

City of Brunswick, Georgia

March 2019

Request for Proposal

General Contractor



For the Following Address:

1204 T Street, Brunswick, GA

Project Background:

The City of Brunswick was awarded approximately \$336,000 from the Department of Housing and Urban Development Community Development Block Grant Program for the 2018 Program Year. A portion of these funds were allotted for single unit residential housing, specifically the Owner-Occupied Rehabilitation Program. This initiative is aimed at rehabilitating substandard single family structures of low and moderate income or elderly homeowners throughout the City.

General Project Information:

This Request for Proposal (RFP) is being issued to obtain solicitations of bids for General Contractors for the rehabilitation of a single family dwelling. Photographs are included for your review. All rehabilitation work must be within State Minimum Standard Code. State codes will take precedence over work write ups and basic specifications when in conflict.

Site Location:

1204 T Street, Brunswick, GA 31520

Access:

Contractors interested in conducting an on-site assessment should communicate with the City of Brunswick Community Development Division directly to schedule an appointment.

Payment:

Partial payments can be made available upon department directors approval.

Contractors should submit pay requests after the final inspection is conducted and approved by the City of Brunswick Community Development Division

Required Tasks:

A detail of each required task is outlined in the attached Work Write-Up (Attachment A).

General Contractor for the Major/Minor Home Repair Program
Request of Proposals

Proposals will be accepted until 2:00pm on April 12, 2019.

Mail Proposal To: City of Brunswick Community Development Division

Attn: Minor/Major Home Repair Program RFP
601 Gloucester Street
Brunswick, GA 31520

Hand Deliver To: City of Brunswick Community Development Division

Neighborhood Revitalization Manager
Attn: Shauntia Lewis
P.O. Box 550
Brunswick, GA 31521

Questions must be submitted in writing to Shauntia Lewis , Neighborhood Revitalization Manager , at slewis@cityofbrunswick-ga.gov or (912) 267-5530 prior to 2 pm on April 5, 2019.

This RFP is issued on March 29, 2019. Sealed proposals will be received April 12 at 2 pm at which time they will be publicly opened and recorded.

The City of Brunswick reserves the right to reject any or all bids and waive informalities in the selection process. During the evaluation process, the City also reserves the right to request any additional information deemed necessary to supplement and/or clarify the information provided.

Any bid may be withdrawn prior to the above scheduled time for the opening of bids or postponement thereof. Any bid received after the time and date specified will not be considered.

The responsibility for submitting a response to this request for proposal to the CDD of the City of Brunswick on or before the stated date and time is the responsibility of the proposer. Proposals sent by mail should allow sufficient time for proposal to reach the CDD prior to the opening of bids.

Proposal Requirements

The following items 1-11 are proposal requirements. Your proposal must include all items to be considered complete. Forms are provided for your convenience but are not mandatory. Please format your submission in the order detailed below. Proposals that do not follow this format will be considered incomplete. **Incomplete bids are not eligible for consideration.**

1. Prosper Information: Please provide the following contact information: Business Name, Point of Contact Name, Address, Mailing Address (if different), Phone, Fax, Email,
 - Designate the type of business based on the options below:
Corporation ♦ Partnership ♦ Individual Proprietorship
 - Tax ID#
 - DUNS#
 - CAGE

****You must be registered and active on sam.gov****
2. List at least three projects of similar size or nature that you have completed during the past three years.
 - Provide project address, dollar value of project, client name
3. Submit an itemized list of the work write up task and include the cost to the right of each item. The bid should include all customary work to complete the subject task in its entirety. Provide a project total at the end of the document. An example is provided for reference or use.
4. Complete the Certification form.
5. Complete the SAVE Affidavit.
6. Complete the E-Verify Affidavit for each contractor, sub-contractor and employees
7. Attach Copy of Valid Driver's License.
8. Attach Copy of Valid Business License.
9. Attach proof of Sam.gov clearance
10. Attach Copy of Valid Insurance for you and ALL sub contractors.
11. Attach any additional documentation you would like to accompany the proposal.

