

SOUTH BEND HERITAGE
803 Lincoln Way West
Telephone 574 289-1066
Fax 574 289-4550

October 14, 2019
(Revised:)

RE: 615 West LaSalle - Renovation

Attention bidders: South Bend Heritage is pleased to release the following single family residential project for bid. This project will renovate an existing single family residential structure.

Please note that this project has specific contract, insurance, and billing requirements that some bidders may not be familiar with. Read the RFP carefully and do not hesitate to ask any questions you may have.

There will be a non-mandatory walk through at 1:00P Friday Oct 18, 2019 at 615 West LaSalle. If you have questions please attend this walk through or submit them anytime via email to patlynch@sbheritage.org before Oct. 21, 2019. Visiting the structure interior is a requirement for bidding.

Bidder registration (General Contractors only) is required to SBH by Oct. 21, 2019. Registration is achieved if SBH notified your company about this project or if you submit an email noting your intention to bid. Bid proposals on this package are due to SBH by Monday October 28, 2019 at 3:00P. Please carefully review RFP package for further information. Good luck.

Cordially,



Patrick Lynch
patlynch@sbheritage.org

615 West LaSalle

RFP Document List -

All documents listed below are available in .pdf format on the South Bend Heritage website. Please go to <http://sbheritage.org/projects-blog/contractors/>

- 615 W LaSalle Project Manual 10-14-2019
 - RFP Invitation to bid
 - Specifications
 - Schematic cabinetry layout
 - Bid form
 - Insurance minimums
 - Lead assessment documents (to be issued when available)
- Drawing Set dated 10-14-2019 (11x17)
- Addenda when issued

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Residential remodeling Bid Package for
615 West LaSalle
South Bend, IN 46601

Levels	1.5
Exterior	Masonry - painted
Square Feet	1,750 SF
Color	TBD
Garage	None
Roof	Replaced

Date issued: 10/14/2019
Revised: ----

Deadline for bid submittal: by 3:00 PM on Monday 10/28/2019

Instructions for bidders:

You are invited to submit a proposal for the Work as described in this Bid Package.

1. This Bid Package includes:
 - a. written specifications and bid form
 - b. floor plans
 - c. kitchen cabinetry preliminary layout
 - d. Exhibit B - HUD requirements for CDBG funded projects
 - e. SBH insurance requirements (under 1.00 General Conditions)
 - f. lead inspection report
 - g. addenda if issued

1. The floor plans included with this bid package are intended to supplement the written materials. If there is a conflict between the drawings and written material, the written material is to take precedence.

2. Carefully review the written specifications and corresponding drawings. Field verify all conditions. Contact Pat Lynch at SBH with any questions concerning specifications. Report any discrepancies or errors you may find immediately. Any changes or clarifications will be addressed with an addendum to these specifications.

3. Keys for the property may be checked out from SBH for brief periods so that you and/or your subcontractors can walk through again. It is advisable to call first to verify key availability.
4. Submitted bids must have at least one line item price for each applicable category (i.e. 1.00 General Conditions; 6.00 Siding; 10.00 Walls; etc.) and a separate Interior / Exterior number for 12.00 Painting. If it is helpful to you when figuring your bid, you may enter individual line item prices in the attached written specification sheets. Include any mark-up, overhead & profit, etc., you may have into each line item. There is no line item for overhead and profit on the bid form.
5. Alternates - any substitutions allowed in the Bid Package must be approved by SBH, preferably prior to award of project.
6. If you wish to propose changes or revisions to the Bid Package, you must do so prior to the bid period deadline. At SBH's discretion an addendum describing the change may be issued to all bidders.
7. If all bids received by the above deadline are above the SBH determined maximum price, a verbal or written notice of revision will be issued to all bidding general contractors. SBH will then work with the bidders to identify areas to reduce scope and/or identify areas within their bids that are excessively out of line with other received bids. All bids are held in confidence until after contract award.
8. This Bid Package (as revised and approved by both the contractor and SBH) will become a referenced part of the final SBH Residential Remodeling Contract. A copy of the SBH Residential Remodeling Contract is available upon request for review. Your draw requests will be based upon the written specification line items, work completed, & SBH inspection/approval. Draw requests must be submitted per the SBH draw schedule for prompt payment.
9. Payments. Due to the nature of our funding sources, SBH cannot pay a retainer or any money down at contract signing. The contractor will submit an AIA G702/703 request for payment to SBH by the 25th of each month or as otherwise agreed. Payment can then be anticipated within 30 days. Payment(s) to the contractor are limited to inspected work-in-place and approved purchased/stored materials. 5% retainage will be held on this contract. SBH will provide blank G702/703 forms for contractor use.

