

**City of Moline
Community Housing Services (CHS) Program
Invitation to Bid
City of Moline**

Date of Invitation: Tuesday, June 18, 2019

The City of Moline invites you to submit bids for the projects listed below. All instructions are to be followed in submitting your bid. Questions about the project, specifications, gaining access to the project, or the bidding process may be directed to K. J. Whitley, Community Development Manager, (309) 524-2044.

THE DEADLINE FOR RETURN OF BIDS TO THE COMMUNITY DEVELOPMENT MANAGER AT THE CITY OF MOLINE IS: TUESDAY, JULY 9, 2019, 2:30 P.M. AT WHICH TIME ALL RECEIVED BIDS SHALL PUBLICLY BE OPENED AND READ ALOUD.

Moline, IL location

1. 1224 18th Street – CHS-H-25-44 Raya (Homeowner)

THE “BID SUMMARY SHEET” PROVIDED WITH THIS INVITATION MUST BE COMPLETED AND RETURNED FOR YOUR BID TO BE ACCEPTED. ALL BIDS ARE DUE BY TUESDAY, JULY 9, 2019, 2:30 P.M. BIDS SHALL BE RETURNED IN A SEALED ENVELOPE TO:

**CITY OF MOLINE
COMMUNITY DEVELOPMENT DIVISION
CHS PROGRAM
ATTENTION: K.J. WHITLEY
619 16 STREET
MOLINE, IL 61265**

Community Housing Services Program

Please Note: Contractors may visit site during normal business hours to evaluate the scope of work for bidding purposes. If interior access is required, please contact the homeowner for an appointment.

GENERAL INSTRUCTIONS:

1. The contractor and subcontractors must meet all applicable State, County, and/or City licensing requirements. The successful bidder will be required to comply with the programs insurance requirements at all times while performing contracted service work.
2. The contractor and subcontractors are required to **visit the project** as part of bid preparation.
3. Contractors must verify all measurements referenced in the work write-up. **No Change Orders will be approved for measurements not verified at the bidding stage.**
4. All work and materials must meet the City of Moline guidelines and applicable Federal, State and Local Codes; and must meet HUD and Illinois state requirements including but not limited to employed lead-safe work practices [See 24 CFR, Part 92, 47 I11. Adm. Code, Part 370, and 77 I11. Admin. Code 845].
5. The Contractor's bid shall include all necessary labor, materials, tools, equipment, permits, applicable fees, and all other items necessary to complete the project in conjunction with the work write up/risk assessment.
6. All Contractors and Sub-Contractors are required to comply with the Environmental Protection Agency (EPA) Renovation, Repair and Painting Rule (RRP). All bids awarded after April 20, 2010 are also subject to RRP compliance requirements.
7. All contractors are **shall** have an active **System for Award Management (SAMs) and DUNS number** upon submission of bid for opening. All bids must list active/current information regarding SAMs and DUNS on the bid summary sheet. The City's contractor registration requirements are located on our website: www.moline.il.us. To register for a DUNS number, go to www.dnb.com. To register with Sam's, go to <https://uscontractorregistration.com> (create a user account and Password to begin, or enter your existing user ID and Password to verify active status).
8. The successful Contractor shall provide satisfactory certificates of insurance evidencing the required insurance coverage, which certificates shall name the Recipient, the City of Moline.
9. **Each contractor is responsible for completing and submitting a Statement of Contractor Qualifications questionnaire (with all required supporting documentation) to the City prior to the awarding of a CHS bid. Completed Statement of Contractor Qualifications may be submitted with your bid.**
10. **CANCELLATION OF INVITATIONS FOR BIDS OR REQUESTS FOR PROPOSALS.** An invitation for bids, a request for proposals, or other solicitation may be canceled, or any or all bids or proposals may be rejected in whole or in part as may be specified in the solicitation or otherwise, when it is for good cause or in the best interests of the City. The reasons therefore shall be made part of the contract file. Each solicitation issued by the City shall state that the solicitation may be canceled and that any bid or proposal may be rejected in whole or in part for good cause or when in the best interests of the City as the City, in its sole and exclusive discretion, may determine. Notice of cancellation shall be sent to all businesses solicited, or from whom bids or proposals were received. The notice shall identify the solicitation, explain the reason for cancellation and, where

appropriate, explain that an opportunity will be given to compete on any resolicitation or any future procurement of similar items. Reasons for rejection shall be provided upon request by unsuccessful bidders or offerors.

11. The City of Moline is committed to preserving equal rights for all of its citizens during the construction of its public (works) projects and encourages minority contractors to submit bids for this work. The City also encourages bidders to consider hiring subcontractors and employees of all racial and ethnic backgrounds.
12. The City of Moline does not discriminate against any class of protected individuals.

