



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

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Bid Package Cover Sheet

The following project is open for bidding by contractors possessing a Milwaukee Home Improvement Contractor License.

Please contact the owner for an appointment to inspect the property. Return bids to the owner.

Note that all activities disturbing lead (PB) based surface coatings require State certified personnel and, as noted, a Milwaukee Health Department Lead Permit.

Project Address	2973-2975 N 2ND ST
Summary Of Work	General repairs
Technical Specialist	Aaron Helt Phone: (414) 286-8606

Bid packages are available from the owners:

Owner	Richard Q. Franklin
Home address	2300 E Webster Pl.
Phone	(h) (920) 539-2695 (w) (920) 539-2695
Bid due date	7/24/2015
Approximate starting date	
Approximate completion date	



SCOPE OF WORK

Date: July 7, 2015

2973-75 N 2nd St

Rehab Specialist: Aaron Hell @ 286-8606

First inspection date: 4/2/15

Prior version dates: 4/8/15

SNIP-HBA

Both the "Rehabilitation and Technical Specifications and Performance Standard for the City of Milwaukee - February, 2006" and the "NIDC Addendum to Specifications," dated 8/23/07 & 5/13/08, are incorporated into this scope by reference. These items provide an outline of materials requirements & performance expectations. Updated copies can be obtained from NIDC @ 809 N Broadway-3rd Flr.

Lead Related Work: Any task that disturbs previously painted surface shall be performed by properly certified personnel and follow the State of Wisconsin Department of Health Services Administrative Code Chapter DHS 163 regarding the certification for the identification, removal and reduction of lead-based paint hazards (Pb).

And, if applicable:

Any task that disturbs a previously painted surface requires Milwaukee Health Department notification (Pb-N). Window replacement shall be performed by properly certified personnel and requires a Milwaukee Health Department Permit (Pb-A).

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.

Line #	Scope of Work Item	Code	Estimate	Materials
1	SITE			
2	Replace missing top rail to fence on north side of yard. Replace missing cyclone fence on southwest corner of lot. Tie into existing fence on west side of lot.	PR		SELF HELP
3	Remove all garbage and shrubs from entire site.	PR		SELF HELP
4				
5				
6	EXTERIOR (HOUSE)			
7	PORCHES			
8	Secure deck, treads, guardrails, skirts and all other trim on all porches and replace missing ballisters. Ensure rails are proper height and meet all existing code requirements.	PR		SELF HELP
9	Prep, prime and paint all porches.	PR/Pb		SELF HELP
10				
11				
12	HOUSE			
13	Repair and tuck point chimney. Repair flue liner cap and furnish and install rain cap.	PR		
14	Secure and seal all downspouts to gutters and house.	PR		SELF HELP
15	Furnish and install downspout extensions to all downspouts.	PR		SELF HELP
16	Furnish and install new steel, pre-hung entrance door with new hardware.	PR		SELF HELP
17	Replace glass in broken window sashes throughout house (3).	PR		SELF HELP
18	Replace all missing or ripped window screens (4).	PR		SELF HELP
19	Repair siding where damaged or missing. Wash off or paint over graffiti on south side.	PR		SELF HELP
20	Repair and/or replace all missing or damaged exterior trim.	PR/Pb		SELF HELP
21	Prep, prime and paint all wood trim. Include window trim, fascia, soffits and decorative mouldings on gables. (colors TBD by owner)	PR/Pb		SELF HELP
22	Remove illegal lights and wiring at front door. Replace with proper wall mounted light.	PR (PERMIT)		
23				
24				
25	INTERIOR			
26	GENERAL THROUGHOUT BOTH UNITS			
27	Repair all broken or missing drywall. Match finish and prime.	PR/Pb		SELF HELP
28	Paint all walls, ceiling and trim.	NR		SELF HELP
29	Furnish and install smoke/CO detectors on all floors including basement	PR		SELF HELP
30	Furnish and install new light fixtures where broken or missing (10).	PR (PERMIT)		
31	Replace all broken and non-functioning outlets throughout (6).	PR (PERMIT)		
32	Replace all broken light switches (4).	PR (PERMIT)		
33	Repair and/or replace all trim where broken, missing or not properly installed.	PR		SELF HELP
34	Replace all broken doors and hardware (10).	PR/Pb		SELF HELP
35	Furnish and install cover plates where broken or missing.	PR		SELF HELP
36	Furnish and install register and return covers throughout.	PR		SELF HELP
37				
38	1st FLOOR UNIT			
39	KITCHEN			
40	Patch tile floor and re grout. Ensure surface is "sweepable."	PR		
41	Replace flexible sink drain with hard pipe.	PR (PERMIT)		
42	Repair all cabinetry for proper function. Install face plate to sink base.	PR		SELF HELP
43	Furnish and install new counter top (color and style TBD by owner).	PR		SELF HELP
44	Re-install existing sink, faucet, drains and supplies to new countertop.	PR (PERMIT)		
45				
46				

