

## INVITATION TO BID

YOUR COMPANY IS INVITED TO SUBMIT A BID PROPOSAL FOR THE FOLLOWING PROJECT:

CASE NUMBER: 24YR-O/O-1421

ADDRESS: \*TO BE DISCLOSED ONLY TO INTERESTED BIDDERS ZIP CODE: \_\_\_\_\_

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NUMBER OF UNITS: \_\_\_\_\_

TYPE OF WORK:     Structural                       Heating                       Plumbing  
                          Electrical                       Lead

Bid opening date and time will be **3:00 p.m., WEDNESDAY, January 25, 2017** at the City of Toledo Department of Neighborhoods, 18<sup>th</sup> Floor, One Government Center, Toledo, Ohio 43604.

Rehab Technician/Contact:    John O'Donnell                      Phone: 419-245-1400 (8am – 4:30pm)

**\*Interested bidders must call the rehab technician to be scheduled for the Pre-Bid**

**Mandatory Meeting. There will be a pre-bid MANDATORY meeting on Tuesday, January 10, 2017, at 12:00 p.m. at the project location. All bidders must attend and sign in for bid to be considered.**

- Enclosed you will find:
1. Complete set of Specifications
  2. Bid Proposal Summary Sheet
  3. Statement of Non-Collusion

Submit one complete and legible copy of each of the three (3) documents listed above in a sealed envelope before the bid opening date and time listed above. Mark the sealed envelope "Housing Rehab Bid" and list the name and address of the project. List a cost by trade on the bid proposal summary sheet and list a price for each line item on the specifications. Prices must be held firm for a minimum of 60 days. Late proposals will not be accepted.

- The following documents are required to be submitted within three business days after notification of bid award:
4. Contractor/Subcontractors and Minority Report
  5. MBE/WBE Commitment Affidavit
  6. Best Bid Criteria Affidavit

Minority participation and other documentation (e.g. child support compliance) will be required and reviewed prior to awarding this contract with the City of Toledo. Please be reminded that the City of Toledo and the Department of Housing and Urban Development have a minority participation goal of 21% on every construction project. Minority participation reports will be reviewed throughout the construction project to ensure compliance. Also, Section-3 report compliance shall be required, if applicable, prior to award.

The City of Toledo Division of Housing reserves the right to accept or reject any bid.

**CITY OF TOLEDO**  
**Dept. of Neighborhoods**  
**One Gov't Center, Suite 1800**  
**Toledo, Ohio 43604**

Office: 419-245-1400  
Fax: 419-245-1193



**RESPEC**  
**Work Write-Up**

Case Number: 24YR-O/O-1421

BID TOTAL: \$ \_\_\_\_\_

Property Information:

BID OPENING DATE Wednesday, January 25, 2017

CONTRACTOR INFORMATION

Jurisdiction: Lucas  
Target Area Toledo  
Census:  
Owner:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Voice: \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Phone:  
Mobile:

**ACKNOWLEDGEMENT AND ACCEPTANCE OF ALL TERMS AND CONDITIONS**

**(THIS PAGE AND THE FOLLOWING PAGE MUST BE FILLED OUT WITH BID AMOUNT AND SIGNATURE OR THE BID MAY BE DEEMED NON-RESPONSIVE)**

The undersigned, duly authorized representative of the Contractor submitting the accompanying RESPEC Work Write-Up bid proposal, hereby proposes to furnish all labor, materials, equipment, services and work required for the written amount of:

Total: \_\_\_\_\_ dollars  
(\$ \_\_\_\_\_)

and further acknowledges receipt and acceptance of any and all terms and conditions, contract specifications, and instructions to bidders, bid sheets, or request for proposals, as the case may be, including all addenda (if any) thereto, issued by the City of Toledo that are the subject of the accompanying bid or proposal. The undersigned agrees to clearly call-out in its bid or proposal any deviations from any portion of said term and conditions, contract specifications, instructions to bidders, bid sheets, or request for proposals, as the case may be, including all addenda.

**Time is of the essence of this Contract.** If the Contractor shall neglect, refuse, or otherwise fail to complete the work within the time specified, then the Contractor agrees, as part consideration for this Contract, to pay the City as liquidated damages and not as a penalty, the sum of \$100.00 per day for each calendar day beyond the date set forth in the Contract that the Contractor fails to complete the work. The liquidated damage amount is fixed and agreed on between the Contractor and the City because of the impracticability and extreme difficulty of fixing and ascertaining the true value of the damages which City will sustain by failure of the Contractor to complete the work on time. Such damages

include a loss of revenue, service charges, delays caused to other construction activities of City and other damages, some of which are indefinite and not susceptible of easy proof. The liquidated damages amount is agreed to be a reasonable estimate of the actual amount of damages which the City will sustain. The amount shall be deducted from any monies due or that may become due the Contractor, and if said monies are insufficient to cover said damages, then the Contractor shall be liable to, owe and pay the City for, the amount of any difference.

