

GENERAL

COVER PAGE

The following project is open for bidding to contractors possessing a City of Milwaukee **HOME IMPROVEMENT CONTRACTORS LICENSE**. Please contact the owner for an appointment to inspect the property. **RETURN BIDS TO 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	3155 N. 16 th Street
OWNER NAME	NIDC
TECHNICAL SPECIALIST	Jeff Keen, Phone: 286-8604

Contractors shall submit a proposal to the owner by the due date. Proposals shall be on the contractor estimate forms. Forms shall indicate acceptance of the scope and indicate any inclusions/exclusions and the bid amount.

HOME ADDRESS	N/A
PHONE	N/A
BID DUE DATE	December 19, 2012
APPROXIMATE STARTING DATE	January 2, 2013
APPROXIMATE COMPLETION DATE	February 2, 2013

NOTE: Please contact Jeff Keen at 286-8604 for Rehab Specifications and most recent addendum.

* OPEN HOUSE Dec. 11, 2012 10AM - NOON

ONLY ONE COPY PER CONTRACTOR

BID SUBMISSION

BID FORM

This bid form consists of a cover page, bid form and a scope of work. Contractors must bid EXACTLY as the work is described on the attached scope of work and enter the amount as the **BASE BID** on this form. This bid form is required and must be completed and submitted as your bid. Any changes to the scope of work must be listed on a separate "Alternate Bid" page, including the price, and submitted with this bid form. Contractors may attach other documents such as a marked up scope or company letterhead proposals. Bid forms must be returned to the owner no later than listed on the cover page. Contractors are encouraged to submit a copy of the bid proposal to NIDC as well. The CONTRACTOR agrees this bid shall remain in effect for a period of sixty (60) days. If the OWNER takes no action during the 60 days, the bid shall become void without recourse by either party.

START AND COMPLETION OF WORK

Once a bid is accepted the property owner will settled a loan with NIDC and thereafter sign contracts with the contractor. No work shall start until the contractor receives of a **Notice to Proceed**. Start and completion of this project will be specified on the contract. Contractor may request adjustments to the start and completion dates by change order once the contracts are signed. All work shall be completed within the dates specified on the contract or subsequent change order.

BIDDING

Contractors should submit bids to do EXACTLY the work as described and enter the total BASE BID price below. Any desired changes must be proposed on a separate, "Alternate Bid" page. Any proposed changes are subject to the owner's approval, after consultation with the lender.

MAIL OR DELIVER BIDS TO THE OWNER AT HOME ADDRESS

Project Address: 3155 N. 16th Street
Owner: NIDC (contact Jeff Keen)
Home Address: N/A
Phone: (414) 286-8604

The 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 "Final Scope of Work" dated and revised 11/26/12 and to furnish labor and materials in accordance with the "Technical Specifications for the lump sum of:

BASE BID price: \$ _____.

COMPANY NAME: _____
ADDRESS: _____
CITY: _____

BY: _____
(Signature)
DATE: _____

STATE/Zip: _____
PHONE: _____

TITLE: _____
WITNESS: _____

REQUIRED

City License #: _____
State Lead License #: _____
If Lead work is subcontracted provide subcontractor name & State Lead License #: _____

REQUIRED

FEDERAL CONTRACTOR TAX ID#
OR SOCIAL SECURITY NO. _____
Note: One of these numbers must be included to validate this bid. Contractors must provide and maintain a W-9 form with NIDC. Please submit your W-9 with 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: _____

SCOPE OF WORK

NIDC

3155 N. 16th Street

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Rehab Specialist

Jeff Keen 286-8604

Loan Officer

Scope Date: 11/19/12

Revised dates: 11/26/12

Both the "Rehabilitation and Technical Specifications and Performance Standards for the City of Milwaukee - February, 2006" and the NIDC Addendum to Specifications", dated 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 at www.

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.

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.

CV: Required to resolve a code violation. Pb-N: The Milwaukee Health Department must be notified prior to starting this activity. Pb-A The Milwaukee Health Department must issue a permit prior to starting this activity. Permit: This item requires a building permit. PR: Program requirement.

	Code	Estimate
1 EXTERIOR		
2		
Replace broken bottom step and riser of front porch. Repair stringer as needed.	Pb-N	
3 Replace one rotted end post of the front porch railing. Paint to match.	Pb-N	
4 Paint the front porch steps and deck.	Pb-N	
5 Replace damaged skirting for the north porch.	PR	
6 Replace rotted balusters for the north and south front porch guardrail. Secure railings as needed. Paint all front porch railings.	PR	
7 Prep and spot paint north wall below bathroom window.	PR	
8 Clean out gutters and downspouts	Pb-N	
9 Paint rear boarded basement window.	PR	
10 Prep and paint window sills and water table board.	PR	
11		
12 INTERIOR		
13 Wash all windows and clean window sashes	PR	
14 Install combination smoke/CO detector for the 1st 2nd & basement floors.	PR	
15 Clean and sanitize floors, toilets,sinks, bathtub and kitchen cabinets.	PR	
16 Replace carpet for the 1st floor interior hall, front and rear bedrooms.	PR	
17 Replace the 2nd floor interior hall, family and front bedroom carpets. Include interior hall closets.	PR	
18 Paint walls, trim and doors of the 1st floor rear bedroom.	Pb-N	
19 Install outlet cover and heat vent cover for the 1st floor rear bedroom.	PR	
20 Secure access panel in the closet of the 1st floor rear bedroom.	PR	
21 Install cloths pole for the 1st floor rear bedroom.	PR	
22 Secure toilet and install a shower curtain pole.	PR	
23 Secure towel bar behind bathroom door.	PR	
24 Cap gas line in kitchen.	PR	
25 Replace switch for the kitchen light.	PR	
26 Paint kitchen walls, trim and doors.	Pb-N	
27 Rehang loose wall cabinet door front above sink.	PR	
28		

29

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30 **INTERIOR (continued)**

31 Paint walls for the 1st floor living, dining, interior hall and front bedroom. Pb-N

32 Eliminate wall cabinet in south-west corner of the kitchen. PR

33 Repair and paint the walls for the 2nd floor front bedroom. Pb-N

34 Repair and paint the walls and slant ceiling for the 2nd floor family room. Include walk in closet walls. Pb-N

35 Install handle on walk in closet door. PR

36 Replace window screen for the 2nd floor family room. PR

37

38 **BASEMENT**

39 Install basement stair handrail PR

40 Properly install duct work to kitchen and interior hall registers PR

41 Service furnace. PR

42

43

Total

44

45 Owner approval: _____ Date: _____