if required).</p>
3	<p><b>Replace Floor Furnace with Forced Air Furnace</b></p> <p>Replace existing forced with new properly sized, 90% AFUE efficient model (Carrier, Rheem, General Electric, Lennox or approved equivalent). Price to include Title 24 calculations as required by local permitting agency.  <b>Note #1:</b> Pricing includes reuse of the existing line set and ducts. Conditions to be assessed during construction and a CO for replacement will be approved if needed post demo.  <b>Note: #2:</b> Price does not include elimination of existing floor grate or flooring alterations. If possible this should be utilized for air return.  a. Demo and dispose of existing system. Install properly sized forced air unit, vent, roof jack, and vent cap. Furnace location to be determined.  b. Install new gas valve, flex hose and programmable thermostat. Make modifications to gas line as required.  c. Install ducts that are appropriately sealed and insulated. Where needed, remove and replace existing ducts and install new insulated ducting, registers and plenums throughout as required. Requires passage of air leakage test by certified HERS rater. Contractor to supply all related documentation.  *Work to be permitted and inspected.  **10 yr. limited parts and 20 yr. manufacturer warranty required</p>
4	<p><b>Limited Re-pipe</b></p> <p>Replace hot and cold water supply lines in home where galvanized pipe exists. Inspector Note: Majority of pipes in basement/crawlspace have been replaced.  a. Remove and dispose of existing galvanized pipe. 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.  b. Replace existing service line from municipal supply (Hose bib to city meter) with appropriately sized water main and shutoff valve.  *Work to be permitted and inspected.</p>
5	<p><b>Replace Sewer Lateral</b></p> <p>Remove and replace existing sewer lateral using trenchless method unless otherwise noted. See third party report for details.  a. Demo and excavate as necessary to expose sewer line and all sewer exit lines and wye connections.  b. Using trenchless method, replace sewer lateral from the foundation to the property line in the street using 4" HDPE pipe.</p>

	<p>c. Install new two way clean outs on all exit lines at the foundation and new wye connections using proper couplings. Install new two way clean out at the property line and foundation/driveway per City specs. Make any necessary alterations to sewer stack as required per code.</p> <p>d. Backfill holes with proper compaction and restore the grade, concrete and property to pre-construction conditions.</p> <p>e. Price to include labor, material, special equipment, permit, inspection and EBMUD air pressure verification test (if applicable).</p>
6	<p><b>Gas Line Alterations</b></p> <p>Upgrade gas lines as needed, especially for the repositioning of the water heater and new furnace.</p>
7	<p><b>Correct Water Heater Installation</b></p> <p><b>Inspector Note:</b> Existing exhaust vent pitch is inadequate. This may require water heater be relocated closer to exterior wall in basement.</p> <p>Correct existing water heater installation to comply with current code. This may include:</p> <ol style="list-style-type: none"> <li>1. Rerun or correct existing ventilation and check for proper pitch.</li> <li>2. Ensure necessary earthquake straps and pressure relief valve.</li> </ol> <p>*Work to be permitted and inspected.</p>
8	<p><b>Detached Garage - Framing Corrections</b></p> <p>Repair or replace damaged structural framing in garage. This includes exterior walls and roof.</p> <p><b>Inspector Note:</b> Details to be further established during bidding process with input from participating contractors.</p>
9	<p><b>Project Staging and Site Preparation</b></p> <p>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>

10	<p><b>Hauling and Disposal</b></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><b>Temporary Facilities</b></p> <p>Provide portable toilet with hand washing station for workman during duration of project.</p>
12	<p><b>Permits and Fees</b></p> <p><b>Permit Allowance: \$2,000.00</b></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:
- 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	Exterior Maintenance and Painting	\$
2	Replace Deck	\$
3	Replace Floor Furnace with Forced Air Furnace	\$
4	Limited Re-pipe	\$
5	Replace Sewer Lateral	\$
6	Gas Line Alterations	\$
7	Correct Water Heater Installation	\$
8	Detached Garage - Framing Corrections	\$
9	Project Staging and Site Preparation	\$
10	Hauling and Disposal	\$
11	Temporary Facilities	\$
12	Permits and Fees	\$
<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 #)