***** A license submitted for verification from any state must not be expired. If so, it is considered invalid for participation in this RFP process. Copies of the listed above are to be submitted for all sub contractors unless the will be operating under your insurance and business license. *****

List the compensation for each task in accordance with the provided Work Write Up for the listed projects.

Task	Cost
Permits	\$ _____
Debris Removal	\$ _____
Roof	\$ _____
Exterior	\$ _____
Exterior Siding	\$ _____
Interior, Attic, & Doors	\$ _____
Flooring	\$ _____
Electrical Maintenance	\$ _____
Electrical	\$ _____
Hot water heater	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____
Total:	\$ _____

*See attached work-write up

*N/A to areas that do not apply

*Provide quotes for install and non install of a Hot water Heater

SPECS BY LOCATION/TRADE

3/28/2019

Pre-Bid Site Visit: _____
 Bidding Open Date: _____
 Bidding Close Date: _____
 Initial: _____

Case Number: _____
 Project Manager: _____
 Phone: _____

Address: 1207 T Street

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 1	General Requirements				
37	ELECTRICAL PERMIT REQUIRED Prior to the start of work, the contractor shall create any documentation necessary to apply for, pay for and receive an electrical permit on behalf of the owner.	1.00	EA	_____	_____
38	PLUMBING PERMIT REQUIRED Prior to the start of work, the contractor shall: create a riser diagram, septic layout and all other documentation needed to apply for, pay for and receive a plumbing permit on behalf of the owner.	1.00	EA	_____	_____
39	HVAC PERMIT REQUIRED Prior to the start of the heating/cooling work, the contractor shall create a heating distribution layout and perform heat/cooling loss calculations and all other documentation needed to apply for, pay for and receive an HVAC permit on behalf of the owner.	1.00	EA	_____	_____

Location Total: _____

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 2,322

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 7	Masonry				
1340	CHIMNEY CAP Replace chimney cap with a 2'x2' precast, concrete cap cemented in place.	1.00	EA	_____	_____
Trade: 15	Roofing				
4491	ROOF SHEATHING 5/8" Install 5/8" CDX plywood sheathing nailed 8" on center using plywood clips.	200.00	SF	_____	_____
4580	TEAR OFF AND REROOF SHINGLES Remove and dispose of all roofing & defective sheathing. Cut a 1" wide vent at ridge board. Replace up to 5 sf of sheathing per 100 sf of roof using pine board or CDX plywood of matching thickness. Staple 15 lb felt. Install preformed white aluminum, drip edge, and vent pipe boots. Install a 220 lb fiberglass asphalt, 3 tab shingle with a 25 yr warranty. Replace all flashing. Install shingle-over ridge vent.	24.00	SQ	_____	_____
4620	FLASH CHIMNEY Step flash top and down sides of chimney 1/2" into mortar joints using .027 aluminum or copper. Counter flash completed assembly with aluminum or modified bitumen. Guarantee assembly from leaks for 10 years.	1.00	EA	_____	_____
4727	ROOF VENTILATION--COMBINED SOFFIT AND RIDGE Install 1 SF of combined continuous soffit and ridge ventilation Soffit ventilation for every 300 SF of attic floor area. To vent the soffit use "Air Vent" continuous aluminum soffit vent (models SV201 or SV202) or "Air Vent" rectangular Under Eave Vents. On the ridge use "Shingle Over" style Ridge ventilation. 40% of the total required ventilation must be provided by the free air space rating of Ridge vents. 60% of the total required ventilation must be provided by the free air space rating of Soffit vents. All vents must be screened or be of a corrugated construction to prevent the intrusion of insects and if exposed must have a factory applied finish.	45.00	LF	_____	_____

Trade: 23 Electric

Address: 1207 T Street

Unit: Unit 01

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 2,322

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 23 Electric

8166 EXTERIOR LIGHT FIXTURE-REPLACE--ENERGY STAR

4.00 EA

Install an ENERGY STAR approved two lamp halogen, dusk to dawn light fixture with motion activated higher light level function., such as a Heath Zenith - Twin 150 Watt Quartz - Item #: 182159 - Model: SL-5512-BZA. Set the delay on the motion detected brighter setting to 5 minutes.

Location Total:

Location: 4 - Bathroom

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 22 Plumbing

6865 REPAIR FAUCET--BATH

2.00 EA

If the faucet has valve seats inspect them, and if they are worn grind until level or replace. Replace washers or rings and repack stem. If the faucet has an insert that leaks adjust or replace the insert.

7012 COMMODE--REPLACE--1.28 GPF

1.00 EA

Install a maximum 1.28 GPF white WaterSense® Certified, vitreous china commode tested through the latest edition of the "Maximum Performance" (MaP) testing project that has shown to score 800 or better on the MaP Flush Performance test (grams of solid waste removed in a single flush), such as the American Standard FloWise Compact Cadet 3 EL 2568.128. See the following link for the MaP Test Results:

<http://www.cuwcc.org/WorkArea/showcontent.aspx?id=14058>

Include a manufacturer's approved plastic or pressed wood white seat, supply pipe, shut-off valve, and wax seal.

7181 BATH--3 FIXTURE COMPLETE

1.00 EA

Re-plumb entire bath to provide fixtures as follows:

1) Install a 5', 4 piece, Sterling Advantage™, fiberglass tub and shower unit 60" x 30" x 72" Product #: 61030126 (right hand drain) or 61030116 (left hand drain) Including age in place factory installed backers for later grab bar installation

<http://www.sterlingplumbing.com/home.strl> - complete with lever operated pop up drain and overflow, PVC waste, single lever shower diverter, shower rod and Delta Monitor Model 1343 tub/shower faucet - <http://www.deltafaucet.com/> - and a shower head with a maximum 2.0 GPM flow rate. Install faucet controls toward the outside of the tub for easier access.

Exterior wall sections behind the tub shower unit and any plumbing penetrations must be completely air-sealed prior to installation. Per installation instructions set basin area in 1" to 2" of mortar cement.

2) Install a 1.28 GPF white American Standard FloWise Compact Cadet 3 EL 2568.128. Commode must be ADA height and a WaterSense® Certified, vitreous china commode tested through the latest edition of the "Maximum Performance" (MaP) testing project that has shown to score 800 or better on the MaP Flush Performance test (grams of solid waste removed in a single flush). See the following link for the MaP Test Results: <http://www.cuwcc.org/MaPTesting.aspx>

Include a manufacturer's approved plastic or pressed wood white seat, supply pipe, shut-off valve, and wax seal.

3) Install a 24" plywood vanity; including top with backsplash, wash bowl and single lever brass bodied chrome faucet with a maximum 1.5 GPM flow rate. Include PVC drain attached to a code legal plumbing vent, use type L copper or PEX supply piping with brass bodied stops, and escutcheon plates on all supply and waste lines. Cabinets must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low-VOC sealant.

Trade: 23 Electric

8017 ENERGY STAR CEILING FAN LIGHT FIXTURE

2.00 EA

Install an ENERGY STAR® approved Farmington 52 inch white ceiling fan Model # B552QI-WH at Home Depot with a ENERGY STAR® approved Progress Lighting Air Pro light fixture Model # P2620-30EBWB at Home Depot switched at the room entrance by a Leviton Do it Best Fan and Light Control wired with separate switching for the fan and light.

Location Total:

Location: 5 - Kitchen

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 22 Plumbing

Address: 1207 T Street**Unit: Unit 01****Location: 5 - Kitchen**

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 22 Plumbing**6805 REPAIR FAUCET--KITCHEN**

1.00 EA

Inspect valve seat, and grind unit level or replace. Replace washers or rings and repack stem to refurbish faucet.

Location Total:**Location: 6 - Bedroom**

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 10 Carpentry**2840 TRIM--WINDOW SET, INTERIOR**

15.00 EA

Trim window including header, stops, casings, stool and apron in 2-1/2" wide finger jointed pine.

3260 REWORK INTERIOR DOOR

2.00 EA

Rehang door. Adjust door and lockset to operate properly. If door rubs carpeting, trim bottom of door to clear carpeting.

