



Department of City Development
 City Plan Commission
 Redevelopment Authority of the City of Milwaukee
 Neighborhood Improvement Development Corporation

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DUE DATE: February 12th, 2014

**BIDDING
 DOCUMENTS**

Scope of Work and Specifications for
 Remodeling and Repairs

MANDATORY ATTENDANCE OPEN HOUSE DATES:
 Thursday, January 30th, 2014 10AM to 12 Noon
 Tuesday, February 4th, 2014 10 am to 12 Noon

Addendum, if any, will be posted on the website
 February 5, 2014 End of day

At
 2409 N 4th Street
 Milwaukee, WI 53212-2701
 NIDC's Property

Bids for this Project are being solicited for
 the following contractor types:
 GENERAL CONTRACTORS

NSP Acq/Rehab Loan Program

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NOTE: Please contact Robert McInnes at (414) 286-6458 for new Rehab Specifications.

**SEALED BID PACKAGES WILL BE RECEIVED AND STAMPED AT THE DEPARTMENT OF
 CITY DEVELOPMENT BID DESK LOCATED ON THE SECOND FLOOR AT 809 N BROADWAY,
 MILWAUKEE, WI NO LATER THAN 11 AM, February 12th, 2014**



GENERAL BID CONDITIONS AND INSTRUCTIONS

SITE INSPECTION

The Contractor must attend one of the two MANDATORY open houses with the NIDC Representative at the property to inspect and review conditions prior to submission of a bid. PLEASE NOTE: All parties attending the open house will need to sign the sign-in sheet at the property.

Walkthrough #1: **Thursday, January 30th, 2014 10AM to 12 Noon**

Walkthrough #2: **Tuesday, February 4th, 2014 10AM to 12 Noon**

ADDENDA

Bidders will be responsible for keeping abreast of the addenda as they are posted. All such addenda shall become a part of the Invitation for Bid and all Bidders shall be bound by such, whether or not received by the Proponent

To be eligible, all bidders must acknowledge receipt of the Addendum/Addenda, if issued.

The deadline for questions will be **Noon on Wednesday, February 5, 2014**. Any additional information and/or clarification(s) regarding this bid will be issued in the form of an addendum to this Bid by the end of the day on **Wednesday, February 5, 2014**.

If NIDC determines the necessity for an Addendum, it will be posted on the internet at:
<http://city.milwaukee.gov/NeighborhoodImprovement/NIDCBIDPackages.htm>

BIDDER ELIGIBILITY

1. Contractor must have experience with similar projects and hold a current City of Milwaukee Home Improvement contractor's license, or hold other licensing as required.
2. Contractor certifies that neither he/she nor any of his/her subcontractors is ineligible to be awarded a federally funded contract.
3. Contractor may not be debarred by NIDC. A copy of the NIDC debarment policy is available on request. Generally, NIDC considers debarment if a contractor does not perform satisfactory work, fails to pay sub-contractors or material suppliers, fails to complete jobs on time, or in other respects does not meet reasonable standards of performance.
4. Contractors are hereby notified that NIDC will check public records to verify that it, and entities controlled in whole or in part by it and its principal owners is not delinquent with property tax payments due the City of Milwaukee, does not have outstanding code orders for properties located in the City of Milwaukee, does not have a record of fines for unabated City of Milwaukee building code violations, and does not have felony convictions related to neighborhood safety and stability.
5. Contractor shall, as part of her/his bid, submit:
 - a) A list of the principal owners of the firm submitting the bid,
 - b) A list of all property located in the City of Milwaukee owned by Contractor and its principal owners.
 - c) Birth date and other information as requested by NIDC to verify court and other records.
 - d) Failure to provide this information will result in delays and may be cause for rejection of your bid.
 - e) **BID SECURITY:** Bond, certified check, or cashier's check to accompany bid: 10% of Contractor's base bid. No bid will be received unless a certified check or bank draft payable to the Neighborhood Improvement Development Corporation, or a satisfactory bid bond in the amount not less than ten percent (10%) of the bid shall accompany each bid as a guarantee that if the bid is accepted, the bidder will execute and file the Agreement. If a bid bond is used, it must be sealed by the bonding company and be accompanied by an affidavit of no interest and a copy of a power of attorney. Bonding agents must be licensed in the State of Wisconsin. A

bond documents are attached to the bid package. NOTE: PERFORMANCE BOND AND PAYMENT BOND: The successful bidder must provide a Performance Bond and Payment Bond in the amount of 100% of the bid amount within ten days after Notice of Award as part of the executed contract prior to notice to proceed. In case bidder fails to file such contract and payment and performance bonds within the time set forth, the bid security shall be forfeited to NIDC as liquidated damages. Any Change order approved during the course of construction the contractor shall include additional bonding to cover the entire contract amount for the duration of the project ten days after change order approval.

BID FORM

1. Submit a lump sum price and alternate bid price for the work as indicated and specified herein, complete in every respect. Bids will not be accepted in any form except on the bid form included with this project manual. The contractor must recognize and abide by the right of the Owner (NIDC) to accept or reject any or all bids in the best interests of the City and/or NIDC.
2. Lump Sum and Alternate prices shall include the cost for all: labor; equipment; materials; overhead; Labor Insurance (which shall include Federal and State Unemployment Workers Compensation, and FICA Social Security Insurance and contributions paid by Employer Contractor for each employee); Sales Tax; Bonds; Property Insurance, Comprehensive General Liability Insurance; Industry Programs; other expenses; and profit on "Wage Rate" and/or "cost".

BID REJECTION/ACCEPTANCE

1. **BID EVALUATION:** The Executive Director of NIDC will award the contract on the basis of the Lump Sum Base Bid. The contract will be awarded to the Contractor with the lowest responsive and responsible Lump Sum Base Bid, who also meets the required qualifications found in the Specifications.
2. **CONTRACT AWARD:** The Executive Director of NIDC will award the contract on the basis of the Bid Evaluation. The contract shall be awarded to the lowest responsible bidder whose bid complies with the bid specifications. The Executive Director reserves the right to reject all bids if it appears that the lowest bid for the work to be let is unreasonably high. The Executive Director further reserves the right to reject the bid of any bidder who is, in the judgment of said Executive Director, incompetent or otherwise unreliable for the performance of the work bid or who shall previously have willfully or negligently failed to complete any work or contract entered into with the City or any officer or department thereof or who shall have willfully or negligently failed to enter into a contract with satisfactory Surety for any work that shall have been previously awarded by said Executive Director. The Executive Director further reserves the right to disregard and reject any and all bids.

- 3 Upon determination and acceptance of the lowest responsible and responsive bidder, NIDC will send out written notice of the acceptance of the bid. Upon receipt of the notice, the Contractor will have 3 business days to provide to NIDC the Subcontractor List and Section 3 documents included herein.
4. If written notice of the acceptance of the bid is mailed, to the Contractor within sixty (60) days after the opening thereof, the Contractor agrees to execute and deliver the contract in the prescribed form (contract form on file in the office of the Executive Director of NIDC) and furnish the required performance and payment bonds, and to meet such insurance requirements as may be required, within ten (10) days after the receipt of the official notice of award. This Contractor understands that if they are the successful bidder and the contract is awarded, failure to execute and to deliver the contract or to furnish the required insurance and the required security within ten (10) days after receipt of the official notice of award NIDC, in addition to any other legal or equitable remedy which it may have, may annul the award and notice of award, and the bid security of this bidder will be forfeited.

BID SUBMITTAL CHECKLIST (Important): CONTRACTORS are required to sign and complete all the following documents and to submit them with their bid to be considered for award.

- Bid submission form
- Signed Addendum, if any
- Materials list
- Contractor References documents
- Contractor ownership information.
- Bid bond

NOTE: FAILURE TO SUBMIT ANY ONE OF THE DOCUMENTS LISTED ABOVE WILL RESULT IN BID REJECTION

CONTRACT CONDITIONS

On written request, NIDC will provide contractors a blank template of the Contract language, which includes provisions for liquidated damages, contract cancellation, and other terms and conditions.