BID INSTRUCTIONS:

1. Submit complete itemization of work on the work-write-up and Bid Summary Sheet provided by the City of Moline. **Write the total amount of each bid in both numeric and written formats on the Bid Summary Sheet. All bids shall be signed and dated.** Telegraphic, electronic mail, facsimile, or other similar forms of bid submission shall not be accepted.
2. The bid must be submitted in **ink or typed** and be clearly written. Bids presented in pencil will not be accepted. Any corrections made when providing pricing must be clearly written and initialed by the bidder. Unclear writing may result in rejection of bid. **Incorrect calculations shall result in rejection of the bid.**
3. In addition to the work write-up, contractors and their subcontractors are encouraged to identify any code violations or recommend corrections that do not appear in the work write-up. The contractor should itemize any **additions, or corrections** (such as measurements), **to the work write-up on a separate sheet** and may submit a **separate bid reflecting the additions or corrections**.
4. Contractors **must** guarantee the bid price for a period of sixty (60) days after the deadline date for submission of the bid. Failure to honor submitted bid shall result in removal from the approved contractor list for any future bids.
5. The selected contractor shall attend a Pre-Construction meeting prior to work beginning. Work cannot begin until a Notice to Proceed is issued by the City of Moline and the Homeowner.
6. Incomplete bids and those that do not conform to the General Instructions or Bid Instructions may be rejected.
7. The contractor is responsible to make sure all required bid documents are attached to the submitted bid prior to submission.
8. **Bids shall be delivered by the due date to:**

**City of Moline
Community Development Division
CHS Program
Attention: K. J. Whitley
619 16 Street
Moline, Illinois 61265**

NOTE: *Should you choose **not to bid** on this project, please sign the below "Affidavit of No Bid," stating reason for not bidding, and return to K. J. Whitley at the above address.*

CITY OF MOLINE

619 16th Street
Moline, IL 61265
309-524-2044

AFFIDAVIT OF NO BID

Project Name: CHS-H-25-44 (Raya)

Address: 1224 18th Street, Moline IL 61265

Contractor: _____

Having obtained an Invitation for Bid and a complete Bid package for the above referenced project and having full intent to submit a bid for said project, I now desire NOT to submit a construction bid at this time. It is my desire to be removed from the competitive bid process for this project.

Reason: _____

Contractor's Signature

Date

BID SUMMARY SHEET

CHS

This sheet must be completed and submitted along with the itemized bid or your bid will be DISQUALIFIED.

PROJECT ADDRESS: **CHS-H-25-44 /1224 18th Street, Moline, IL 61265
Raya (Homeowner)
(309) 373-8484**

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY PHONE NUMBER: _____

FEDERAL TAX ID NUMBER: _____

BID COMPLETED BY: _____

Print Name

Signature

DATE SUBMITTED: _____

DATE DUE: TUESDAY, JULY 9, 2019, 2:30 PM

BID TOTAL: \$ _____

(Bid Total Written out): _____

SPECS BY LOCATION/TRADE

6/15/2019

Pre-Bid Site Visit: on your own
 Bidding Open Date: 6-18-19
 Bidding Close Date: 7-9-19 @ 2:30
 Initial: KJW

Case Number: CHS-4-25-44 Paya
 Project Manager: Whitla
 Phone: 309-524-2044

Address: 1224 18th Street **Unit: Unit 01**

Location: 1 - Gutters Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 15 Roofing					
4645	GUTTER/DOWNSPOUT--6" SEAMLESS Dispose of original and replace with 6", K Type, seamless, .027 aluminum gutter, downspout to match (3"X5"), concrete splash blocks and accessories to service entire dwelling. Install downspouts at each corner and major offset with hidden hangers 3' on center. Color choice by owner. Report defective fascia and apply for change order. Downspouts not to discharge onto roof surface.	1.00	AL	_____	_____
Location Total:					_____

Location: 2 - Insulation Approx. Wall SF: 0 Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 16 Conservation					
4908	WALL INSULATION--DENSE PACK CELULOSE--GCI After Air Sealing (Spec # 16-4903) drill 2 1/8" to 2 9/16" access holes for each stud cavity in the areas specified in interior or exterior locations approved by the CM. CHECK TO MAKE SURE THERE IS NO KNOB AND TUBE ELECTRICAL IN WALLS. Install blow in borax treated (no ammonium sulfate permitted), cellulose insulation per manufacturer's specifications and dense-packed into all specified wall cavities to a minimum density of 3.5 Lbs. per Cubic Foot for the entire cavity. Use a 1" to 1 1/4" ID vinyl "wall tube" attached to the standard cellulose blower tubing to place the cellulose deep into the wall cavity. Check each stud cavity for blocking and other obstructions prior to blowing. Carefully seal all drilled holes with wood or foam plugs and patch all holes to match surrounding materials if the surface is exposed. In balloon framed houses insure that blown cellulose is blocked from entering floor cavities such as 2nd floor floors. See- www.karg.com/pdf/Presentations/Dense_Pack_Cellulose_Insulation.pdf All exterior walls. If possible blow in walls from the attic down. Do not fill Hvac ducts. check for electrical/knob & tube.	1.00	AL	_____	_____
4935	ATTIC R-38 CELLULOSE--GCI After Air Sealing (Spec # 16-4903) Install blow in borax treated (no ammonium sulfate permitted), cellulose insulation per manufacturer's specifications to R38. Maintain ventilation	1.00	AL	_____	_____