**\* A COPY OF ALL APPLICABLE LICENSES, PROOF OF LIABILITY INSURANCE, BUREAU OF WORKERS' COMPENSATION CERTIFICATE, AND CITY OF TOLEDO CERTIFICATE OF TAX COMPLIANCE IS REQUIRED AT TIME OF BID ACCEPTANCE.**

Business Name: \_\_\_\_\_

President/Owner/CEO: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Revised June 6, 2016

**Exterior****Main Structure****Single Family****Roof****Roof**

1	0040020008	1 EA	2 Incipient code violation	\$ _____
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**Remove Masonry Chimney**

Remove existing chimney to below rafters and dispose of debris.

2	0070010001	1600 SF	1 Code violation	\$ _____
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**Remove Existing Roofing Material and Install New**

Remove all roof covering down to sheathing, haul away debris. install ice guard, 15lb felt, new aluminum drip edge on rake and eaves, boot flashing on vent stacks, kick out flashing on sidewalls as needed, new metal flashing and counter flashing on chimney and along vertical walls to code. Install self-sealing 30yr, minimum, "Architectural" style shingles, in color of owners choice, to code.

3	0070020000	1600 SF	1 Code violation	\$ _____
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**Install 7/16" O.S.B. Sheathing Complete**

Install new 7/16" exterior grade O.S.B. sheathing nailed with 8d commons across rafters as per manufacturers recommends and to code.

4	0070030002	150 LF	1 Code violation	\$ _____
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**Install New Gutters and Downspouts**

Install new white aluminum seamless gutters and down spouting with 36" extensions where possible. No straps are to be exposed above roofing. All work shall be to manufacturers recommendations and to code. Copy existing downspout layout.

	<b>Total for: Roof</b>	\$ _____
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**Sidewalls****Siding**

5	0321030109	1700 SF	3 Lead Hazard	\$ _____
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**Enclose Exterior**

Per HUD Lead Safe Housing, prepare house as needed to install house wrap, vinyl siding, soffit, fascias, rakes and all necessary trim pieces per manufacturers recommendations on entire building. Include 2ea new gable vents. Consult with home owner on style and color.  
NOTE: Owner is removing aluminum siding prior to contractor starting work.

6	0110040003	3 EA	1 Code violation	\$ _____
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**Exterior Light Fixtures**

Locations: Front, side, and rear entry doors

- 1) Remove fixture and terminate wiring for the fixture on the left side, second story soffit.
- 2) Replace 3 existing exterior light fixtures with new units to code. Consult home owner for choices, \$30.00 allowance per fixture.

7	0010100003	6 EA	1 Code violation	\$ _____
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**Install Glass Block Window**

Remove and dispose of existing window system to masonry. Repair existing masonry to accept new window unit and include smooth mortar finish on interior and exterior of all foundation block that were disturbed during installation. Close opening with glass block and insert a ventilator unit with screen.

8	0010010012	1 EA	2 Incipient code violation	\$ _____
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**Remove Door and In-fill Openeing**

Location: Rear, second story.

Remove door and frame, and infill opening with studs, insulation, sheathing and drywall. Finish interior drywall and have ready for paint.

**Doors**

9	0321010100	1 EA	3 Lead Hazard	\$ _____
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**Replace Exterior Side Door**

Location: First floor, side entry.

Per HUD Lead Safe Housing requirements, remove the existing entrance door, jamb, trim and sill, and dispose of all debris. Provide and install, primed, pre-hung steel, insulated, (insert style here- half lite, full lite, fan lite, flush, etc), exterior 1-3/4" entry door with trim. Include keyed lock-set, dead-bolt and doorstop. Include any repair to interior walls to bring to original condition. Infill gaps between existing siding and new brick moulding as needed. If more than one door is being replaced, key all doors alike.

10	0010090006	1 EA	2 Incipient code violation	\$ _____
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**Replace Exterior Rear Door**

Location: Rear, Kitchen entry.

Provide and install, primed, pre-hung steel, insulated, (insert style here- half lite, full lite, fan lite, flush, etc), exterior 1-3/4" entry door with trim. Include keyed lock-set, dead-bolt and doorstop. Include any repair to interior walls to bring to original condition. Infill gaps between existing siding and new brick moulding as needed. If more than one door is being replaced, key all doors alike.