PERMITS

The contractor shall obtain and pay for all permits required to complete the contract. No work shall commence until permits have been obtained. These permits and licenses must be kept current and in force during the term of the contract and warranty period. A lead abatement permit must be obtained from the Milwaukee Health Department (MHD), and MHD will monitor the work. Contractors and their employees must be eligible to obtain lead abatement permits and perform lead abatement work.

PAYMENT SCHEDULE

The selected contractor shall submit a requested schedule of payments and schedule of values that will apply to work completed for this project. Generally payments are made available in amounts no less than \$5,000.

RETAINAGE

At NIDC's discretion, 10% of the requested amount may be withheld pending punch list work including lead clearance from the Milwaukee Health Department.

SPECIFICATIONS

The City of Milwaukee "Rehabilitation Technical Specifications and Performance Standard" are

incorporated herein by reference. Copies of this document are available at: <http://www.city.milwaukee.gov/RehabilitationTechni16398.htm>. If there is a conflict between the Specifications and the Scope of Work, the Scope of Work shall take precedence.

WITHDRAWAL OF BIDS

Bids may be withdrawn only in total, and only by a written request prior to the award of the contract. NIDC has sole discretion to grant a request for a bid withdrawal, and only in the case of an error that will result in a significant financial hardship.

NONDISCRIMINATION

The successful bidder will not discriminate against any qualified employee or qualified applicant for employment because of sex, race, religion, color, national origin or ancestry, age, disability, lawful source of income, marital status, sexual orientation, gender identity or expression, past or present membership in the military service, familial status, or based upon affiliation with, or perceived affiliation with any of these categories as provided by Section 109 of the Milwaukee Code of Ordinances. This provision must be included in all subcontracts. Contractor agrees that they will comply with all applicable requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. 12101, et seq

INTEREST IN CONTRACT

No officer, employee or agent of the City of Milwaukee or NIDC who exercises any functions or responsibilities in connection with the review, approval or administration of this contract shall have any personal interest, direct or indirect, in this contract.

LIQUIDATED DAMAGES

Liquidated Damages under the contract will be \$100.00 per calendar day. Should the CONTRACTOR fail to complete the work by the completion date of the contract or within such extra time as may have been allowed for delay by extensions granted as provided in the Contract, the Contractor shall reimburse the Owner for the additional expense and damage for each calendar day, Sundays and legal holidays included, that the Contract remains uncompleted after the specified completion date. The said amount agreed upon is not a penalty but are liquidated damages for the loss to the Owner on account of expense due to the employment of engineers, designers, inspectors, and other employees after the expiration of the time of completion, and if applicable, expenses incurred as a result of the impact of the Contractor on other Contractors under this project or other contracts, and on account of the value of the operation of the works dependent thereon. The Owner shall have the right to deduct such damages from any amount due, or that may become due the Contractor, or the amount of such damages shall be due and collectible from the Contractor.

NO COLLUSIVE ARRANGEMENTS

Contractor certifies that all statements in its bid are true and that its bid is genuine and not collusive or sham, and that Contractor has not colluded, conspired, connived or agreed directly or indirectly with any other bidder or other person to put in a sham bid or to refrain from bidding. Contractor further agrees that (he/it) has not in any manner, directly or indirectly, sought by agreement or collusion with any bidder or other person to fix its bid price or that of any other bidder or to fix any overhead or profit, or that of any other person, or to secure advantage against NIDC or against any person interested in the Contract. Contractor further certifies that there have been no fraudulent or deceitful arrangements between Contractor and subcontractors, between Contractor and NIDC, and between Contractor and any lender providing financing for any portion of this Contract.

SMALL BUSINESS ENTERPRISES (SBE) AND SECTION 3 WORK FORCE PARTICIPATION

Contractors are notified that it is NIDC policy to strongly encourage SBE and Section 3 participation on all

NIDC-sponsored contracts. Information about the City of Milwaukee's SBE programs is available at <http://city.milwaukee.gov/Directory/OSBD>

CITY OF MILWAUKEE – NEIGHBORHOOD IMPROVEMENT DEVELOPMENT CORPORATION (NIDC) CONTRACTOR RESPONSIBILITIES UNDER SECTION 3

What is Section 3?

Section 3 is enforced by the U.S. Department of Housing and Urban Development (HUD.) Section 3 seeks to ensure that low income residents of the local community have access to the employment and contracting opportunities created by HUD funded programs. NIDC supports and encourages HUD's Section 3 goals.

What projects are subject to Section 3?

If you are a contractor who receives an NIDC contract for more than \$100,000, your project is subject to Section 3 requirements and you have certain responsibilities to comply with Section 3. Whether or not your bid on this project is over \$100,000, NIDC requests that you and your subcontractors fill out a "Section 3 Business Certification Form."

What are Contractors' responsibilities under Section 3?

If you are a contractor who, in a single contract, receives more than \$100,000 of Federal funding through NIDC, the following requirements apply to your project and will be included in the contract (See attached "Section 3 Clause" for language which will be included in contracts):

- Include the "Section 3 Clause" (see attached) in all contracts with your subcontractors on this project.
- Submit a "Section 3 Business Certification Form" and require all subcontractors working on a NIDC funded project to submit a "Section 3 Business Certification Form."
- Strive to meet the Section 3 Business participation goal of at least 10% of the total dollar amounts of construction contracts or subcontracts associated with this contract are awarded to Section 3 Businesses (the definition of a Section 3 Business is below).
- If this contract results in you or your contractors/subcontractors hiring **new employees**, you and your contractors/ subcontractors must attempt to identify and hire qualified Section 3 residents (the definition of a Section 3 resident is below) to fill these positions. "Attempt" means efforts such as recruiting low-income residents through local advertising media, displaying signs at the project site, contacting area community and workforce development organizations, or similar methods. If new employment opportunities are created as a result of this project, NIDC will require documentation of the steps you and your contractors/subcontractors took to identify and hire qualified Section 3 residents.
- Submit a Section 3 Participation Report at the conclusion of each project.

What is a Section 3 Business?

Section 3 Businesses are one of the following:

1. Businesses that are 51% or more owned by Section 3 Residents.
2. Businesses where at least 30% of employees are currently Section 3 Residents, or were within three years of the date of hire.
3. Businesses that commit to and document that at least 25% of the dollar amount of all subcontracts associated with its work on a project will be carried out by businesses which meet one of the two above criteria.

Who is a Section 3 Resident?

Section 3 Residents are:

1. Residents of Public Housing or

2. Individuals that reside in the City of Milwaukee and whose household incomes do not exceed the thresholds below.

(Income levels effective January 10th, 2013)

Family Size:	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Household Income	\$39,350	\$44,950	\$50,550	\$56,150	\$60,650	\$65,150	\$69,650	\$74,150

Is there a current list of Section 3 Businesses?

There is no current list of Section 3 Businesses in the Milwaukee Area. Currently, NIDC relies on businesses self-certification to determine whether or not a business is a Section 3 Business. While the criteria are not identical, many City of Milwaukee certified Small Businesses Enterprises (SBEs) may also qualify as Section 3 Businesses. A list of SBEs is available at: <http://city.milwaukee.gov/Directory/OSBD>

If you or your sub-contractors are seeking a referral source for qualified Section 3 Residents to be considered for new employment opportunities arising out of NIDC funded projects, please contact the Wisconsin Regional Training Partnership at 414-342-9787 or the Milwaukee Area Workforce Investment Board at 414-270-1700.

If you have additional questions about Section 3 requirements, please contact NIDC.

City of Milwaukee – Neighborhood Improvement Development Corporation Section 3 Business Certification

Section 3 Business Criteria: Your business is eligible for Section 3 Certification if it meets any one of the following criteria. If your business meets one or more of these criteria, please circle the applicable criteria.

1. Fifty-one percent or more of your business is owned and managed by a Section 3 qualified person or persons. (See qualification guidelines below)
2. Thirty percent or more of your permanent, full-time employees are Section 3 qualified persons.
3. You can provide evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications of (1) and (2) above.