Address: 1224 18th Street

Unit: Unit 01

Location: 2 - Insulation

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 16	Conservation				

routes from soffit and other vents with baffles. Replace all material removed or cut to gain access to match existing materials. NOTE: If access to attic is via a fixed staircase insulate stairs to attic, landing & interior stairwell walls as part of this item dense-packing the cellulose into closed floor, stair and wall cavities to a minimum density of 3.5 Lbs. per Cubic Foot. If access is via a hatch insulate the hatch with 3" of reflective foil faced polyisocyanurate foam and seal edges with compatible foil tape. If access is via a fold down stair insulate the stair with an airtight 2" thick reflective foil faced polyisocyanurate foam box with seams and seal the edges with a compatible foil tape. Install rigid containment at attic access. Have electrician inspect attic for knob and tube wiring and other electrical issues , report before insulating.
Include 12" box at attic entrance.

Location Total: _____

Location: 3 - Basement

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 6	Concrete & Paving				

907	FRENCH DRAIN--BASEMENT Install a french drain in the small rear room basement floor by breaking up concrete slab section at both exterior walls of the basement. Install 4" perforated drain pipe with sock, have drainline drain to a sump, backfill with gravel. Grade and compact gravel to 95%. Apply a bonding agent per manufacturers specs on exposed concrete. Pour a 4", 2200 psi concrete slab to match elevation of surrounding slab . Float and steel trowel finish. Install a sump-pump that drains into the drain waste vent system or exterior. Next small room , same back wall, dirt floor extend drain across back wall and along side wall to concrete. Only back 2 rooms on perimeter. Replace concrete in the 1 room and dirt in the other room.	1.00	AL	_____	_____
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Trade: 22 Plumbing

7145	SUMP PUMP COMPLETE Install a 1/3 horse power, submersible sump pump complete with pit, liner, and discharge piping on a separate 15 amp circuit. Install in small rear room with concrete. break out and replace.	1.00	EA	_____	_____
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Location Total: _____

Location: 4 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 1	General Requirements				
24	MANUFACTURER'S SPECS PREVAIL All materials shall be installed in full accordance with the manufacturer's specifications for working conditions, surface preparation, methods, protection and testing.	1.00	GR	_____	_____
32	SUBSTITUTION APPROVAL PROCESS Any requests for substitutions of specified proprietary items must accompany the initial proposal and shall include: the manufacturer's specifications; full installation instructions and warranties. The agency and owner will notify the contractor of decision at contract award.	1.00	GR	_____	_____
35	VERIFY QUANTITIES/MEASUREMENTS All measurements (i.e LF Gutters, SF insulation etc) are for the contractor's convenience prior to a mandatory site inspection to verify all dimensions. All quantities (i.e. LF Gutters, SF insulation) are as stated. No claim for additional funds due to discrepancies in measurements or quantities shall be honored if not submitted at the time of the initial proposal.	1.00	GR	_____	_____
40	ALL PERMITS REQUIRED The contractor shall apply for, pay for, obtain and forward copies of required permits to the agency: All permits as required by City of Moline Code Enforcement Department. Work to comply with all applicable Moline Codes and Ordinances. Contractor responsible for knowledge of and adherence to the above codes and ordinances.	1.00	AL	_____	_____
45	CONTRACTOR PRE-BID SITE VISIT The contractor must inspect the property. Submission of a bid is presumptive evidence that the bidder has thoroughly examined the site and is conversant with the requirements of the local jurisdiction.	1.00	DU	_____	_____
77	NEW MATERIALS REQUIRED All materials used in connection with this work write-up are to be new, of first quality and without defects - unless stated otherwise or pre-approved by Owner and Construction Specialist.	1.00	GR	_____	_____
78	WORKMANSHIP STANDARDS All work shall be performed by mechanics both licensed and skilled in their particular trade as well as the tasks assigned to them. Work to adhere to best practices standards of each particular trade and activity. Workers shall protect all surfaces as long as required to eliminate damage. All work to be in compliance to latest edition of IRC.	1.00	GR	_____	_____
90	1 YEAR GENERAL WARRANTY Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within one year from final payment. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.	1.00	DU	_____	_____
120	FINAL CLEAN	1.00	RM	_____	_____

Address: 1224 18th Street

Unit: Unit 01

Location: 4 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec # Spec

Quantity Units Unit Price Total Price

Trade: 1 General Requirements

Remove from site all construction materials, tools and debris.
Sweep clean all interior work areas.

Location Total: _____

Unit Total for 1224 18th Street, Unit Unit 01: _____

Address Grand Total for 1224 18th Street: _____

Bidder: _____