47	LIVING ROOM			
48	Remove carpet. Fix swell in sub floor. Furnish and install new carpet.	PR		
49				
50				
51	DINING ROOM			
52	Remove parquet floor. Fix swell in sub floor. Furnish and install new carpet.	PR		
53				
54				
55	BEDROOMS AND CLOSETS			
56	Remove and replace carpet.	PR		
57				
58				
59	STAIRWAY TO BASEMENT			
60	Remove stair coverings (save for patching entry floor). Prep, prime and paint stairs.	PR		SELF HELP
61	Secure handrails.	PR		
62				
63				
64	ENTRY			
65	Patch wood floor. Ensure surface is "sweepable."	PR		
66				
67				
68	BATHROOM			
69	Demo and remove floor. Patch sub floor as necessary. Furnish and install new vinyl floor.	PR		
70	Remove sink and toilet and reinstall with new supplies, drains, wax rings etc. Ensure all properly functions.	PR (PERMIT)		
71	Clean and re-grout tile tub surround. Silicone edge to tub.	PR		
72	Install GFCI outlet by sink.	PR (PERMIT)		
73	Reconnect bath fan and ensure proper venting and function.	PR (PERMIT)		
74				
75	2nd FLOOR UNIT			
76	KITCHEN			
77	Demo and remove floor. Patch sub floor as necessary. Furnish and install new vinyl floor.	PR		
78	Replace sink drain and trap. Ensure all plumbing for sink functions properly.	PR (PERMIT)		
79	Remove and replace countertops.	PR		SELF HELP
80	Repair cabinet drawers and doors.	PR		SELF HELP
81				
82				
83	LIVING ROOM			
84	Remove carpet. Patch sub floor where necessary. Furnish and install new carpet.	PR		
85				
86				
87	BEDROOMS AND CLOSETS			
88	Remove and replace carpet.	PR		
89				
90				
91	BATHROOM			
92	Replace broken tiles and re grout.	PR		
93	Reset toilet on new wax ring. Ensure sink drain and all supplies are free of leaks. Replace as necessary.	PR (PERMIT)		
94	Clean and re-grout tile tub surround. Silicone edge to tub.	PR		
95	Install GFCI outlet by sink.	PR (PERMIT)		
96				
97				
98	STAIRWAY TO 2nd FLOOR UNIT			
99	Replace damaged bull nose edges.	PR		SELF HELP
100	Furnish and install handrail.	PR		SELF HELP
101				
102				
103	BASEMENT			
104	Demo and remove all floor tile and drop ceiling. Sweep, vacuum and wash floor.	PR		SELF HELP
105	ALTERNATE: Remove all wall coverings, insulation and framing for partition walls and foundation fur-out walls. Ensure mold is not present behind wall board. Wash area with bleach solution and prime with mold encapsulating primer.	PR		SELF HELP
106	Have mold specialist test and remove all mold damaged items, treat and seal.	NR		
107	Tune both furnaces. Exchange filters, install new thermostats and ensure system functions properly. Reconnect loose ducts.	PR (PERMIT)		
108	Repair water heater and add new supply lines.	PR (PERMIT)		
109	Replace non-functioning water heater with new high efficiency water heater.	PR (PERMIT)		

110	Replace all missing water supply lines and drains. Ensure system is leak free and code compliant.	PR (PERMIT)	
111	Replace all non functioning light fixtures.	PR (PERMIT)	
112	Repair all electrical code violations and ensure system is 100% code compliant.	PR (PERMIT)	
113			
114		<i>Sub-Total</i>	
115		<i>Total Scope Estimate</i>	
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123			
124	Prepared by:		Date:
125			
126			
127	Owner Approval:		Date: