

**COMMUNITY ACTION
CHIP LEAD PROGRAM**
Bids due to Community Action
ATTN: BERNADETTE JOHNSON
175 Main St.
Battle Creek, MI 49014

DUE BY: 3:00 PM on Thursday, January 24, 2019

**All bids must be in a sealed envelope, received by deadline,
Signed and dated or they will not be acknowledged**

LEAD SPECIFICATION WORK WRITE-UP FOR

Owner: Conner
Property Address:
Owner Telephone: 1-517-
Date of Specification: November 13, 2018

Daniel Osborn
Community Action
Project Manager
Phone: (269) 441-1331

Total Cost: \$ _____

**Pre-Bid Meeting schedule Thursday, 01/17/19 at 10:00 am
Please contact Dan at 269-441-1331, to confirm attendance.**

Contractor: _____

Address: _____

Phone: _____

**Questions regarding Lead Specification should be directed to
Community Action**



PROGRAM GENERAL GUIDELINES

1. All construction work shall be performed in accordance with the State of Michigan Building, Plumbing, Mechanical and Electrical Codes and Local Zoning requirements as well as the Michigan Rehab Code.
2. **The contractor shall provide proof of insurance, including Pollution Occurrence Insurance of \$1,000.000 each occurrence. Pollution Occurrence will be reimbursed by grant funds per invoice line item.**
3. **The contractor shall be fully responsible for obtaining all necessary permits and licenses as required by the Local Inspections Division. Furnish copies of all permits with your final invoice to the Housing Rehabilitation Specialist, at Community Action Building, Plumbing, Mechanical, and Electrical. **FAILURE TO DO SO WILL RESULT IN NON-PAYMENT.****
4. All construction work shall be inspected and approved by the Current Governing Body Inspections Division, Property Owner(s), and the Community Action Project Manager.
5. The awarded contractor shall be responsible for completion of each item specified in this work write-up. Any changes shall be authorized only by the initiation and execution by the owner(s) and a contractor, on a **formal CHANGE ORDER, which must be approved by the Community Action Project Specialist.**
6. All work completed on job site to be per manufacturers' specifications and Standard Trade Practice.
7. **The contractor shall verify**, on the job site, all quantities, measurements or dimensions, conditions, plans and working drawings before submitting this bid. There will be no Change Orders to prices based on any of the above precautions not taken prior to submitting bid.
8. The contractor shall take any and all precautions necessary to ensure that fixtures and materials, which are temporarily removed during any phase of construction, are protected from damage, vandalism and/or theft. ***Damage to property caused by the contractor shall be repaired or replaced by the contractor at his/her own expense.***
9. Color(s), type, model, style, finish and manufacturer of all fixtures, appliances, hardware, and all other products used in the rehabilitation work shall be approved and/or selected by the property owner(s), and shall be standard in nature unless the owner(s) request(s) custom items at the time the contractor prepares and submits his bid. The Community Action Project Specialist must approve custom items.
10. The contractor shall remove from the premises all construction and demolition debris, which can include but is not limited to, the discarded floor covering, old doors, lumber, plumbing fixtures, roofing, debris, and rubbish and accumulated material related to the work performed and shall clean all glass and remove labels, spots, stains and marks from all material, fixtures, windows or equipment furnished or installed. Clean-up requirements shall apply to other walls, floors, fixtures or areas that have suffered in any way from the performance of the contractor or subcontractors. **Debris shall be removed and placed in a dumpster daily.**
11. The contractor shall comply with all HUD regulatory requirements per ***Federal Regulation 24 CFR, Part 35***, regarding the treatment of Lead Based Paint and Lead Based Paint Hazards.
12. **Job coordination**: It shall be the full responsibility of the General Contractor to coordinate and expedite all phases of work regardless of whether the owner or administrator awards separate contracts for any trades. All separate contractors and subcontractors for all trades shall cooperate fully with the General Contractor.
13. **Safety of Persons and Property**: The General Contractor shall take all reasonable precautions for the safety of and shall provide all reasonable protection to prevent damage, injury or loss to all employees on the job; All materials and equipment; and other property at the site or adjacent thereto, roadways, structures, and utilities.
14. All work is warranted for 18 months following the completion date of the project. Community Action will perform pre-warranty inspections on all properties to ensure work standards are being upheld.
15. I have reviewed above requirements and agree to adhere to the specifications.

Contractor signature

Date

LINE ITEM BID: Please read each line item carefully and complete appropriately. Any items not priced will constitute an incomplete bid which will not be accepted.

Specification Summary:

Abatement Enclosures: Soffits & Fascia B & D Walls of Garage.

Abatement Encapsulations: N/A

Abatement Remove/Replace: Exterior Garage Service Door D Wall

Interim/Dust Control: Post Abatement Cleaning

Soil Interim Control/Abatement: N/A

Water Component Control: Replace pre 2014 Water Fixtures to Lead Free

All contractors performing abatement activities are required to be certified by the State of Michigan. The Contractor is responsible to establish all containment areas for activities performed with in this specification per Michigan Lead Hazard Control Rules.