BID FORM

Bids are due to SBH by 3:00P, October 28, 2019

The undersigned, after reviewing this Bid Package and becoming thoroughly familiar with 615 W. LaSalle and the local conditions affecting the execution of the Work, proposes to complete the Work for the sum of \$_____ dollars.

The undersigned has received and considered the following addenda (if issued by SBH) : _____ dated: _____
_____ dated: _____

The undersigned can start the Work within ___ days of SBH's notice to proceed and substantially complete the Work within ___ calendar days thereafter.

Company: _____

Address: _____ Phone: _____

Mobile: _____ Employer ID: _____

Signature: _____ Date: _____

This bid is good until this date: _____

I am able to provide a lead safe work practices supervisor for this project as required. Y / N (please circle Y or N)

Minimum acceptable bid numbers for GC:
 Fill in as applicable per written specifications

615 W. LaSalle due 10-28-2019			
Totals by Division/Trade			
1.00 - General Requirements			\$
1.10 - Overhead and Profit			\$
			\$
2.00 - Demolition			\$
3.00 - Concrete			\$
4.00 - Masonry			\$
5.00 - Metals			\$
6.00 - Wood, Plastics, and Composites			
Including cabinetry & top allowance:			\$ 5,000.00
7.00 - Thermal & Moisture Protection incl. siding			\$
7.00 - Roofing			\$
8.00 - Openings (Doors and Windows)			\$
9.00 - Finishes (Walls, Ceilings, Trim)			\$
9.00 - Insulation			\$
9.00 - Painting (exterior)			\$
9.00 - Painting (interior)			\$
22.00- Plumbing			\$
23.00- HVAC			\$
24.00- Electrical Light fixture/lamp mat'l allowance			\$ (light fixtures provided by SBH)
17.00- Appliances			Not included
Total: (goes to bid form)			\$

615 West LaSalle - Specifications

Issued: 10-14-2019

Bid due date: Monday, October 28, 2019

Revised: _____

1.00 General Requirements

Bidder is responsible for all insurance, permits, dumpsters.

Temp heat – contractor is responsible for any temporary heat equipment required during construction. SBH will provide up to 1500KWH elec. per month as defined by the AEP billing cycle for this address. Contractor is responsible for electrical utility costs for additional electrical use. Temporary lighting is by contractor.

During the Contract Time, additional construction work performed by Owner will be taking place. Major aspects of work under other contracts are indicated in this RFP. Coordinate construction operations and cooperate with Owner to minimize possible conflicts.

Lead: Contractor is responsible for all means, methods, and required cleaning to pass the lead clearance test for house, exterior grounds, basement, and as otherwise indicated on the lead assessment tests. Coordinate lead cleaning and any required re-cleaning with SBH.

SBH requires that a state licensed lead abatement contractor supervisor oversee this project. Please indicate that you have a HUD lead certified supervisor on staff on the bid form.

Lead assessment tests and results are provided as part of this Request for Proposals. SBH will pay for one lead clearance test by Greentree Environmental or equal. If exterior and/or interior fail lead clearance then contractor will be responsible for all subsequent testing costs until the property passes.

2.00 Existing Conditions

Demolition; General

1. Carry out all demolition work in a neat and orderly manner. Keep noise, dust, and similar nuisances to a minimum. Do not collapse walls. Do not

throw or drop materials. All demolition must follow guidelines for lead safe work practices.