<b>Total for: Sidewalls</b>	\$ _____
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<b>Total for: Exterior</b>	\$ _____
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**Interior****Main Structure****Single Family****Basement****General**

11	0120010001	1 EA	2 Incipient code violation	\$ _____
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**Install 90% Efficiency Power Vented Furnace**

Remove and dispose of old unit and install a new, properly sized, 90+% Power Vented AFUE, ENERGY STAR rated furnace and digital thermostat including any needed ductwork, registers and main disconnect to code. Inspect exposed duct work and seal any joints or other leaks in supply or return ducts.

12	0110010001	1 EA	2 Incipient code violation	\$ _____
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**Upgrade Electric to 200 Amp Service**

Disconnect and remove existing service complete to Edison drops. Install new 200 amp 3 wire service and 24 space (minimum) panel and all exterior service equipment from Edison drop to panel to code. Include new breakers on existing circuits and Arc Fault breakers on new circuits as needed.

**NOTE: Include all repairs needed to bring home up to code and pass inspection.**

13	0110050002	5 EA	1 Code violation	\$ _____
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**Install Smoke Detectors**

Install new smoke detectors to code. Include all wiring from panel and new breaker.

14	0110070001	3 EA	1 Code violation	\$ _____
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**Install Carbon Monoxide Detector**

Install carbon monoxide detectors to code and per manufacturers recommendations. Kidde or approved equal.

15	0130020006	1 EA	1 Code violation	\$ _____
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**Repair Kitchen Sink Drain Line**

Adjust horizontal pipe for proper slope and add support bracket(s).

16	0130040001	1 EA	2 Incipient code violation	\$ _____
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**Replace Sillcock**

Location: Right elevation, driveway side.

Repalce existing sillcock with new frost-free style to code.

	<b>Total for: Basement</b>	\$ _____
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**1st Floor Bathroom****General**

17	0110020001	1 EA	1 Code violation	\$ _____
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**Replace Outlet with GFCI**

Replace existing outlet with new duplex GFCI outlet and new coverplate to code.

18	0130040017	1 EA	1 Code violation	\$ _____
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**Replace Tub Stopper and Drain**

Replace tub stopper and tailpiece to code.

<b>Total for: 1st Floor Bathroom</b>	\$ _____
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**Kitchen****General**

19	0110020001	5 EA	1 Code violation	\$ _____
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**Install New Circuits**

Install new circuits, plugs and wall plates in kitchen to code as follows:

- 1) Microwave wall, opposite sink wall
- 2) Refrigerator wall
- 3) Sink wall, left of sink
- 4) Sink wall, right of sink
- 5) Stove wall

20	0110020002	3 EA	2 Incipient code violation	\$ _____
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**Replace Switches**

Replace existing kitchen switches to code.

21	0110020001	1 EA	1 Code violation	\$ _____
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**Replace Outlet with GFCI**

Location: Wall opposite of sink, right of microwave wave

Replace existing switched outlet with 2ea new duplex GFCI protected outlets and new coverplate to code.

22	0130040003	1 EA	2 Incipient code violation	\$ _____
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**Replace Sink Faucet**

Replace existing kitchen faucet with new to code. Include new supply lines, shut offs and 1 1/2" P-trap. \$75.00 allowance for faucet. Include new B-vent under sink.

<b>Total for: Kitchen</b>	\$ _____
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**Living Room****General**

23	0110020005	1 EA	1 Code violation	\$ _____
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**Install Outlet**

Location: Behind T.V.

Plug was remove and covered by owner. Open wall and install new plug and plate to code.

<b>Total for: Living Room</b>	\$ _____
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**Stairway to 2nd Floor**

**General**

24      0110020002      1 EA      2 Incipient code violation      \$ \_\_\_\_\_

**Replace Switch**

Location: Bottom of staircase  
Replace existing switch to code.

**Total for: Stairway to 2nd Floor**      \$ \_\_\_\_\_

**Lead Cleaning**

**General**

25      0331010101      1 ALL      3 Lead Hazard      \$ \_\_\_\_\_

**Lead Specific Cleaning**

HEPA vacuum and TSP wash affected surfaces with lead specific detergent. After surfaces are dry, re-vacuum affected surfaces with a HEPA vacuum to meet EPA clearance standards.

**Total for: Lead Cleaning**      \$ \_\_\_\_\_

**Bedroom - 2nd story, Rear**

**General**

26      0110040003      1 EA      1 Code violation      \$ \_\_\_\_\_

**Replace Light Fixture**

Replace existing interior light fixture with new unit to code. Consult home owner for choices, \$50 allowance.