Section 3 Person Criteria: A Section 3 qualified person must:

- 1) Be a resident of Public or Indian Housing; or,
- 2) Live in the City of Milwaukee and, earn no more than the following amounts:

(Income levels effective January 10th, 2013)

Family Size:	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Household Income	\$39,350	\$44,950	\$50,550	\$56,150	\$60,650	\$65,150	\$69,650	\$74,150

Section 3 Statement: Please check the appropriate box below.

- My business is a Section 3 business in accordance with the criteria circled above under Section 3 Business Criteria.
- My business is not a Section 3 business.

Signature:		Date Signed:
Name:	Title:	
Company Name:		
Address:		
Telephone Number:		

Note: The City of Milwaukee or NIDC may request documentation and additional information as may be reasonably required to certify whether your business qualifies as a Section 3 business. If you are found to have intentionally falsified any information on this report, you may be prohibited from bidding on future City of Milwaukee or NIDC projects.

If you have any questions about this form, please call NIDC at (414) 286-5608.

SECTION 3 CLAUSE
(for inclusion in all section 3-covered contracts)

- A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low-and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Non compliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

Bid Submission Form

This bid document consists of the following sections: Bid Submission Form, the Materials List, the Contractor's References, Contractor Ownership Information. All pages of all sections must be completed and submitted as your bid along with your bid surety. Bid forms must be received on time and no later than **Wednesday, February 12th, 2014 before 11 AM in a sealed envelope** or will be deemed unresponsive and not opened. CONTRACTOR agrees this bid shall remain in effect for a period of sixty (60) days. If the NIDC takes no action during the 60 days, the bid shall become void without recourse by either party.

START AND COMPLETION OF WORK

The work presented in this project is to be started within **15** days after Contractor's receipt of a Notice to Proceed and is to be satisfactorily completed within **90** days thereafter.

BIDDING --

Contractors should submit bids to do EXACTLY the work AS DESCRIBED. Any desired changes must be proposed on a separate, "Alternate Bid" page. Any proposed changes are subject to the NIDC's approval.

MAIL OR DELIVER BIDS TO :

Department Of City Development BID DESK, Second Floor
809 N. Broadway
Milwaukee, Wisconsin 53202

Owner: **NIDC**
Project Address: **2409 N 4TH ST**
Current Address: **809 N Broadway 3rd Floor, Milwaukee, Wi 53202**
Rehabilitation specialist: **Bob McInnes 414-286-6458 Direct 414-708-3258 Cell**

The general contractor accepts and agrees to all of the terms and conditions stated in the General Bid Conditions and instructions which are incorporated herein by reference. The contractor hereby further agrees to execute a contract for performance of work as outlined in the "Scope of Work" dated 1-21-2014 and to furnish labor and materials in accordance with the "Technical Specifications and addenda"

BASE BID LUMP SUM: \$ _____

Each Bidder shall submit a lump sum price to include the labor, equipment and materials necessary and required to perform all of the General Contracting at **2409 N. 9th Street** listed in the project specific scope, in accordance with the bid documents and specifications herein. Base Bid Lump Sum shall consist of the sum of the following Division prices:

1000	General requirements including cost of bonds	\$
2050	Demolition	\$
2200	Excavation grading and backfill	\$
2510	Concrete	\$
2900	Landscaping	\$
4000	Masonry	\$
6100	Lumber and rough carpentry	\$
6200	Finish Carpentry and millwork	\$
7530	asphalt roofing	\$
7580	Vinyl siding and cladding	\$
7600	insulation	\$
7631	Gutters and downspouts	\$
8200	Doors	\$
8600	Windows	\$
8710	Hardware	\$
9250	Drywall and plaster	\$

9300	Ceramic Tile	\$
9550	Wood floor	\$
9660	Asphalt, vinyl, and resilient tile flooring	\$
9680	Carpet	\$
9900	Painting and varnishing	\$
15300	Smoke and CO alarms	\$
15400	Plumbing	\$
15500	HVAC	\$
16000	Electrical <u>including</u> fixture allowance	\$

Company name _____

Address: _____

City/State/Zip _____

Phone _____

City License # _____

Lead License No _____

Contractor Insurance _____

Expiration Date _____

By: _____

Signature

Date: _____

Title _____

Witness _____

Federal contractor tax id # or social sec # _____

Note: one of these numbers is required to validate this bid.

If other than sole proprietor, complete the following:

I certify that I am the _____ (Officer or Title) of the corporation named as contractor herein; that _____ (Name of bidder) who signed this bid form on behalf of the contractor was the authorized representative, of said corporation; that said bid form was duly signed for and in behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

(Corporate Seal) BY: _____

Acceptance By Contractor

I have reviewed all bids and hereby accept this bid. I understand that this acceptance is final and may not be revoked subsequent to approval by the NIDC Administrative Review Committee.

Owner's Signature: _____

Date: _____

Owner's Signature: _____

Date: _____

Materials List

For the project located at: **2409 N 4TH ST**

Failure to complete the form may disqualify your bid. Please print clearly.

I, the contractor, submit the following descriptions and allowances as part of the bid price. Deviations from the materials, quantities or costs as herein specified will result in a change order with cost differences to the contract. The owner will be provided samples for selection in the price ranges or quality levels as shown below.

SIDING: Manufacturer _____ Gauge _____ Style _____
Type of Material _____ Exposure _____ Color _____
Type of Backerboard _____ Warranty Period _____

ALUMINUM TRIM: Color _____ Gauge _____

WINDOWS: Manufacturer _____ Model _____
Finish _____ Quantity _____

STORM DOORS: Manufacturer _____ Model _____
Finish _____ Quantity _____

KITCHEN CABINETS: Linear Feet of Base Cabinets & Countertops: _____
Linear Feet of Wall Cabinets: _____
Manufacturer _____ Model _____
Finish _____ Quantity _____

MEDICINE CABINET: Manufacturer _____ Model _____
(Circle One) Lighting: with / without Mounting: Surface Flush

FLOOR COVERING: Allowance per square yard for Vinyl flooring, material only: _____
Allowance per square yard for Wood flooring, material only: _____

VANITY: Cabinet Manufacturer _____ Model _____ Size _____
Sink Manufacturer _____ Model _____ Color _____
Material _____
Faucet Manufacturer _____ Model _____

BATHTUB: Tub Manufacturer _____ Model _____
Color _____ Size _____
Material _____
Faucet Manufacturer _____ Model _____
Showerhead Manufacturer _____ Model _____

TOILET: Manufacturer _____ Model _____ Color _____

KITCHEN SINK: Manufacturer _____ Basin (Circle One) 1 2
Material _____ Size _____ Spray (Circle One) yes no
Faucet Manufacturer _____ Model _____

LAUNDRY TUB: Material _____ Basin (Circle One) 1 2

WATER HEATER: Manufacturer _____ Model _____ Size _____ gallon
Fuel: (Circle One) Gas Electrical

HEATING: Furnace Manufacturer _____ Model _____
BTUH Input Capacity _____ Fuel _____

HUMIDIFIER: Manufacturer _____ Model _____

ELECTRICAL: Total material allowance for all light fixtures included in bid: \$ _____
Total number of fixtures: _____

Contractor Reference Form

(for project at: 2409 N 4TH ST)

Failure to complete the form may disqualify your bid. Please print clearly.

CONTRACTOR: List below three references.

Refer only jobs you have successfully completed and jobs of comparable size and scope to this job. The customer for whom you are submitting this bid may be contacting your references. Be sure to obtain permission from the owners whose names you provide.

REFERENCES

1. Name: _____
Address: _____
Telephone: _____

SIZE OF JOB:
_____ Under \$100,000 _____ over \$100,000

BRIEFLY DESCRIBE THE WORK YOU COMPLETED:

2. Name: _____
Address: _____
Telephone: _____

SIZE OF JOB:
_____ Under \$100,000 _____ over \$100,000

BRIEFLY DESCRIBE THE WORK YOU COMPLETED:

3. Name: _____
Address: _____
Telephone: _____

SIZE OF JOB:
_____ under \$100,000 _____ over \$100,000

BRIEFLY DESCRIBE THE WORK YOU COMPLETED:

Contractor Ownership Information
Failure to complete the form may disqualify your bid. Please print clearly.

Thank you for submitting a bid for a NIDC-sponsored rehabilitation.