Trade: 20 Floor Coverings**5920 UNDERLAY AND VINYL COMPOSITION TILE**

850.00 SF

Install 1/4" underlayment grade plywood using 7d screw shank or cement coated nails, or narrow crown staples, 6" on center allowing a 1/4" gap at wall. Fill seams with a manufacturer approved filler. Lay 12"x12"x1/8" vinyl composition tile, color group B as made by Armstrong or Azrock, per manufacturer's recommendations. Square to room axis. Include metal edge strips at openings, and shoe molding or 4" vinyl base around perimeter. Owner's choice of in-stock color.

Location Total:**Unit Total for 1207 T Street, Unit Unit 01:****Address Grand Total for 1207 T Street:****Bidder:**

Work write up continued for 1204 T Street

Location: Roof

Replace roof, repair chimney, Install flashing around chimney.

- Install ridge vents and solid blocking between the rafters under the new ridge vents. Repair all damaged roof decking. Install new metal drip edge along the roof overhang. Remove and replace existing felt paper with 15lb. felt paper.

- Install 25 year 3 tab shingles in the same color as the original shingles. All shingles must be secured to the roof with 6 fasteners.

- The manufacture's installation instructions must be followed. Provide the home owner with the warranty information from the manufacture. Remove and replace existing plumbing ventilation stack flashings.

Location: Electrical-Continued

- Inspect electrical repair and replace outlets as needed,

- Install GFCI in all appropriate locations

- Install Carbon/Smoke detectors.

- Install arc and ground fault protection to all required locations throughout the house, if needed. All 120-volt, single-phase, 15 and 20-amp branch circuits supplying outlets or devices installed in dwelling unit kitchens, family rooms, dining rooms, living rooms, parlors, libraries, dens, bedrooms, sunrooms, recreation rooms, closets, hallways, laundry areas, or similar rooms or areas shall be protected by a listed arc-fault circuit interrupter, combination-type, installed to provide protection of the branch circuit, by any of the means described in 210.12(A)(1) through (6). 210.8 Ground-Fault Circuit-Interrupter Protection for Personnel. (A) Dwelling Units. Receptacles installed under the exception to 210.8(A)(5) shall not be considered as meeting the requirements of 210.52(G) (6) Kitchens — where the receptacles are installed to serve the countertop surfaces.

- Install four pronged receptacles 240volt circuit for the clothes dryer, heat pump, air handler and water heater.

- Replace existing duplex receptacles with tamper resistant child proof receptacles. Replace all light switches with grounded types.

-Install lighting in laundry room.

-Replace light fixtures in all rooms.

Location: Plumbing-Continued

Inspect all plumbing repair as needed

-The existing water heater is improperly installed. Replace and relocate, if need, the existing electric water heater the homeowner purchased if it meets code. Install a properly sized overflow catch pan under the water heater.

- Terminate the temperature & pressure relief and overflow catch pan drain pipes in a conspicuous location out from under the house. Protect the nonmetallic cable from physical damage if needed.

-There are many non-professional repairs to the supply pipes in the bathrooms, laundry and kitchen. Repair and replace the supply water pipes throughout the house, if needed. Properly support and fully insulate all exposed water pipes. Install vacuum breakers on exterior hose faucets. Install a means to control thermal expansion. Install water hammer arrestors at the dishwasher and washing machine hookups. Install an anti-scalding device near the water heater. Replace all water risers with high pressure types at toilets, sinks and at the refrigerator.

-Inspect, replace or repair, all existing interior and exterior drain pipes. Scope all cast iron drain pipes and replace as needed. Install appropriate cleanouts. Replace the main drain pipe between the house and street if needed. Repair or replace as needed all of the drain pipes throughout the house.