Permits:

Obtain all necessary permits and licenses as required by the County, City or local municipality governing body Building Inspections Division. Furnish copies of all final permits with final invoice, (applicable Building, Plumbing, Mechanical, and Electrical), to Community Action. **FAILURE TO DO SO WILL RESULT IN NON-PAYMENT.**

Cost: \$ _____

EXTERIOR:

Soffits and Fascia Enclosure B & D Walls of Garage included:

Repair or replace any rotten, deteriorated fascia & soffit boards as needed. Label every 4 feet "Lead Based Paint". Install solid vinyl or aluminum soffits with aluminum fascia wrap to enclose all existing overhangs. Verify color with owner.

Cost: \$ _____

Exterior Door Replacement: Garage D Wall: Remove and dispose of existing entry doors. Install pre-hung, pre-finished, insulated steel, entry doors. Verify color and style with owner. Insulate around new door and install required jamb extension on the interior side of door with interior casing trims and exterior aluminum wraps. Lockset and dead bolt are to be Schlage, Kwikset or equal approved product.

Cost: \$ _____

Pre 2014 Faucets & Shut off Valve Replacements: Kitchen & Bathroom Faucets, Upgrade all existing drinking water supply system components to comply with current standards implemented in 2014. Components to be from Lead Free product lines or non- metal. Current standards for drinking water supply plumbing components are NSF/ANSI 61 or equivalent.

Cost: \$ _____

Post Abatement Cleaning:

Laundry Room Window: Create containment area. Clean entire window system (trough was positive for lead dust). Caulk and seal J channel to the window. Clean all surfaces from construction prior to lead clearance. Include all vinyl window trough, frames and flooring to eliminate lead dust. Clearance Levels to achieve below HUD Grant Action Levels for Dust: Floor = 10 µg/sf, Window Sills = 100 µg/sf, Window Troughs = 100 µg/sf

*BRL = Below Reporting Limit

Cost: \$ _____

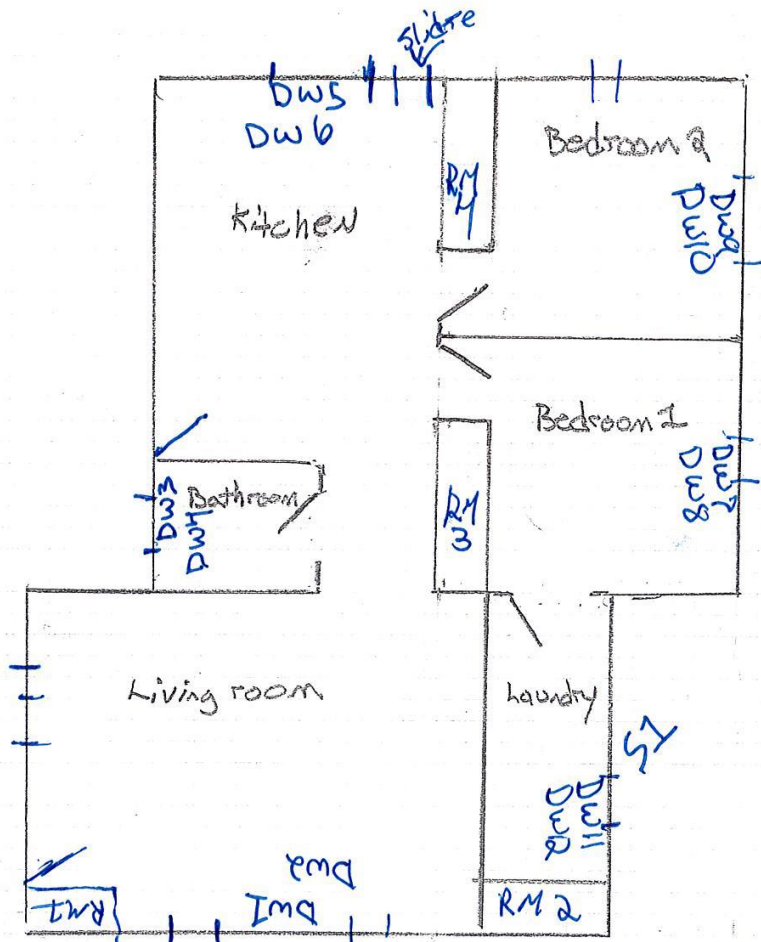
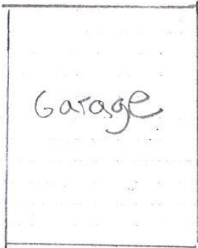
TOTAL SPEC COST: \$ _____

S4 Garden

S3 Play

C Wall

S5 Base



B Wall

D Wall

S2

Driveway

A Wall

25900 B DR S Albion



Housing & Support Services
175 Main St.
Battle Creek, MI 49014

Tel: (269) 965-7766
(877) 422-2726

CONFLICT OF INTEREST DISCLOSURE

24 CFR 84.42 – *Codes of Conduct* - The recipient shall maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported by Federal funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award. The officers, employees, and agents of the recipient shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub agreements. However, recipients may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct shall provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the recipient.

Please answer the following questions related to the statement above.

1. As a Contractor, are you related to anyone employed by Community Action? No Yes

If yes, please list all related employees of Community Action _____

2. As a Contractor, are you related to the homeowner(s) Trish Conner for this project? No
Yes

If yes, please explain how you are related _____

Signature of Contractor

Date

Company Name