I (we) certify that this information is true, accurate, and complete. I (we) understand that incomplete or inaccurate information may mean my (our) bid will not be accepted by NIDC.

Full, legal name of your contracting business (no abbreviations):

Address of business: _____

List all owners & partners of this business:

First _____ Middle _____ Last _____ Date of Birth _____

Address _____

First _____ Middle _____ Last _____ Date of Birth _____

Address _____

List addresses of all properties located in the City of Milwaukee that are owned in whole, or in part, by any owner or partner of the contracting business. Include properties under all forms of ownership including LLC's, incorporated businesses, partnerships, etc.

- | | | |
|------------------|-------------------------|--|
| 1. Address _____ | Property taxes current? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | Open code orders? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 2. Address _____ | Property taxes current? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | Open code orders? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 3. Address _____ | Property taxes current? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | Open code orders? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 4. Address _____ | Property taxes current? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | Open code orders? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 5. Address _____ | Property taxes current? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | Open code orders? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 6. Address _____ | Property taxes current? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | Open code orders? | Yes <input type="checkbox"/> No <input type="checkbox"/> |

Attach additional sheets if necessary.

Sub-Contractor/Vendor List

I (we) certify that this information is true, accurate, and complete. I (we) understand that incomplete or inaccurate information may mean my (our) bid will not be accepted by NIDC. Attach additional sheets for other sub-contractors or material suppliers.

The total of SBE sub-contracts, including material suppliers is: \$ _____
 The total of Section 3 sub-contracts including material suppliers is: \$ _____

ELECTRICAL		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
PLUMBING		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
HVAC		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
CARPENTRY		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
CONCRETE & MASONRY		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
LEAD ABATEMENT		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
INSULATION		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No

Sub-Contractor/Vendor List

I (we) certify that this information is true, accurate, and complete. I (we) understand that incomplete or inaccurate information may mean my (our) bid will not be accepted by NIDC. Attach additional sheets for other sub-contractors or material suppliers.

The total of SBE sub-contracts, including material suppliers is: \$ _____
 The total of Section 3 sub-contracts including material suppliers is: \$ _____

Vendor:		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
Vendor:		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
Vendor:		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
Vendor:		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
Vendor:		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
Vendor:		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No
Vendor:		Amount of Subcontract	\$
Company Name		SBE Status	Yes
Address			No
Contact Name		Section 3 Status	Yes
Contact Phone			No

BID BOND
CITY OF MILWAUKEE, WISCONSIN
LICENSED SURETY CORPORATION BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we,

.....

of
(Street and Number) (City) (State)

as principal and of
(Home Office)

as surety are held and firmly bound unto the City of Milwaukee, Wisconsin, hereinafter called City in

the penal sum of

..... Dollars,

to be paid to the City: its successors and assigns, for which payment well and truly to be made, we bind ourselves, and our heirs, executors, and, administrators, or successors and assigns, as the case may be, jointly and severally, firmly by these presents.

WHEREAS, the above bounden principal is making a proposal in writing dated
20, to the Commissioner of City Development of the City, according to Official Notice No
20, of said Commissioner for furnishing all material, equipment, labor and everything necessary for
the completion of the work of...

according to plans, specifications and the other contract documents on file in the office of said
Commissioner, a copy of which proposal is by reference made a part hereof, and the said proposal is
accompanied with this bond.

NOW, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above bounden principal shall
execute the contract in quadruplicate, in accordance with the proposal as accepted, with approved licensed
surety corporation bound thereto for the faithful performance and proper fulfillment

of such contract, and return the same to the office of the said Commissioner within the time limit specified in said proposal, then the above obligation shall be void, otherwise it shall be and remain in full force and effect.

In witness whereof, the above bounden parties have executed this instrument under their several seals at Milwaukee, Wisconsin, this day of 20, the name and corporate seal of each corporate party being hereto affixed and this instrument signed by its duly authorized representative.

Bidder Witnesses (Seal)
(Bidder)

.....
By
.....
(Name and Title)

Surety Witnesses
(Surety)

.....
By
.....
(Attorney-in-Fact or Agent)

(Seal of Surety)

Name of Surety Contact Person _____ and Phone Number _____
(Please Print)

NOTE: The affidavit on the following page must be properly executed before this bond will be approved.

AFFIDAVIT

STATE OF WISCONSIN }
MILWAUKEE COUNTY }

SS

.....
being first duly sworn, on oath deposes and says that he is

(Attorney-in-Fact or Agent)

of

(Surety)

surety on the within bid bond executed by

Affiant further deposes and says that no city official or city employee of the City of Milwaukee has any interest, directly or indirectly in, or is receiving any premium, commission, fee or other thing of value on account of, the sale or furnishing of said bid bond.

.....

Subscribed and sworn to before me this

..... day of 20

.....
Notary Public, Milwaukee County, Wisconsin

My commission expires

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: that

(Name of Contractor)

(Address of Contractor)

a _____, hereinafter called Principal,
(Corporation, Partnership, or Individual)

and _____
(Name of Surety)

(Address of Surety)

hereinafter called Surety, are held and firmly bound unto _____

(Name of Owner)

(Address of Owner)

hereinafter called Owner, in the penal sum of _____

_____ Dollars, \$ (_____)

in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered into a certain contract with the Owner, dated the _____ day of _____ 20_____, a copy of which is hereto attached and made a part hereof for the construction of:

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all the undertakings, covenants, terms, conditions, and agreements of said contract during the original term thereof, and any extensions thereof which may be granted by the Owner, with or without notice to the Surety, and if he shall satisfy all claims and demands incurred Under such contract, and shall fully indemnify and save harmless the Owner from all costs and damages which it may suffer by reason of failure to do so, and shall reimburse and repay the Owner all outlay and expense which the Owner may incur in making good any default, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED FURTHER, that the said Surety, for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed thereunder or the specifications accompanying the same shall in any wise effect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract or to the work or to the specifications.

PROVIDED FURTHER, that no final settlement between the Owner and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in four (4) counterparts, each one of which shall be deemed an original, this the _____ day of _____, 20_____.

(SEAL)

Principal

Witnesses

By

Title

Address

Surety

Surety Witnesses

Surety - Contract MAILING Address

By

Attorney-in-Fact or Agent

(SEAL OF SURETY)

Name of Surety Contact Person _____ and Phone Number _____
(Please Print)

NOTE: The affidavit on the following page must be properly executed before this bond will be approved. Date of Bond must not be prior to date of Contract. If Contractor is Partnership, all partners should execute bond.

IMPORTANT: Surety companies executing bonds must appear on the Treasury Department's most current list and be authorized to transact business in the State where the project is located.

AFFIDAVIT

(With Performance Bond)

STATE OF WISCONSIN)
MILWAUKEE COUNTY)

_____, being first duly sworn,
on oath deposes and says that he/she is _____
(attorney-in-fact

_____ of _____
or agent) (Bonding Company)

and is duly authorized to sign for and on behalf of said company, surety on the attached contract, executed
by _____

(Contractor)

Affiant further deposes and says that no city official, or city employee, of the City of Milwaukee has
an), interest, directly or indirectly, or is receiving any premium, commission, fee, or other thing of value, on
account of the sale or furnishing of this bond, undertaking or contract of indemnity, guaranty, or suretyship,
in connection with the above-mentioned contract.

(Signature)

Subscribed and sworn to before me this
_____ day of _____, 20_____.

Notary Public, Milwaukee Co. Wisconsin

My commission expires _____

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS: that

_____ (Name of Contractor)

_____ (Address of Contractor)

a _____, hereinafter called Principal,
(Corporation, Partnership, or Individual)

and _____ (Name of Surety)

_____ (Address of Surety)

hereinafter called Surety, are held and firmly bound unto _____

_____ (Name of Owner)

_____ (Address of Owner)

hereinafter called Owner, in the penal sum of _____

_____ Dollars, \$ (_____)

in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered into a certain contract with the Owner, dated the _____ day of _____ 20_____, a copy of which is hereto attached and made a part hereof for the construction of:

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all the undertakings, covenants, terms, conditions, and agreements of said contract during the original term thereof, and any extensions thereof which may be granted by the Owner, with or without notice to the Surety, and if he shall satisfy all claims and demands incurred Under such contract, and shall fully indemnify and save harmless the Owner from all costs and damages which it may suffer by reason of failure to do so, and shall reimburse and repay the Owner all outlay and expense which the Owner may incur in making good any default, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED FURTHER, that the said Surety, for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed thereunder or the specifications accompanying the same shall in any wise effect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract or to the work or to the specifications.