**Total for: Bedroom - 2nd story, Rear**      \$ \_\_\_\_\_

**Total for: Interior**      \$ \_\_\_\_\_

**Job Total Cost:** \$ \_\_\_\_\_



Case Number: 24YR-O/O-1421

CASE TOTAL ESTIMATE: \_\_\_\_\_

Property Information:

BID OPENING DATE: \_\_\_\_\_

**CONTRACTOR INFORMATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voice: \_\_\_\_\_

Fax: \_\_\_\_\_

email: \_\_\_\_\_

**RESPEC Special  
Trades Write-up**

Page# 1 of 7

Run on: 12/12/2016 2:49:00 PM

**Trade: 011 ELECTRIC**

**SubTrade: 007 Carbon Monoxide Detectors**

**Interior**

**Main Structure Single Family**

**Basement**

**General**

0110070001            3 EA

**Install Carbon Monoxide Detector**

\$ \_\_\_\_\_

Install carbon monoxide detectors to code and per manufacturers recommendations. Kidde or approved equal.

**SubTrade: 001 Electrical Service**

**Interior**

**Main Structure Single Family**

**Basement**

**General**

0110010001            1 EA

**Upgrade Electric to 200 Amp Service**

\$ \_\_\_\_\_

Disconnect and remove existing service complete to Edison drops. Install new 200 amp 3 wire service and 24 space (minimum) panel and all exterior service equipment from Edison drop to panel to code. Include new breakers on existing circuits and Arc Fault breakers on new circuits as needed.

**NOTE: Include all repairs needed to bring home up to code and pass inspection.**

**SubTrade: 004 Fixtures**

Exterior

Main Structure Single Family

Sidewalls

Siding

0110040003 3 EA

Exterior Light Fixtures

\$ \_\_\_\_\_

Locations: Front, side, and rear entry doors

- 1) Remove fixture and terminate wiring for the fixture on the left side, second story soffit.
- 2) Replace 3 existing exterior light fixtures with new units to code. Consult home owner for choices, \$30.00 allowance per fixture.

Interior

Main Structure Single Family

Bedroom - 2nd story, Rear

General

0110040003 1 EA

Replace Light Fixture

\$ \_\_\_\_\_

Replace existing interior light fixture with new unit to code. Consult home owner for choices, \$50 allowance.

SubTrade: 002 Outlets/Switches

Interior

Main Structure Single Family

1st Floor Bathroom

General

0110020001 1 EA

Replace Outlet with GFCI

\$ \_\_\_\_\_

Replace existing outlet with new duplex GFCI outlet and new coverplate to code.

Kitchen

General

0110020001 5 EA

Install New Circuits

\$ \_\_\_\_\_

Install new circuits, plugs and wall plates in kitchen to code as follows:

- 1) Microwave wall, opposite sink wall
- 2) Refrigerator wall
- 3) Sink wall, left of sink
- 4) Sink wall, right of sink
- 5) Stove wall

# RESPEC Special Trades Write-up

0110020001 1 EA

Replace Outlet with GFCI

\$ \_\_\_\_\_

Location: Wall opposite of sink, right of microwave wave  
Replace existing switched outlet with 2ea new duplex GFCI protected outlets and new coverplate to code.

0110020002 3 EA

Replace Switches

\$ \_\_\_\_\_

Replace existing kitchen switches to code.

## Living Room

### General

0110020005 1 EA

Install Outlet

\$ \_\_\_\_\_

Location: Behind T.V.

Plug was remove and covered by owner. Open wall and install new plug and plate to code.

## Stairway to 2nd Floor

### General

0110020002 1 EA

Replace Switch

\$ \_\_\_\_\_

Location: Bottom of staircase  
Replace existing switch to code.

## SubTrade: 005 Smoke Detectors

### Interior

#### Main Structure Single Family

### Basement

### General

0110050002 5 EA

Install Smoke Detectors

\$ \_\_\_\_\_

Install new smoke detectors to code. Include all wiring from panel and new breaker.

Total for ELECTRIC

\$ \_\_\_\_\_

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Trade: 012 HEATING & COOLING

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SubTrade: 001 Furnaces

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Interior

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Main Structure Single Family

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Basement

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General

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0120010001            1 EA

Install 90% Efficiency Power Vented Furnace

\$ \_\_\_\_\_

Remove and dispose of old unit and install a new, properly sized, 90+% Power Vented AFUE, ENERGY STAR rated furnace and digital thermostat including any needed ductwork, registers and main disconnect to code. Inspect exposed duct work and seal any joints or other leaks in supply or return ducts.