2. Where material indicated to be removed is suspected of containing asbestos, inform SBH immediately. Do not disturb materials suspected of containing asbestos until asbestos content has been verified by SBH.
3. Contractor is responsible for all means, methods, and required cleaning to pass the lead clearance test for the house, exterior grounds, basement, and as otherwise indicated on the issued lead assessment. Coordinate lead cleaning and any required re-cleaning with SBH and the Health Department. Lead assessment tests and results are provided as part of this Request for Proposals.

Demolition; Architectural, Concrete and Site

Exterior demolition

1. Front porch deck and steps and brick piers to be removed. Porch roof framing to remain.
2. Remove shutters from building exterior.
3. Remove obsolete mechanical and electrical devices from exterior.
4. Roof replacement by other.
5. Remove windows and doors as noted in window and openings schedule.

Interior demolition

1. Remove indicated partitions per plans. Remove all tile and underlayment to decking.
2. Remove additional interior elements as shown on demolition plans. Prior to demolition confirm load bearing status of wall and provide temporary bracing for existing structure as needed. Remove fireplace appliance.
3. Remove all existing kitchen and bathroom fixtures and cabinetry.
4. Remove carpet throughout. Tack strip, if in good condition, may be reused.
5. Remove 2nd level bedroom and bathroom door for replacement. Frame and trim may remain.
6. Interior window trim to remain if it is compatible with new windows per schedule and not noted to be removed on window schedule.

7. Remove wood stove & flue from basement.
8. Remove any interior and exterior surface applied conduit, mechanical system, and loose electrical receptacles boxes at exterior walls.
9. Contractor is responsible for all lateral bracing and temporary supports as needed to maintain a safe structure during demolition.

Landscaping

1. New plantings not in contract.
2. Any site-work required to pass lead clearance is included in the scope of work. Generally this requires mulch around entire structure.

3.00 Concrete

4.00 Masonry

New masonry to be similar color to existing painted masonry. Soft mortar is required to be compatible with existing.

Masonry repair schedule:

Infill with brick masonry to restored MRO at door B.

Infill with brick masonry to restored MRO at door C.

Infill old opening at opening G with brick masonry. New brick veneer to be set back from face of surrounding brick by 1". Incorporate (2) vent caps into this infill area, coordinate with HVAC.

Infill abandoned dryer vent holes at east side of house.

Repair as needed existing dryer vent hole at west side of house (will be reused)

Infill hole at removed wood stove.

New 4" dryer vent hold at west side of house at new laundry location.

Repoint/repair foundation at east gable

Two new front porch piers. Each to be 12"x12" and on concrete pier to below frost.

Infill north basement window opening with CMU.

50 SF of misc scattered repoint and repair as determined by field inspection and prioritization.

5.00 Metals

1. New gutters and downspouts at house. Color to be tan. No gutters required at front porch.

6.00 Wood, Plastics, and Composites

1. Partition framing per plans. Framed lower ceiling at first floor bath to accommodate HVAC ducts and vents from both bathrooms. Frame in removed fireplace appliance opening.
2. Stabilize and laterally secure (or replace if necessary) stair guardrail newel posts at second floor. Reuse balustrade. Paint.
3. Patch subfloor throughout as required to address deterioration and any abandoned mechanical penetrations. Replace/repair deteriorated t&g flooring at kitchen before underlayment is installed.
4. Kitchen cabinetry, vanities, & tops purchased under a \$5,000 material allowance. Installation labor and incidental materials not included in the allowance. This allowance includes medicine cabinets. Refer to kitchen layout drawings provided with this RFP.
5. Recessed medicine cabinet at new first floor bathroom and at second floor bathroom if possible. Cabinet covered in cabinetry material allowance.
6. Provide and install new 1x6 baseboard throughout first floor. New 1x4 window and door casing throughout. 5/4 window apron.
7. Second level trim to remain.
8. Build new front porch deck to same size as existing. 2x6 pressure treated joists. 1X4 t&g primed deck boards. 1x6 skirt trim.

7.00 Thermal and Moisture Protection

Insulation

1. New fiberglass insulation at framed exterior walls at first floor bathroom area.

Exterior

1. Existing brick veneer. Refer to 4.00 Masonry and 9.00 Finishes.
2. Two new 6" square fiberglass porch columns w/ cap and base. Exterior Porch Railing: built up 2x railing per SBH detail. Newels to be 4x4 w/ caps.