PROVIDED FURTHER, that no final settlement between the Owner and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in four (4) counterparts, each one of which shall be deemed an original, this the _____ day of _____, 20 _____.

(SEAL)

Principal

Witnesses

By

Title

Address

Surety

Surety Witnesses

Surety - Contract MAILING Address

By

Attorney-in-Fact or Agent

(SEAL OF SURETY)

Name of Surety Contact Person _____ and Phone Number _____

(Please Print)

NOTE: The affidavit on the following page must be properly executed before this bond will be approved. Date of Bond must not be prior to date of Contract. If Contractor is Partnership, all partners should execute bond.

IMPORTANT: Surety companies executing bonds must appear on the Treasury Department's most current list and be authorized to transact business in the State where the project is located.

AFFIDAVIT

(With Payment Bond)

STATE OF WISCONSIN)
MILWAUKEE COUNTY)

_____, being first duly sworn,
on oath deposes and says that he/she is _____
(attorney-in-fact

_____ of _____
or agent) (Bonding Company)

and is duly authorized to sign for and on behalf of said company, surety on the attached contract, executed
by _____

(Contractor)

Affiant further deposes and says that no city official, or city employee, of the City of Milwaukee has
an), interest, directly or indirectly, or is receiving any premium, commission, fee, or other thing of value, on
account of the sale or furnishing of this bond, undertaking or contract of indemnity, guaranty, or suretyship,
in connection with the above-mentioned contract.

(Signature)

Subscribed and sworn to before me this
_____ day of _____, 20_____.

Notary Public, Milwaukee Co. Wisconsin

My commission expires _____.

Scope of work 1/21/2014

Initial Inspection Date: 9/20/2013
Scope Date: 1/21/2014

Owner: NIDC
Property address: 2509 n 4th street

Specialist: Bob McInnes

Direct: 414-286-6458
Cell: 414-708-3258

Prior version dates: 1/17/2014
11/27/2013

Robert.mcInnes@tds.net

Program: NSP aq rehab

Both the "Rehabilitation and Technical Specifications and Performance Standard for the City of Milwaukee - February, 2006" and the "NIDC Addendum to Specifications", effective March 2, 2010, are incorporated into this scope by reference. These items provide an outline of materials requirements and performance expectations. Updated copies can be obtained from NIDC at 809 N. Broadway, (Room 104, first floor) or online at <http://city.milwaukee.gov/RehabilitationTechni16398.htm>.

Standard Window Treatment: Any task that disturbs a previously painted surface shall be performed by properly certified personnel and requires Milwaukee Health Department notification. Standard window treatment and window replacement shall be performed by properly certified personnel and requires a Milwaukee Health Department Permit.

Miscellaneous: The contractor is responsible to field verify all measurements, the amount of materials needed, and the number of windows in the building. If any item in this scope calls for a certain manufacturer, model number, or approved equivalent of a particular item, and that item is to be substituted, both NIDC and the owner must approve the substitution in writing as a part of the contract.

Code Key:

REQ =	required work
Not req	not required work
Permit =	DNS permit required
PbA =	MHD permit is required
PbN =	MHD Notification is required
ALT =	Alternate

Spec code Description of work

Note: Item code

1000 General requirements

1000 SCOPE IS FOR A GENERAL CONTRACTOR.

1000 BID PLANS Bid plans REQ permit

included as part of the bid documents are conceptual and are meant to represent the expected general layout. Minor size variations in final submitted architects plan are acceptable to achieve the design intent. The contractors bid price will be considered as all inclusive to achieve the concept. The conceptual plans show kitchen cabinet layout, bath fixtures, framing requirements of the remodel, expected size/layout of rooms, window and door location, Contractor is to field verify all requirements prior to bid submission to achieve the concept such as: joist and beam direction, point loading of structure, conditions of existing support framing in basement as part of his bid. Change orders will only be considered to cover hidden unforeseen compromised structure un-covered during removal of finishes. Final plans, provided by contractor as part of his bid, are to receive final approval for concept by NIDC before submittal to the plan review department. DUE DILIGENCE IS EXPECTED. ANY EXCLUSIONS TO SCOPE SHALL BE STATED ON BID SUBMITTAL.

1000 CONTRACTOR TO PROVIDE ALL PLANNING COSTS IN BID REQ permit
 Planning costs to include: Architects plans for remodeling, City of Milwaukee plan review, city and state required permitting and any related costs. Final plans to be submitted for approval to NIDC prior to submittal to plan review.

Spec code	Description of work	Note: Item code
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1000	BONDING REQUIREMENTS if bid is over \$100,000. BID SECURITY: Bond, certified check, or cashier's check to accompany bid: 10% of Contractor's base bid. No bid will be received unless a certified check or bank draft payable to the Neighborhood Improvement Development Corporation, or a satisfactory bid bond in the amount not less than ten percent (10%) of the bid shall accompany each bid as a guarantee that if the bid is accepted, the bidder will execute and file the Agreement. If a bid bond is used, it must be sealed by the bonding company and be accompanied by an affidavit of no interest and a copy of a power of attorney. PERFORMANCE BOND AND PAYMENT BOND: The successful bidder will provide, INCLUDED IN BID PRICE , a Performance Bond and Payment Bond in the amount of 100% of the bid amount within ten days after Notice of Award as part of the executed contract prior to notice to proceed. Any Change order approved during the course of construction the contractor shall include additional bonding to cover the entire contract amount for the duration of the project ten days after change order approval. Bonding agents must be licensed in the State of Wisconsin. In case bidder fails to file such contract and bonds within the time set forth, the bid security shall be forfeited to NIDC as liquidated damages. A copy of the bid bond form is attached to the bid package. A copy of performance and payment bond documents are attached to the bid package.	REQ
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1000	INSURANCE The CONTRACTOR shall purchase and maintain in full force and effect during the term of this CONTRACT and the one (1) year warranty period general liability and workman's compensation insurance as will protect him/her from claims which may arise out of or result from the CONTRACTOR'S operations be they by him/herself or by any subcontractor or by anyone directly or indirectly employed by any of them or by anyone for whose acts any of them may be liable. <u>Prior to the start of work, the CONTRACTOR shall furnish NIDC with certificates of insurance for both liability and Worker's Compensation insurance written by a company licensed in the State of Wisconsin and rated "A" or better in the current Best's Key Rating Guide.</u> Limits of insurance shall be as follows: (per City of Milwaukee licensing) • Coverage Amount • Worker's Compensation • Comprehensive General Liability • Broad form policy with a combined single limit of not less than \$350,000 per occurrence. • Automobile Liability	REQ
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Description of work

Note: Item code

Spec code

1000

ADDITIONAL REQUIREMENTS AND SUBMITTALS

List of subcontractors: General contractor shall supply a list of ALL subcontractors with their contact information to the owner within 3 days of acceptance of bid or change order as part of their submittal requirements.

Section 3 requirements: General contractor and their Subcontractors shall supply section 3 documents to owner 3 days of notice of acceptance of bid or change order as part of their submittal requirements.

W-9 requirements: General contractor shall supply W-9 form prior to payment.

General contractor shall completely fill out bid documents to submit qualified bid.

1000

USE OF UTILITIES

REQ

During the term of the contract and until NIDC approves the final payment to the CONTRACTOR, NIDC will permit the CONTRACTOR to use existing utilities to carry out the work at no cost up to the following limits. Utility bills exceeding these limits will be charged to the contractor:

A. WE Energies (combined gas and electric): April through October: No more than \$200/Unit/Month;

B. WE Energies (combined gas and electric): November through March: No more than \$400/Unit/Month

C. Water: \$50/month

D. Security System: **INSTALLATION AND MONITORING SHALL BE PROVIDED BY NIDC.** False alarm responses due to lack of proper notification of monitoring station paid for by general contractor.

