



SOUTH BEND HERITAGE

803 Lincoln Way West

Phone: 574 289-1066

Fax: 574 289-4550



Monday, June 3rd

RE: Rebuilding Together 2024 Invitation to Bid

Attention bidders:

South Bend Heritage is pleased to release the following repair/ replacement project for bid.

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.

Please make arrangements with the property's owner to gain access.

Bidder registration (General Contractors only) must be submitted to SBH by the due date.

Bid proposals on this package are due to SBH by **Monday, June 17, 2024**. Please carefully review the RFP package for further information. Good luck.

Cordially,

Safa Saddawi



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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/ RT 2024>

- RFP Invitation to bid.
- Specifications.
- Bid form.
- Insurance minimums.
- Property Owners Contact Information



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Scope of Work

Demo of existing roof singles and replacements

Demo of HVAC and Water heater and Replace

Date issued: 6/3/2024.

Deadline for bid submittal: by 3:00 PM on **Monday, June 17, 2024.**

Instructions for bidders:

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

This Bid Package includes:

- a. written specifications and bid form.
 - d. Exhibit B - HUD requirements for CDBG funded projects.
 - e. SBH insurance requirements (under 1.00 General Conditions)
2. Carefully review the written specifications and corresponding drawings.
 3. Field verifies all conditions. Contact Safa Saddawi at SBH with any questions at once. Any changes or clarifications will be addressed with an addendum to these specifications.
 4. Submitted bids must have at least one line-item price for each applicable category (i.e., 1.00 General Conditions; 2.00 Demolition; 7.00 Roofing; 32.00 HVAC; etc.)
 5. 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 the contract is awarded



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6. This Bid Package (as revised and approved by both the contractor and SBH) will become a referenced part of the final contract. A copy of the 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.
7. 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 invoice request for payment to SBH by the 25th of each month or as otherwise agreed. Payment can then be anticipated within 30 days (about 4 and a half weeks)



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BID FORM

The undersigned, after reviewing this Bid Package and becoming thoroughly familiar with the work and the local conditions affecting the execution of the Work, proposes to complete the Work for the sum of \$ _____ dollars. For the work _____
_____ at the property address _____

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: _____



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Specifications

Issued: 6-3-2024

Bid due date: **Monday, June 17, 2024.**

1.00 General Requirements

Bidder handles all insurance, permits, dumpsters.

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

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.

7.00 Thermal and Moisture Protection

ROOF REPLACEMENT SPECIFICATIONS

MAIN COMPOSITION SHINGLE ROOF:

Complete tear off and removal of (approx. xxxx square feet) of existing shingles, to the surface and properly dispose of at approved landfill.

Replacement of any damaged plywood decking at \$xx per sheet. All misc. work, at an additional cost of materials and \$xx.00/hr. if needed. Decking will be replaced in accordance with recommendations by both the National Roofing Contractors Association (NRCA) and the American Plywood Association (APA). New decking shall be APA-rated for structural use. Deck fastening will meet or exceed local building code requirements.



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- Replacement of following flashing materials: Chimney flashing, vent pipe collars, aluminum akes and leaves. All materials to meet or exceed manufacturer's requirements and to be installed "hidden nail" fashion so that no "shiners/nails" are present.
- One row of Ice and Water Protection membrane shall be installed along all leaves, valleys, chimney and around any penetrations and around any penetration to provide protection against damage from water and ice dams.
- Installation of one layer of 30 lb. felt of Palisade synthetic roofing underlayment on entire roof deck surface.
- Installation of new GAF Timberline (or equivalent) HD Lifetime laminated, premium architectural shingles, with Ltd. Lifetime warranty, of homeowner's color choice. Shingles will be installed in strict accordance with the manufacturer's specifications and shall be fastened using four nails per shingle.
- Installation of a Ridge Vent.
- Installation of manufacturer's pre-made hip and ridge material (Caps). Hip and ridge rows will be run straight and shall be installed according to manufacturer's instructions.
- All grounds to be cleaned up on a daily basis. All bushes, shrubs, and flowers will be protected.
- All gutters will be cleaned of all existing and new debris. Otherwise, gutters & downspouts are to be replaced.
- Homeowner is asked to supply electrical power if needed.

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be charged accordingly.

GUARANTEE: One (1) year roof leak repair under normal weather conditions, excluding hail and wind, from completion date. The warranty shall protect the owner from roof leakage for a period of one year, beginning from the date of completion of the project. The warranty shall cover roof leakage directly attributed to the contractor's workmanship. *Shingles will be covered under manufacturers limited lifetime warranty.

23.00 – HVAC

Demo and remove of Existing,

Carry out all demolition work in a neat orderly manner. Keep noise, dust, and similar nuisances to a minimum. Do not throw or drop materials. All demolition must follow guidelines for safe work practices.

Replacement:

1. Contractor shall furnish and install complete and efficient residential HVAC system. All work shall be in accordance with all applicable codes and is subject to City inspection(s)
2. HVAC Equipment:



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- a. Acceptable HVAC Equipment Manufacturers: York, Goodman, Carrier, Rheem,
- b. Gas furnaces shall be minimum 95% efficient with matched direct expansion coil.
- c. Provide filter slot with sliding closure panel. Filter to be standard 1" type and sized for airflow. Provide filter. A/C unit shall meet SEER2 of 14 min.

23.00 – WATER HEATER

Removal of the existing,

Carry out all demolition work in a neat orderly manner. Keep noise, dust, and similar nuisances to a minimum. Do not throw or drop materials. All demolition must follow guidelines for safe work practices.

Replacement,

- a. Acceptable water heater manufacturers are Bradford White; State; Rheem.
- b. Energy factor to be ≥ 0.64 .
- c. Water heater insulation blanket is not required. Water heater installation must have

Requirements for Certificates of Insurance

1. Commercial General Liability Requirements: \$1,000,000.
2. 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.

3. Umbrella Liability Requirements: Minimum Limits \$2,000,000. South Bend Heritage Foundation, its subsidiaries and agents must be listed as additional insured.

*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 to apply. Information and applications are available online at the Dept. of Revenue's website at www.state.in.us/dor.



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