3. Provide and install one mailbox – adjacent to front door. Basic metal unit. Black. New address numbers.

Roofing

1. New roof is not part of this scope.

8.00 Openings

1. Windows
 - a. Windows vary throughout the project. Refer to written schedule and plans.
2. Entry Doors
 - a. Refer to schedule and plans.
 - b. All entry locksets to be keyed the same.
3. Door hardware: All new interior door hardware to be Schlage knob-sets in ORB finish. Exterior door hardware to be Schlage entry sets with deadbolts as noted above. All keyed to match.
4. Door stops – spring type – throughout.
5. Interior doors per schedule.

Window, exterior opening, and interior door schedule

Window type is shown bracketed (A_) and is also indicated on the drawing set.

(A1) Quantity: 4

Existing vinyl arch top window.

MRO 35"x82" (verify in field)

Remove existing vinyl window and replace with new double hung replacement window with brick molding profile. Interior 5/4 stool, apron, and 1x4 casing.

(A2) Quantity: 2

Remove existing trim, window and infill to original rough opening.

New window unit to match type A1. Interior 5/4 stool, apron, and 1x4 casing.

(A3) Quantity: 1

Remove existing trim, window, and infill to original rough opening.

Masonry repair to relocate stone sill up to align with existing adjacent sills to create a rough opening same as existing adjacent windows.

New window unit to match type A1. Interior 5/4 stool, apron, and 1x4 casing.

(B) Quantity: 1

New front door and arched transom.

36" MRO x height to existing arch.

Inswing left hand door. ¾ glass x 80" door.

Knob lockset and deadbolt. ORB

(C) Quantity: 1

At removed sliding door, repair masonry to original MRO for door using existing arch as guide. Remove any steel lintel and repair damaged bricks as required.

New door to match type B frame and transom. Door to be right hand and ½ lite.

(D) Quantity: 1 pair

Pair of double hung windows in living room.

OA MRO 69" x 57.5"

Replacement windows to be 30x54 double hung.

Exterior brick molding profile.

(E) Not used.

(F) Quantity: 1

Double hung window in new closet.

Remove existing trim, window and infill to original rough opening.

MRO 33"x55" square opening. (VIF)

New replacement double hung window. Interior 5/4 stool, apron, and 1x4 casing.

Exterior brick molding profile.

(G) Quantity: 1 infilled opening

Remove infill materials to original brick RO. Infill opening with 1 wythe brick over infill framing, sheathing, and WRB.

(H) Quantity: 1

Existing high window over new laundry area.

MRO 35"x54" (VIF) with arched top.

Remove existing trim, window and infill to original rough opening.

New double hung replacement window.

Interior 5/4 stool, apron, and 1x4 casing.

Exterior brick molding profile.

(I) Not used.

(J) Quantity: 1

Remove west wood sash basement window and replace with glass block infill unit similar to window type N.

(K) GWB opening. 3'-6"x7'-0"

(L) Quantity: 1

Remove existing trim, window, and infill to original masonry rough opening.

New fixed door unit and transom similar to type B door.

No lockset at this door panel.

Exterior brick molding.

(M) Quantity: 4

Gable windows second floor.

26x40 double hung windows.

Existing to remain. Paint.

(N) Quantity: 2

Basement window type 1. Existing glass block replacement units.

(O) Quantity: 1

Infill existing basement window opening with CMU masonry

(P) Quantity: 2

Existing replacement basement slider unit. Clean and reuse.

(Q) Quantity: 4

New first floor interior doors. Size and swing per plans.

Prehung. Two panel hollow core interior doors.

ORB hinges and knob lockset. Passage set for closets. Privacy for bathrooms.

(R) Quantity: 1

New door at top of basement stair in existing frame.

(S) Quantity: 1 pair

Rehang existing French doors in new frame and swing toward living room.

New 1x4 casing. New ORB lever-set on one door. Passive door secured with top and bottom slide bolt hardware. Painted.

(T) Quantity: 6

New hollow core flush interior doors to replace existing second floor doors. New hardware.