1000

WARRANTY

REQ

Work performed under this CONTRACT shall be guaranteed for a period of one (1) year from the date of acceptance of work by NIDC. CONTRACTOR shall furnish NIDC with all manufacturers and suppliers written guarantees and warranties covering materials and equipment furnished under this Scope of work prior to final payment.

Spec code	Description of work	Note:	Item code
1000	PERMITS, LICENSES, SUBCONTRACTORS. CONTRACTOR shall: A. Obtain and pay for all permits and licenses required to complete scope under CONTRACT. No work shall commence until proper licenses and permits have been secured. These permits and licenses must be kept current and in force during the term of the CONTRACT and warranty period. B. List, by separate written attachment, subcontractors and material suppliers to be used on this project. Changes to the attachment must be accepted in writing by NIDC. All subcontractors must obtain all required licenses and permits. C. Ensure that any subcontractor(s) do not use lead-based paint in or about the property.		REQ
1000	Final cleaning (including windows). General contractor shall leave home professionally cleaned prior to final payment. All surfaces shall be cleaned of dust and debris. Windows shall be cleaned and stickers removed.		REQ
1000	Lead work General contractor shall coordinate initial work start notification and abatement permitting with Milwaukee health department. General contractor shall facilitate all Milwaukee health department monitoring and obtain final lead clearance.		REQ PbA, PbN
2050	Demolition		
2050	provide all removal from site of all items during construction. Include dumpster costs in bid price.		REQ PbN
2050	Remove existing rear entry structure complete including slab poured on grade. Remove basement entry well wall at least 1 foot below grade and any area that interferes with new porch footings complete.		REQ PbN
2050	Remove fuel oil and oil tank in basement. Dispose of according to code. Clean any spilled fuel during removal.		REQ PbN
2050	Remove North South property fence with any footings/ sub ground post anchorage complete. Fill hole flush to grade with dirt. Property line fences to remain.		REQ PbN
2050	Remove all existing floor finishes to prepare for new floor finishes.		REQ PbN

Spec code	Description of work	Note:	Item code
2050	Remove interior walls as required on bid drawing set. Provide all temporary shoring required.	REQ	PbN
2050	Remove existing rear sidewalk to rear entry and existing asphalt driveway to sidewalk.	REQ	PbN
2050	Remove siding (vinyl and wood), trim, aluminum trim entire home to sheathing. Remove existing windows, coordinate with MHD, and provide any required board up. Leave intact Fascia, soffit and rake trim.	REQ	PbA
2050	Remove all existing wall finishes (plaster and lath) from interior walls and ceilings entire house and basement. Remove all board walls in the basement. Remove existing trim and doors. Haul away	REQ	PbN
2050	remove any framing required for new plan. Provide temporary shoring until removed support framing can be installed.	REQ	PbN
2050	Remove chimney complete to basement floor. Patch basement floor with new concrete flush with surrounding floor.	REQ	PbN
2050	Remove front porch center concrete block post next to exterior stairs as required, install wooden knewel to meet current guardrail height.	REQ	PbN
2200	Excavation grading and backfill		
2200	Correct negative pitch of soil around ENTIRE building where grade specifications are not met. Remove mulch and stones around walls. Remove ANY obstructions that prevent water from running away from walls. Grade specifications: Pitch away from building (1/2" to 1" per foot for 5-6 feet from walls) using an underlayment of blended soil (2/3 clay 1/3 topsoil) which will sheen away water.	REQ	PbN
2200	Backfill abandoned basement entryway.	REQ	permit
2510	Concrete		
2510	replace removed asphalt driveway with concrete	REQ	

Spec code	Description of work	Note:	Item code
2510	replace front side walks which have tripping hazards of more than 3/4" or allow water to pond and pitch toward home, must be removed and replaced. Service walk stairs that are cracked or have uneven rise and run not compliant to existing code must be removed and replaced. Provide 3' wide service walk from rear of drive way to new rear porch steps.		REQ
2900	Landscaping		
2900	Fill holes from fence removal. Grade yard expectation is to provide lawn that is Smoothly graded with no variance in plane of more than 1" In 10' x 10' area. Restore lawn: seed and water lawn.		REQ
2900	Provide 3' deep porch stairs to north end of porch planting bed at front of home. plant day lillies single row 2' apart to fill space.		REQ
4000	Masonry		
4000	Provide footings for rear porch.		REQ permit
4000	tuck-point interior and exterior foundation per technical specifications.		REQ PbN
4000	Install concrete block to wall off existing basement entryway. Provide wall ties to existing adjacent walls. Back plaster and waterproof exterior wall including adjacent wall one foot out to ensure seam is sealed.		REQ permit
6100	Lumber and rough carpentry		
6100	Repair upper and Lower porch roof structure complete. Rebuild if required. Remove roofing and decking from front porch roof. Inspect structure below add / repair any rotted framing found. Provide allowance of 50 sf of rough framing replacement. Provide unit cost estimate per SF of framing structure replacement. Provide railing with square 3 1/2" knewel, 2x2 balusters, graspable surface top rail; to meet UDC Requirements. Replicate existing skirting.		REQ permit
6100	Remove lower deck on front porch. Repair any missing rotted joists per code. Install new decking.		REQ permit

Spec code	Description of work	Note:	Item code
6100	Frame rear porch. Open Deck with stairs. Porch shall be 6'-0" x 5'-0" deep, with all required newels, railing, and guardrail. Replicate front porch skirting, decking, and railing.	REQ	permit
6100	Provide new or Remodel any existing framing, Joists, beams, and footings to meet requirements of bid plan set and UDC code. (<i>upper floor joists are 6' nominal size which run perpendicular to roof ridge</i>) Intent is to provide all required framing in base bid.	REQ	permit
6100	Provide new or remodel any existing walls to meet requirements of bid plan set and UDC code. Provide any required drywall blocking.	REQ	permit
6100	Close and/or frame new window/ door openings per plan; ensuring that windows meet natural light requirements of current code. Notice that windows in several rooms require alteration.	REQ	permit
6200	Finish Carpentry and millwork		
6200	Install 18" continuous wire shelf and pole in each closet in the home	REQ	PbN
6200	Install 16' of upper and 22' lower cabinets in kitchen as shown on plan. Include countertops. Cabinets shall be: Merillat Classic Maple "Portrait" style; sable color, self closing drawers, and full extension slides (or equal). Install recessed medicine cabinet to both bathrooms.	REQ	PbN
6200	Provide new MDF wood trim to match craftsman profile drawing supplied in bid drawings. (casing, base etc.) interior entire home.	REQ	PbN
7530	Asphalt roofing		
7530	Provide continuous layer of ice and water entire porch roof. Provide new flashing as required. Roof with asphalt shingles to match rest of roof. Patch framing, sheathing and roofing where the chimney was removed	REQ	PbN
7580	Vinyl siding and cladding		
7580	Install SMOOTH vinyl siding entire home. 4/4 clapboard lower; Simulated fish scale gable ends. Make sure trim is beyond the plane of any J molding. <i>Vinyl corners are acceptable, Color to match trim on windows and doors</i>	REQ	permit

Spec code	Description of work	Note:	Item code
7600	insulation		
7600	Insulate walls R19, roof slope to maximum depth that will be allowed with ventilation chutes, and attic ceiling to R38. Provide vapor barrier tape all joints in vapor barrier.	REQ	PbN
7600	Insulate upper bathroom exhaust vent pipe.	REQ	PbN
7631	Gutters and downspouts		
7631	Retain existing gutters, dispose of downspout. Install 5", square corrugated, seamless, 027 gauge, white aluminum downspouts. Strap at least 3' on center. Abandon all receivers and run downspouts to grade away from home. Remove gutter blocking and rehang existing gutters correctly. Straps are to be beneath shingles. Abandon Yankee gutters on front porch roof. Install K style gutters to front porch roof size shall match existing on house.	REQ	PbN
8200	Doors		
8200	Move existing front entry door per plan. Provide any required new jamb. Re weather-strip to seal door. Provide new full view wood storm door.	REQ	PbN
8200	Install new solid core wood prime door and frame to rear porch. Provide and install security storm as provided by (Fred's ornamental iron or equal) door which single keyed dead bolt cannot be accessed from exterior.	REQ	PbN
8200	Provide new code width compliant paint grade interior paneled doors per plan. Doors shall be Flat Three paneled doors per attached drawing.	REQ	PbN
8600	Windows		
8600	Restore existing basement windows complete. Fix broken glass. Make two open. Relaze if required.	REQ	PbA