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Total for HEATING & COOLING

\$ \_\_\_\_\_

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Trade: 033 LEAD Cleaning

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SubTrade: 101 CLEANING

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Interior

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Main Structure Single Family

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Lead Cleaning

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General

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0331010101            1 ALL

Lead Specific Cleaning

\$ \_\_\_\_\_

HEPA vacuum and TSP wash affected surfaces with lead specific detergent. After surfaces are dry, re-vacuum affected surfaces with a HEPA vacuum to meet EPA clearance standards.

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Total for LEAD Cleaning

\$ \_\_\_\_\_

Trade: 032 LEAD Hazard Controls-Exterior

SubTrade: 101 Exterior Door Controls

Exterior

Main Structure Single Family

Sidewalls

Doors

0321010100 1 EA

Replace Exterior Side Door

\$ \_\_\_\_\_

Location: First floor, side entry.

Per HUD Lead Safe Housing requirements, remove the existing entrance door, jamb, trim and sill, and dispose of all debris. Provide and install, primed, pre-hung steel, insulated, (insert style here- half lite, full lite, fan lite, flush, etc), exterior 1-3/4" entry door with trim. Include keyed lock-set, dead-bolt and doorstop. Include any repair to interior walls to bring to original condition. Infill gaps between existing siding and new brick moulding as needed. If more than one door is being replaced, key all doors alike.

SubTrade: 103 Exterior Wall Controls

Exterior

Main Structure Single Family

Sidewalls

Siding

0321030109 1700 SF

Enclose Exterior

\$ \_\_\_\_\_

Per HUD Lead Safe Housing, prepare house as needed to install house wrap, vinyl siding, soffit, fascias, rakes and all necessary trim pieces per manufacturers recommendations on entire building. Include 2ea new gable vents. Consult with home owner on style and color.  
NOTE: Owner is removing aluminum siding prior to contractor starting work.

Total for LEAD Hazard

\$ \_\_\_\_\_

Trade: 013 PLUMBING

SubTrade: 002 Drains

Interior

Main Structure Single Family

Basement

General

0130020006 1 EA

Repair Kitchen Sink Drain Line

\$ \_\_\_\_\_

Adjust horizontal pipe for proper slope and add support bracket(s).

SubTrade: 004 Fixtures

Interior

Main Structure Single Family

1st Floor Bathroom

General

0130040017 1 EA

Replace Tub Stopper and Drain

\$ \_\_\_\_\_

Replace tub stopper and tailpiece to code.

Basement

General

0130040001 1 EA

Replace Sillcock

\$ \_\_\_\_\_

Location: Right elevation, driveway side.

Repalce existing sillcock with new frost-free style to code.

Kitchen

General

0130040003 1 EA

Replace Sink Faucet

\$ \_\_\_\_\_

Replace existing kitchen faucet with new to code. Include new supply lines, shut offs and 1 1/2" P-trap. \$75.00 allowance for faucet. Include new B-vent under sink.

Total for PLUMBING

\$ \_\_\_\_\_

# BID PROPOSAL SUMMARY SHEET

\_\_\_\_\_  
General Contractor

\_\_\_\_\_  
Property Address

<u>TYPE OF WORK</u>	<u>CONTRACTOR/ SUB-CONTRACTOR</u>	<u>AMOUNT</u>
Structural	_____	_____
Lead Work	_____	_____
Electrical	_____	_____
Plumbing	_____	_____
Heating	_____	_____
Misc.	_____	_____
TOTAL		_____

**NOTE:**

PLEASE COMPLETE ALL ABOVE LINES/COLUMNS. INCOMPLETE LINES/COLUMNS MAY RESULT IN BID DISQUALIFICATION. IF ANY LINE OR COLUMN DOES NOT REQUIRE INFORMATION MARK IT **N/A**. PLEASE CONTACT THE ADMINISTRATOR AT (419) 245-1400 IF YOU HAVE ANY QUESTIONS.

**STATEMENT OF NON-COLLUSION**

I, \_\_\_\_\_, owner of  
Contractor's Name

\_\_\_\_\_, have not met  
Company Name

with or discussed any details of the rehabilitation project located at

\_\_\_\_\_, Toledo,

Ohio, with any other contractor for the purposes of fixing any price,

arranging submission of bid proposal, or tampering with the award of any

rehabilitation contract.

I understand that any such action will result in my immediate

suspension and prosecution to the fullest extent of the law.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_