Note that some doors are undersized.

New ORB hinges and passage knobsets. Privacy lockset at bathroom.

(U) Quantity: 8

Reuse existing bi-pass closet doors in bedrooms. Install new track and roller hardware as needed to function properly. Painted.

9.00 Finishes

Interior elements

1. New 1x6 baseboard throughout entire first floor. 1x4 casing at doors and windows. 1x4 apron & 5/4 stool at windows. Interior walls are GWB/plaster on wood studs. Exterior walls are generally plaster over masonry.
2. New shower rod at tub. No curtain required.
3. T.P. hanger at each stool. (1) 18" towel bar at each bathroom.
4. Repair and/or new closet shelves and rods throughout. Solid shelf 1x material. Cleat and support brackets as required. Maximum span is 36" between brackets.
5. Blocking as required at cabinetry to support range hood.
6. Medicine cabinet is to be recessed at first floor. Same at second level if possible. All bathrooms shall have a medicine cabinet with mirror 16" wide by 20" tall (minimum). (med cabinet and light fixtures by SBH)

Walls & Ceilings

1. Repair, patch, or replace existing walls and ceilings at contractor's option. Finish texture to match existing adjacent.
2. New half-inch gypsum wallboard all new construction. Wallboard installed as a patch to be finished to blend with existing adjacent wall finish. Moisture resistant wallboard in bathrooms.
3. Ceiling texture to blend to match existing. When ceilings are new, finish to be smooth.

Paint

Exterior

1. Clean and paint existing and repaired brick masonry. Color to be determined.
2. Any exterior wood to be scraped, primed, and painted. (eaves, porch, etc) Color to be determined.

Interior

1. All walls are to receive two coats of washable, latex enamel. Satin. Ceilings to be flat sheen. Trim to be semi-gloss.
2. Paint color
 - a. Ceilings SW6119 "antique white" flat
 - b. Walls SW 6108 "latte" eggshell
 - c. Trim SW 6077 "everyday white" semi-gloss. All second floor trim to be painted.
3. Paint basement floor as required for lead clearance. Med grey.
4. Paint previously painted wall, stair, and ceiling elements in basement as req'd for lead clearance.
5. Paint all existing to remain HVAC floor return air grilles flat black.

Flooring

1. New carpet at second floor and stairway. Carpet to be cut pile broadloom nylon material over min. 2lb rebond pad.
2. New carpet at front living area, dining/parlor and west den/closet.
3. Paint basement concrete floor and as otherwise required for lead clearance.
4. Vinyl sheet product over underlayment in bathrooms, laundry area, and kitchen.

22.00 Plumbing

1. Refer to list this section for specified plumbing fixtures.
2. No garbage disposal is included. No dishwasher.
3. New PEX water supply plumbing throughout. Manifold not required. New frost resistant sill cocks located at front and rear of structure.
4. Provide dishwasher capable valve at hot water shut off under kitchen sink such that dishwasher can be isolated.
5. Assume existing water service is usable. Reuse existing rams-horn. Prepare for new meter. Replace shut off valves with new.

6. One new water heater. Minimum 40 gallon power vent. Repair and/or add to existing water service, meter base, etc. as required. New PVC exhaust line to exterior through brick masonry.

7. Plumbing fixtures. Submittal required for all listed products.

Toilet:	Delta Corrente C43904-WH (HET). Max. 1.28 gpf. With coord. seat/lid, wax ring; Color: white Clear silicone at base.
Lavatory Sink:	Drop in sink PF19164 or approved equal. Color: white Existing ped lav in ½ bath to be reused.
Lavatory Faucets:	Delta Foundations B2515LF-PPU (1.5 gpm)
Shower Faucet:	Delta Foundations BT13010 valve trim (where applicable) plus Delta 7-spray hand held shower 75701 (2.0 gpm) Handheld shower faucet is for all shower units and ADA Xfer showers.
Tub/Shwr Faucet:	Delta Foundations B114900 (fixed head shower is 2.0 gpm) Include tub spout and drain stopper.
Tub/Shower:	Fiberglass tub and surround.
SS Kit Sink:	Sterling Middleton 20-Gauge Double-Basin Drop-In model #R14708-4-NA (coord. 3 or 4 holes w/ faucet soap dispenser)
Kitchen Faucet:	Delta B4310LF-SD. Chrome. ADA compliant. 1.8 gpm (Verify that faucet comes with required accessory soap dispenser before ordering sink)
Garbage Disposal:	not included