Spec code	Description of work	Note:	Item code
8600	Install new prime windows which are in number and sized as required to meet UDC code for egress, lighting, and ventilation. Window in living room can be made into two double hungs if desired. Upper front bedroom can be made into single window if desired. Intenet is that bid price includes all required windows for conceptual floor plan. Windows shall be: Windsor legend series Low E. With 2" polyurethane sills, 3 1/2" polyurethane flat with J channel casing. <u>Equal windows allowed: submit proposed alternate windows and trim with bid proposal on materials sheet.</u>	REQ	PbA
8710	Hardware		
8710	provide new door hardware complete throughout. Hardware shall be kwikset lever sets or equivalent. Entry sets at front, basement, and rear to have locking passage and single keyed alike dead bolt locks. Privacy set on bathroom and passage sets for all others.	REQ	PbN
9250	Drywall and plaster		
9250	provide new drywall complete home to include basement stairway, first and second floor according to plans. Shim as required for jamb width. Provide textured finish sample for approval by NIDC.	REQ	PbN
9300	Ceramic Tile		
9300	install 5'-0" deep X 8' long ceramic tile entryway at front door. Provide sample to owner for selection.	REQ	PbN
9550	Wood floor		
9550	Install new engineered wood flooring to living room and dining room. Provide sample to owner for selection.	REQ	PbN
9660	Asphalt, vinyl, and resilient tile flooring		
9660	Provide and install underlayment and Mid quality vinyl in all two bathrooms, rear entry hallway, and kitchen. Provide sample to owner for selection.	REQ	PbN

Spec code **Description of work**

Note: **Item code**

9680 **Carpet**
Place Mid level carpet in bedrooms upstairs, and hallways. Provide sample to owner four selection

REQ Pbn

9900 Painting and varnishing

9900 Paint exterior wood trim entire home 1 color paint job. completely scrape off old loose paint from remaining trim using sharp carbide scraper. Provide smooth surface for paint application. Include one full coat bonding primer on all surfaces and two finish coats from same manufacturer in color selected by owner. Sheen to be egg shell. Work is to be of first quality. All wood is to be addressed; basement windows, doors, and Trim. Color transitions/junctures are to be caulked, in a neat and workmanlike manner, with a sharp straight delineation between color transitions.

REQ Pbn

9900 Paint interior entire home. Work to include complete coat bonding primer to interior of home. Apply two finish coats from same manufacturer in color selected by owner. Walls flat, trim and doors satin sheen contrasting color, and ceiling white. Owner to provide colors of paint. Work is to be of first quality. Trim/ wall junctures are to be caulked, in a neat and workmanlike manner, with a sharp delineation between color transitions.

REQ Pbn

11020 Security items- owner provided. Contractor responsible for their interactions with the system while under contract.

11020 Owner to install security system at start of project.

REQ Owner provided

11020 Contractor is to be responsible to ensure that alarm is set when not working at property and disarmed upon arrival. Powever outages are reported by monitoring company. Gaurd will be dispatched when alarm trips. Contractor is responsible to notify monitoring agency when power will be interrupted due to work schedule. False alarms by contractor will be back charged at \$30 per occurrence.

REQ Contractor responsible

15000

Mechanicals
Smoke and CO alarms

Install Hardwired Smoke and CO alarms per code.

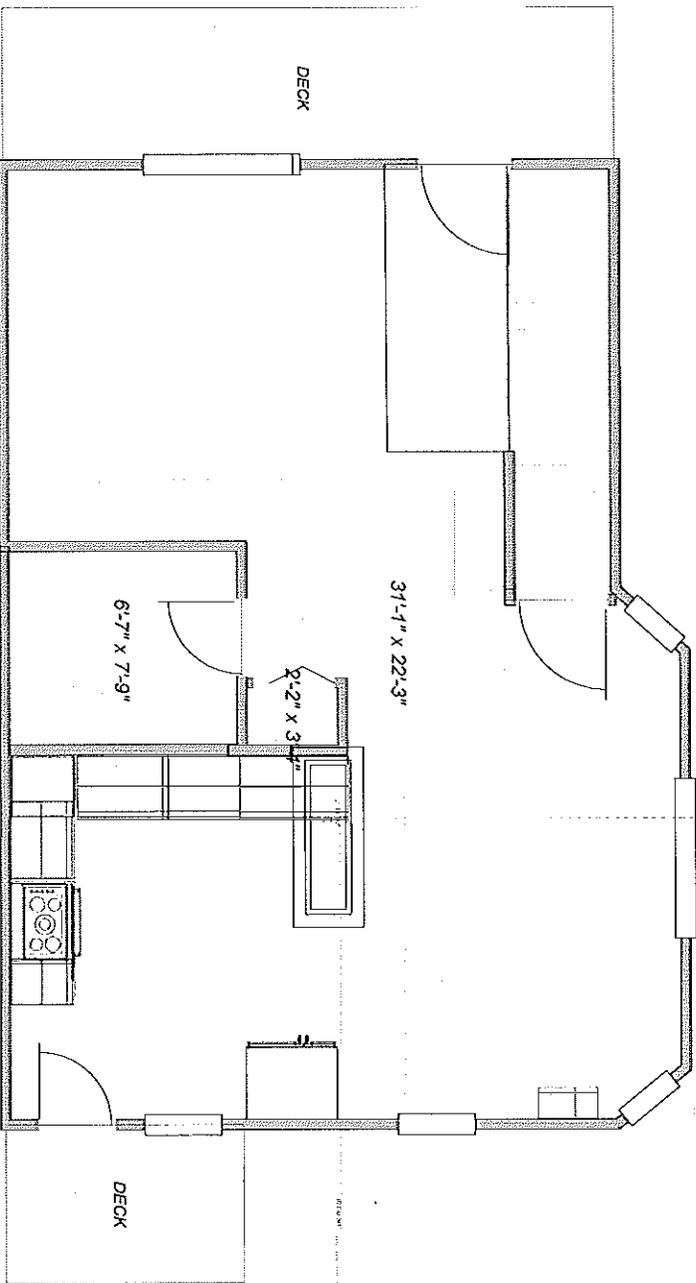
REQ permit

Spec code	Description of work	Note:	Item code
15400	Plumbing		
15400	replace all waste and vent piping as required for plan.	REQ	permit
15400	remove old and install new single bowl stationary tub in basement complete. Provide waste, supply faucet, arrestors, Back flow preventers, laundry hookups, and fiberglass tub per code.	REQ	permit
15400	Water service entry repair as required. Water shut off to operate freely.	REQ	permit
15400	replace all supply lines thru out home with CPVC Or Pex per plan. Water shut offs at all fixture locations.	REQ	permit
15400	provide and Install high efficiency power vented energy star water heater complete with all venting required for code compliant installation.	REQ	permit
15400	Provide and install 2 pedestal sinks and faucet to bathroom per plan	REQ	permit
15400	Provide and install 2 new toilets to bathroom per plan	REQ	permit
15400	provide and install 1 tub, tub/ shower surround, and shower faucet per plan.	REQ	permit
15400	Provide working gas piping to furnace and stove in kitchen	REQ	permit
15400	Provide and install stainless double bowl sink, and faucet in kitchen.	REQ	permit
15400	Clean lateral from house to city sewer.	REQ	permit
15400	Provide and install energy star dishwasher and all related connections.	REQ	permit
15400	Provide new, gas piping for range , furnace, water heater, and dryer in basement.	REQ	permit
15500	HVAC		
15500	Provide and install new 95% High efficiency Energy star Furnace sized for entire home. Include all work required for code compliant functioning furnace. Connect to existing ductwork. All returns are to be covered with a pre-filter during construction. Furnace Shall be In As New condition at completion of Project.	REQ	permit
15500	provide space for future air conditioning addition in ductwork plan	ALT	permit
15500	Remodel / provide new ductwork as required for new plan. Clean prior to turnover	REQ	permit
15500	install dryer vent for laundry area. Vent to be rigid sheet metal vent from exterior vent hood to elbow connection at floor level.	REQ	permit

