

ECIA
Attn: Mark Schneider
7600 Commerce Park
Dubuque, IA 52002
Ph. (563) 690-5770

June 6, 2019

**INVITATION TO BID HOUSING REHABILITATION OF:
168 O'Brian Street
Goose Lake, IA 52750**

You are invited to bid on the housing rehabilitation for the structure located at the above listed address in the City of Goose Lake, IA in accordance with the specifications detailed in the accompanying rehabilitation material.

Sealed bids marked "Bid Documents" to be delivered to ECIA; Attention: Mark Schneider; 7600 Commerce Park; Dubuque, IA 52001. Bids will be received until 1:00 p.m., on Thursday, October 19, 2017. **No bids will be received after this time.**

Bids will be publicly opened and read aloud on Thursday, June 20, 2019 at 1:00 p.m. at the offices of ECIA, 7600 Commerce Park, Dubuque IA.

In general, the work consists of general construction work which includes siding and trim, electric, carpentry, and HVAC. Line Item Construction Bids will be received for the projects. A contractor and/or employees trained and certified as "LEAD SAFE RENOVATORS" must complete line items labeled "**PRESUMED LEAD HAZARD**". The removal of existing siding must be done using lead safe work practices. Notices to Proceed will be issued immediately following City Council authorization.

Bid documents may be obtained after June 7, 2019 at the ECIA [(563) 556-4166] or www.ecia.org or may be seen at the following locations:

Cedar Rapids - Master Builders of Iowa
Dubuque - Dubuque Builders Exchange
Waterloo - Master Builders of Iowa
Rock Island - Master Builders of Iowa

Contact the property owner to inspect the property at the number listed in the bid specification. Minority and women-owned businesses and small, local, and emerging contractors are encouraged to participate. Bid guarantee in the amount of 5% of the bid amount must accompany each bid submitted. This invitation is given and published pursuant to authorization of the City of Goose Lake and the Owner. The City reserves the right to reject any or all bids and to waive any informality or irregularity or to accept any bid which best serves the interest of the Owners. All requested attachments to the bid must be attached as stated within the individual bids.

Do not include sales tax within your project bid. The City of Goose Lake will issue a sales tax exemption certificate for projects after contracts are awarded.

**BID AND PROPOSAL
GOOSE LAKE HOUSING REHABILITATION PROGRAM**

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SPECIFICATIONS FOR THE RESIDENCE OF

**Darcy Jacobson
168 O'Brian St.
Goose Lake, IA 52750
563-357-7457**

Proposal of _____ hereinafter called "Bidder"), organized and existing under the laws of the State of _____ doing business as _____*. (*Insert "a corporation", "a partnership", or "an individual" as applicable.)

To the City Council of the City of Goose Lake, Iowa (hereinafter called "CITY".)

In compliance with your Advertisement for Bids, BIDDER hereby proposed to perform all WORK for the residence of Darcy Jacobson located in Goose Lake, IA, in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below.

By submission of his BID, each BIDDER certifies and, in the case of a joint BID, each party thereto certifies as to his own organization, that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter related to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence work under this CONTRACT on or before a date to be specified in the Notice to Proceed and to fully complete the project with **90 consecutive** calendar days thereafter. The Notice to Proceed will be issued within 30 days of the bid opening. **The BIDDER further agrees to pay as liquidated damages, the sum of \$50.00 for each consecutive calendar day thereafter as provided in Section 5 of the General Conditions. The NOTICE TO PROCEED will be issued within 30 days of bid opening. Extra days may be added by the City of Goose Lake for winter weather issues as related to exterior work.**

BIDDER acknowledges receipt of the following ADDENDUM:

BID SCHEDULE

- NOTE: 1. Bids shall include sales tax and all other applicable taxes and fees.
2. BIDDERS shall not add any conditions or qualifying statements or modify this proposal or the proposal may be declared irregular as being not responsive to the Notice.

BIDDER agrees to perform all the WORK described in the CONTRACT DOCUMENTS for the following unit prices or indicated sums:

SPEC #	DESCRIPTION	BID AMOUNT
KITCHEN		
01	Install faced fiberglass insulation in four (4) openings in ceiling from removed skylights. Install carsing to match existing, stain and varnish with two (2) coats of varnish to match existing as close as possible.	_____
02	Replace outlets within 6 feet of kitchen sink with GFCI- or GFCI-protected receptacles.	_____
MAIN FLOOR BATHROOM		
03	Replace outlet with GFCI- or GFCI-protected receptacle.	_____
UPPER LEVEL BATHROOM		
04	Replace two (2) outlets with GFCI- or GFCI-protected receptacles.	_____
LOWER LEVEL FAMILY ROOM		
05	Install owner provided flooring in family room.	_____
LOWER LEVEL MECHANICAL ROOM		
06	Install sheet metal to close opening in return air duct. Install sheet metal panning on family room wall studs, sheet metal duct from return air duct to panning. Install a return air grill in family room in panned stud space.	_____
SMOKE ALARM		
07	Install Dual-Sensor Smoke Alarm in kitchen.	_____
EXTERIOR		
08	Remove and properly dispose of existing Masonite siding from the upper level of the house. Install fanfold insulation and Tyvek (or equal) over fanfold insulation. Provide vinyl siding to match existing vinyl siding on main floor level. Install white vented aluminum soffit at upper level roof. PRESUMED LEAD HAZARD	_____
GARAGE		
09	Remove and properly dispose of existing Masonite siding from the north, west, and south sides of garage. Install Tyvek (or equal) on walls. Provide vinyl siding to match vinyl siding on house. Install white aluminum soffit to replace/cover existing soffit. Wrap windows and garage doors with white aluminum trim wrap. PRESUMED LEAD HAZARD	_____

TOTAL BASE CONSTRUCTION BID _____

LEAD CLEANING – READ AND DO!

- L1
- *Post proper sign on the exterior doors.
 - *Provide cleaning of all areas of the house before the request for lead testing is requested. This will include providing plastic protection when removing windows, completing wet wash - Hepa Vacuum - wet wash cleaning at all areas within the house and vacuuming with an approved heap filter vacuumed.
 - *This also includes providing exterior ground protection while exterior work is being completed.
 - *Contractor is to cover all personal items within the structure while interior work is being completed.
 - *LEAD work must be completed in the shortest length of time as possible. Ideally, and at a minimum, the Contractor will follow the Iowa Department of Public Health Lead Hazard Reduction requirements utilizing the Iowa Lead Safe Renovator protocol whereby the Contractor will isolate the work area, utilize individuals trained and/or certified as Lead Safe Renovators, and clean the area and collect and retain dust samples on a daily basis for the required retention period. If the Lead Safe Renovator protocol is used, the Contractor will be required to sign a statement certifying that workers are trained and/or certified and all protocol requirements are being complied with.
 - *The contractor has the right to temporarily change the house locks until lead testing is passed.
 - *The contractor is fully responsible to comply with all Iowa Department of Public Health Lead Hazard Reduction requirements utilizing the Iowa Lead Protocol.**
 - *If the contractor opts to have ECIA take the dust samples, the lead work should take no more than three working days with lead inspection on the third day at the latest with the dust samples to be taken no later than 2:00 on the third day. If one or more samples fail the dust test, the contractor will be required to pay the ECIA as detailed on page 6 for each subsequent testing cycle until the house passes lead dust testing passed from a certified lab.

The contractor must have a state approved HEPA vacuum while lead work is being complete.

The lead work on this project is limited to the removal of the exterior siding. The contractor must comply with the applicable exterior provisions noted above. A visual inspection of the ground will be completed following the siding work.

PROJECT SUBCONTRACTORS and or SUPPLIERS

I certify, under penalty of perjury, that by submitting this bid and in accordance with the following complete list of all subcontractors and suppliers, if any, to whom the Contractor has awarded a construction contract, under the terms of which they are to furnish material and/or labor to incorporate into this real property. The Contractor will notify ECIA of any additions/deletions/changes to the information provide herein as soon as the information is available.

Note: Bid will be rejected if not completely filled out.

PRINT your sub-contractors license from the State web site at and attached to your bid:

Subcontractor and Supplier listing	A State Electrical license is required.		
Provide Iowa Contractor numbers	Check with the City of Goose Lake for contractor requirements		
For all sub-contractors			
Business Name, Address, Iowa #	Phone	Work	Amount

I, _____ (PRINTED NAME) certify that the attached subcontractors will be used for this project and the attached list of subcontractors and or suppliers is complete and the ECIA Rehabilitation Specialist will be notified if any additions or deletions are made from this given list:

Signature _____ Date: _____

Notice of Lead-Based Paint guidelines

All target housing properties assisted with the community's program funds must comply with IDPH's Lead-Based Paint Housing Regulations. For target housing projects all painted surfaces that will be disturbed by the rehabilitation activity, whether tested or presumed to contain lead-based paint, must be repaired if deteriorated paint or lead-based paint hazards are present. All rehabilitation work that will impact lead based paint, whether tested or presumed to be lead-based paint must be performed in a manner consistent with the Renovation, Repair and Painting protocol. Contractors will be required to isolate work areas to protect occupants and their belongings and conduct final cleaning in work areas where lead-based paint was disturbed, gather lead dust wipe samples and maintain them according to the IDPH RRP protocol. It is expected that no relocation will be required utilizing the RRP protocol. If relocation is required, it will be at the contractor's expense.