Location: HVAC

-Remove the existing air handler and heat pump. The air handler is unsanitary and the evaporator coil is covered in a mold like fungal growth. Conduct a Manual J load calculation to determine the correct size of heating and cooling system needed for the house. Have a 14 SEER/410A refrigerant split system heat pump installed by a fully qualified licensed HVAC contractor. Install the new heating and cooling system

-Conduct a Manual D load calculation and install new R-8 a/c supply and return ducts as needed throughout the house. Properly seal and support the ducts throughout the attic. Fully seal all a/c registers using UL listed 181 a/b mastic and tape

Location: Bathrooms-Continued

- Both of the toilets leak at the floor. Drain pipes are missing behind and under the hallway bathtub. Water drains into the master bathroom when the hallway bathtub is used. The tile is damaged on the master shower and hallway bathroom. Replace the existing bathroom's toilet with a high-rise toilet that is properly secured and sealed to the floor. The existing toilet is very loose at the floor.
 - Replace the existing bathtub with a new fiberglass prefab unit. The faucet, handle, tub-diverter and pipes inside the wall are loose. Repair as needed the master shower. Install grab rails on the wall. Seal all pipe penetrations to the walls.
 - Remove both of the bathroom sinks and cabinets. Replace with new sink, countertop and vanity base cabinets
 - Install ventilation inside the bathrooms that terminate to the exterior. The existing hallway exhaust fan is defective.
 - Paint both bathrooms homeowner to choose paint color with city approval.
 - Widen the hallway bathroom door.
-

Location: Window-Continued

- Repair all windows to operable conditions.
- Repair all damaged fascia and soffits.
 - Paint the exterior soffits, doors and wall trim, using latex enamel exterior paint. The homeowner to choose the paint color. Stabilize and seal cracks to the exterior walls at the windows.
 - Replace the exterior windows with Low-emissivity (low-e) energy efficiency vinyl double pane single hung windows. Insulate and seal all window openings prior to installing the new windows
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Certification

I certify that this offer to the City of Brunswick is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for the same services, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this proposal and verify that I am authorized to sign this proposal as/for the bidder. I further state that the company affiliated with this proposal currently complies with all applicable federal and state laws and directives relative to non-discriminatory practices in employment.

Signature (Authorized Representative)

Name (printed)

Title

Date

SAVE Affidavit:

CITY OF BRUNSWICK-LAWFUL PRESENCE AFFIDAVIT

Pursuant to O.C.G.A. § 50-36-1, all persons who - either on behalf of themselves or on behalf of an individual, business, corporation, partnership, or other private entity - apply for certain public benefits must (1) be eighteen years of age or older and (2) submit an affidavit that they are lawfully present in the United States. Public benefits, as defined by O.C.G.A. § 50-36-1(a)(3)(A), include any grant, contract, loan, professional license, or commercial license provided by an agency of State or local government or by appropriated funds of a State or local government.

I, _____, swear or affirm under penalty of perjury under the laws of the State of Georgia that I am 18 years of age or older and (check one):

____ I am a United States citizen, or

____ I am a legal Permanent Resident of the United States, or

____ I am a qualified alien (other than as a permanent resident) or nonimmigrant in the United States pursuant to Federal law.

The secure and verifiable document provided with this affidavit can best be classified as:

I understand that this sworn statement is required by law because I have applied for a public benefit and/or a business license on my behalf as an individual or on behalf of a business, corporation, partnership, or other private entity. I understand that state law required me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit as listed above. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Georgia under O.C.G.A. § 16-10-20 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Signature _____

Date _____

Title _____

*Alien Registration # for Non-citizens _____

Business Name _____

TIN or SSN _____

If this affidavit is not presented in person, applicant must submit a notarized copy of this affidavit.

Notarized this ____ Day of _____, in the State of _____,

County of _____

Notary _____

Commission Expires _____

*Note: O.C.G.A § 50-36-1(e) (2) requires that aliens under the Federal Immigration and Nationality Act., Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

Another Identifying Number _____

E-Verify Affidavit:

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present and affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number/E-verify User Number (4 to 6 digits)

Date of Authorization

Date of contract between Contractor & Public Employer

Legal Name of Contractor (please print)

Contract Number

Legal Address of Contractor

City, State, & Zip Code

Name of Project

Contract Amount

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on ____ of _____, 20__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS ____ DAY OF _____, 20__.

Notary Public

Commission Expires