Spec code	Description of work	Note:	Item code
15500	Install vent pipes for bath fans.	REQ	permit
16400	Electrical distribution		
16000	Install new 100 amp service	REQ	permit
16000	Wire home for new floor plan and all mechanical work listed in this scope. Ensure existing wiring/circuitry is installed per NEC new construction code and properly grounded. Remove or abandon completely all non conforming wiring. Completely abandon any knob and tube wiring.	REQ	permit
16000	Provide and install switched overhead lighting outlets in each room.	REQ	permit
16000	Provide switched lighting at front and rear exits.	REQ	permit
16000	Provide 20 amp circuit at laundry area.	REQ	permit
16000	Provide dedicated circuits for water heater and furnace.	REQ	permit
16000	Provide security lighting outlet and motion detecting fixture at rear of home	REQ	permit
16000	Install energy star bath fan both baths (2 total); connect to vent pipe run outside.	REQ	permit
16500	Lighting		
16500	Provide allowance of \$1200 for light fixtures selected by owner	REQ	permit
16500	Install ceiling fan in each bedroom with light kit.	REQ	permit
16500	Install two bulb light fixtures in stairwells and hallways.	REQ	permit

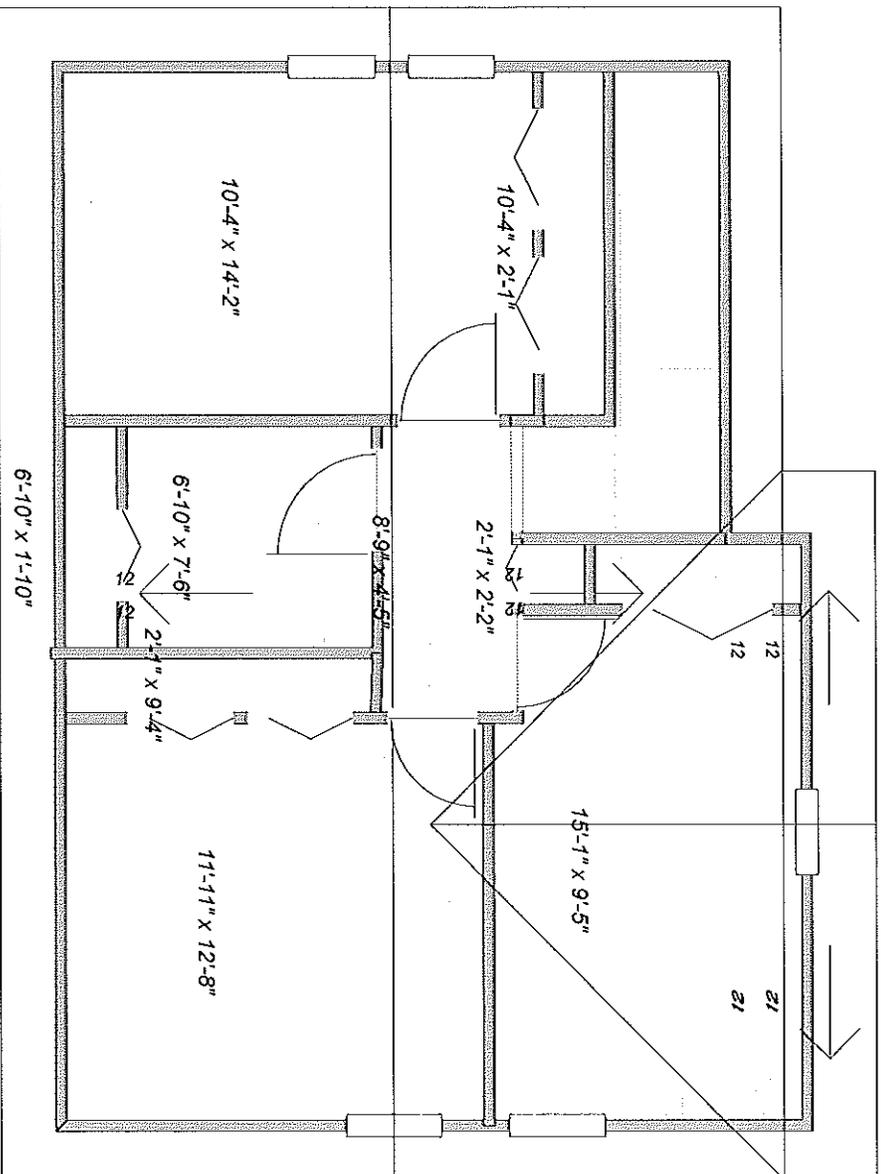
2409 N 4th First floor

- Refrigerator and stove provided by others
- Dishwasher provided by general contractor



2409 N 4th Street Second floor

- Size windows for code compliance
- Shelf and pole in every closet

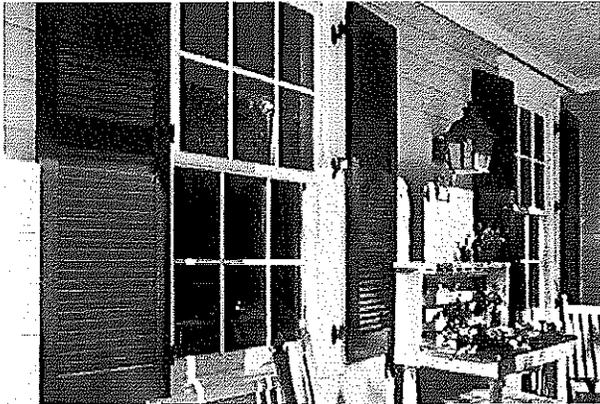


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Legend - Double Hung

- Highly engineered, high-endurance cellular PVC (CPVC) material never rots, warps, cracks, sticks or swells
- Finely crafted details, like sloped sill with sill nosing, offer the traditional beauty and solid density that only comes with real wood
- Cellular PVC (CPVC) carries a 25-year warranty
- Brickmould option allows installation through structural nail fin, not brickmould; no more nail holes to fill
- Perfect for new construction or replacement of double hung windows; approved for historic renovation
- EZ Tilt sash with compression jambliner for easy cleaning and sash removal

Standard Colors

Double Hung / Single Hung / Slider Hardware



White

Glass Options

Exterior Trim

Grille Options

Screens

The on-screen colors provided are to help you determine what is available - unfortunately, due to variations between monitors, they are not true to color. For exact matches, please visit a dealer near you for true-to-color samples.



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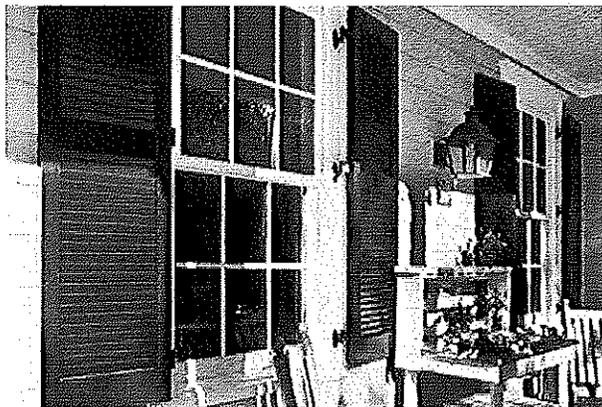
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Standard Colors

Double Hung / Single Hung / Slider Hardware



Glass Options

Slimline

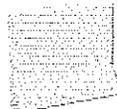
WM 180

Williamsburg

3 1/2" Flat

3 1/2" Flat with J-channel

Exterior Trim



Grille Options

Screens

4 1/2" Backband

5 1/2" Flat

2" Bull Nose Sill Nose

Belly Sill Nose

Double Hung Sill Nose

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