Remember that the training you received in **LEAD-SAFE RRP** is important and that the best way to prepare for the lead dust sampling is to HEPA VAC- wet wash- HEPA VAC.

I also understand that if lead hazards are noted within these specifications that the contractor submitting this bid will not complete any work within this house unless the owner has been notified of the hazards and all work is completed in an isolated space as required by IDPH regulations. This is a mandatory requirement. The owner may not enter the work space until the Contractor has taken dust samples per the RRP protocol following each work item involving lead-based paint work.

Any citations, fines, or non-compliance issues are the responsibility of the firm completing lead work not the testing agency or qualified lab.

A STATE approved HEPA vacuum must be on site when working on all lead noted items.

I, _____ of _____ contracting company understand and will comply with all listed lead requirements. I further certify that any or all line items completed as identified lead surfaces will be completed by an individual trained and certified in LEAD SAFE RENOVATOR.

Contractor Signature _____ Date _____

If you have questions regarding this activity, please call Joe Blodgett at 563-690-5706 or 563-845-9446.

Accompanying this BID is BID SECURITY, a _____ (Insert: "Certified Check", "Cashier's Check", "Certified Share Draft", or "Bid Bond" as applicable) in the amount of _____ Dollars (\$ _____) payable to the CITY OF GOOSE LAKE, IA, which it is agreed to be forfeited to the CITY, if the undersigned fails to execute the CONTRACT in accordance with the form of CONTRACT incorporated in the CONTRACT DOCUMENTS and as required by the CONTRACT DOCUMENTS within ten (10) days from the Notification of Award of the CONTRACT to be undersigned.

In submitting this proposal, it is understood and agreed by the undersigned that the right is reserved to the CITY AND OWNER to reject any or all proposals or to waive informalities and irregularities and to enter into such CONTRACTS that the CITY AND OWNER deems to be in the best interests of the CITY AND OWNER. It is further understood and agreed that this proposal may not be withdrawn for a period of thirty (30) days from the opening thereof.

The undersigned BIDDER understands that the CONTRACT(S), if awarded, will be awarded to the lowest responsible, responsive BIDDER(S) on the basis of approved equipment.

The undersigned also understands that he is to commence WORK on or before the date given in the Notice to Proceed and complete the WORK within the time period indicated in the CONTRACT DOCUMENTS, subject to any extensions of time which may be granted by the CITY.

The undersigned BIDDER understands that the City of Goose Lake, the Eastern Iowa Regional Housing Corporation Housing Trust Fund, or any authorized representatives shall have right of entry to the project site for access and inspection and proper facilities will be provided therefore. The name and address of the insurance company which the BIDDER proposes to furnish the specified Certificates of Insurance is:

Due to 1999 federal HUD legislation regarding lead-based paint, all line items identified in the project specifications as Lead Hazard work must be accomplished by contractors trained and certified in "safe work practices, which details the procedures for lead hazard work. The certified contractor must provide a copy of his/her certification with this bid document.

The BIDDER is required to indicate the name and address of all subcontractors, along with the contractor or personnel trained and certified as an "LEAD SAFE RENOVATOR".

BIDDER agrees to perform all the work described in the contract documents and the above project specifications for the above indicated residence at the following indicated price, and all bids shall include all other applicable fees. Bids as received must be for the execution of the entire job as called for in the project specifications provide. Each item is to be bid as a separate item. The individual line items are to be totaled to equal bid amount as entered in the bid summary. **Do not include Alternate Bids in bid summary price.** It is expressly understood that the foregoing total bid is the basis for establishing the amount of bid security and is for comparison of bids only, and is not to be considered or construed to be a lump sum proposal.

TOTAL BASE CONSTRUCTION BID: \$ _____

BIDDER: _____

FIRM NAME: _____

STREET ADDRESS: _____

CITY AND ZIP CODE: _____

CONTACT NUMBER: _____

E-MAIL ADDRESS: _____

IOWA CONTRACTOR LICENSE NUMBER: _____

SIGNATURE: _____

NAME TYPED OR PRINTED: _____

TITLE: _____

DATE: _____

ALSO ATTACH TO YOUR BID THE FOLLOWING INFORMATION. (on file with ECIA is not acceptable).

- 1.) LEAD SAFE RENOVATOR CERTIFICATION FOR ALL EMPLOYEES
- 2.) PROOF OF CONTRACTORS INSURANCE CERTIFICATION
- 3.) BID SECURITY OR BID BOND (5% of total bid)
- 4.) THE BID MUST BE TYPED OR IN INK AND ROUNDED TO THE NEAREST DOLLAR. Every line item must have a cost designation and items may not be lumped together. It is the right of the City of Goose Lake to delete line items if necessary.

Incomplete bids will be rejected.