23.00 HVAC

1. New bath fan/lights to exterior at first and second floor bathrooms. Provide ext vent caps at west sidewall. Bath fans to be separately switched light and fan. Broan 80cfm unit. Ducts to sidewall will be rigid. Both vent caps will be at masonry infill at west elevation. Bath fan at first floor to be ceiling mounted. Second floor will be sidewall at kneewall.
2. Kitchen vent hoods – new 30” white broan recirc. unit. Provided and installed by electrical contractor.
3. New gas furnaces w/ both combustion intake and exhaust PVC vented to exterior at box sill. Min. 95% efficient. Inspect existing ductwork and returns and repair/reroute as needed. Standard 1” filter in enclosed housing at RA plenum. No AC and no humidification. Provide pump if required for condensate to main sewer line.
4. Ductwork to be galvanized. No flex duct is permitted for HVAC furnace system unless specifically discussed and approved by SBH.

5. HVAC contractor to provide all new gas piping throughout as required. Existing may be reused if in good condition. Pipeflex is approved. Gas to furnace, water heater, kitchen range, dryer.
6. Install dryer vent duct and exterior cap via existing hole.
7. All supply and return air grates throughout to be new except at reused existing first floor floor grates. Floor grates to be painted flat black.

26.00 Electrical

1. Replace existing 200A panel with new. Rewire entire house complete.
2. New hardwired and interconnected smoke detectors throughout per code.
3. Basement lights – revised as required for min. (4) keyless fixtures with switch at top of stair.
4. All light fixtures and lamps will be provided by SBH from list provided by the electrical contractor. Provide and install 4 keyless light fixtures in basement all controlled by switch near basement door. Electrical contractor will provide all devices, and smoke/CO detectors.
5. Electrician to provide and install 30” Broan recirculation type range hood. Use existing circuit. White.
6. All new devices and cover plates in ivory or light almond – all to match.
7. New receptacle under kitchen sink for future dishwasher. Recep at kitchen island.
8. Inspect existing or run new power as required for new ~~AC exterior service disconnect~~; washer/ elec. dryer connections; fan/lights, furnace, and gas water heater. Coordinate with HVAC contractor and plumber.
9. Wire for first floor fan/light switched separately, and vanity light. Wire for second floor wall mounted exhaust fan on a timer switch, ceiling light, and vanity light.
10. Exterior lighting flood located at NW corner of house. Install SBH provided motion flood units. Provide switch override at rear kitchen door. Replacement porch lights at front porch at same location as existing. SBH will provide fixtures and lamps. New carriage light at rear kitchen door.

--- end spec ---

South Bend Heritage Foundation, Inc.
803 Lincolnway West
South Bend, IN 46616

Requirements for Certificates of Insurance

- Commercial General Liability Requirements: \$1,000,000
- Commercial Auto Policy Requirements: Minimum Combined Single Limit per Accident: \$500,000

NOTE: If using a personal vehicle you must carry non-owned/hired auto liability

- Workers Compensation and Employers Liability* Minimum Employers Liability Limits: \$100,000/\$500,000/\$100,000
- Umbrella Liability Requirements: Minimum Limits \$2,000,000

South Bend Heritage Foundation, its subsidiaries and agents must be listed as an additional insured. ~~Any contractor doing work for the Northeast Neighborhood Revitalization Organization must also list that organization (NNRO). Any contractor doing rehab work should also list South Bend Heritage Properties LLC.~~

*SBHF will accept a valid Indiana Department of Revenue Workers' Compensation Clearance Certificate for Independent Contractors in lieu of Workman's Comp coverage. Sole proprietors and/or partnerships meeting certain criteria are eligible for apply. Information and applications are available on line at the Dept. of Revenue's website at www.state.in.us/dor.