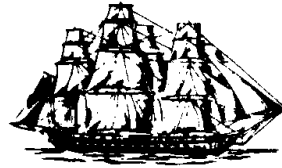
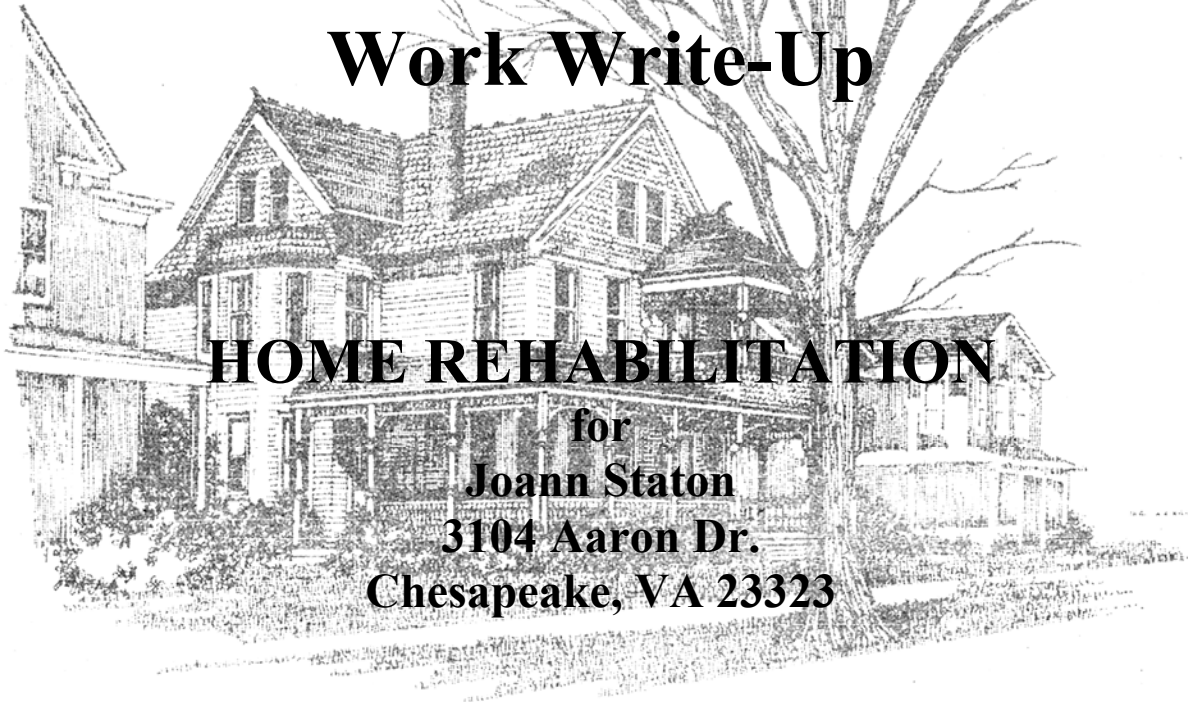


Chesapeake Redevelopment & Housing Authority



CRHA
CHESAPEAKE, VIRGINIA

Construction Notes and Work Write-Up



HOME REHABILITATION

for
Joann Staton
3104 Aaron Dr.
Chesapeake, VA 23323

September 9, 2009

Notice –

Prior to any award pursuant to this solicitation, the contractor shall provide to CRHA a copy of a valid, current Commonwealth of Virginia Contractor's Class A, B or C License, a copy of a valid, current City Business License.

Additionally, the contractor shall provide, or have provided, to CRHA a certificate, or certificates, of insurance coverage for General Liability, Worker's Compensation and Automobile Liability Insurance for owned and non-owned vehicles used on the site or in connection therewith. Contractors not required to carry Worker's Compensation Insurance shall provide a signed statement to that effect. Insurance coverage limits must conform to the following:

Property Damage of at least \$25,000/\$50,000

General Liability of at least \$100,000/\$300,000

Automobile liability for a combined single limit for the bodily

Injury and property damage of at least \$100,000 per occurrence

Failure to provide any of the above either with the quote, or within **5** days of notification by CRHA will result in a determination of non-responsibility and award will not be made.

The contractor shall be responsible for ensuring any subcontractors used in the performance of the work pursuant to this solicitation are in compliance with all of the above requirements.

REQUEST FOR QUOTE	1A. RFQ NUMBER	1B. PROJECT NUMBER	2. DATE ISSUED
	CRHA 09-016	09-06R	Sept.9, 2009
3. ISSUED BY Chesapeake Redevelopment & Housing Authority 1468 S. Military Highway Chesapeake, VA 23320		4. ADDRESS BID TO (Same as Block 3)	
5. FOR INFORMATION CALL	Art Harbin	TELEPHONE NUMBER (757) 523-0401 Ext.412	
SOLICITATION			
6. PERFORMANCE IS REQUIRED FOR THE WORK DESCRIBED IN THESE DOCUMENTS			
Homeowner: Mary Staton 3104 Aaron Dr Chesapeake, VA 23323		Documents: Construction Notes and Work Write-Up dated July 7, 2009	
Pre quote walk thru is scheduled for September 17 @ 10 am at the property.			
7. The contractor shall begin performance within fifteen (15) calendar days and complete it within			60
calendar days after receiving a Proceed Order. This performance period is mandatory.			
8. ADDITIONAL SOLICITATION REQUIREMENTS			
A. An original sealed quote to perform the work required is due at the place specified in Item 3 by 2:00 p.m. (hours) local time September 25, 2009 Quote will be opened at that time. Sealed envelopes containing quotes shall be marked to show the Contractor's name and address, license number, the solicitation number and the date and time quotes are due. email: art_harbin@crhava.org			
B. All quotes are subject to: (1) the work requirements, and (2) other provisions incorporated in the solicitation in full or by reference.			
C. Quotes providing less than ninety (90) calendar days after the date quotes are due to allow for homeowners acceptance and closing of financing will not be considered and will be rejected.			
D. Performance and Payment Bonds may be required. See Article 5 of CRHA CDBG/HOME PROGRAM Contract.			
Quote (Must be fully completed by Contractor)			
9. NAME AND ADDRESS OF CONTRACTOR		10. TELEPHONE NUMBER	
		11. REMITTANCE ADDRESS (Only if different from Item 9)	
12. The Contractor agrees to perform the work required at the price specified below in strict accordance with the terms of this solicitation if this quote is accepted by the Homeowner listed in Item 6.			
AMOUNT	\$		
13. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN	14. SIGNATURE	15. DATE	

Chesapeake Redevelopment & Housing Authority

Owner: Joann Staton
3104 Aaron Dr
Chesapeake, VA 23323

Date of Inspection: June 4, 2009
Date of Write -Up: July 7, 2009

Construction Project Manager (CPM): Chris Sale

Phone 233-6405

The work shall be done in accordance with the following Notes, Work Write-Up and CRHA's Master Specification Series (MSS August 2007) with the exception of General Conditions 5, 11, and 13a and Special Conditions 2 and 3.

CONSTRUCTION NOTES:

1. The contractor shall furnish/obtain the following items:
 - PORTABLE SANITARY FACILITIES FOR EMPLOYEES AND SUBCONTRACTORS' EMPLOYEES (IF NECESSARY)
 - ALL NECESSARY PERMITS AND INSPECTION CARDS (AS REQUIRED). **A COPY OF THIS COMPLETE WORK WRITE-UP SHALL BE SUBMITTED TO THE CHESAPEAKE INSPECTION DEPARTMENT WITH THE APPLICATION FOR A PERMIT.**
 1. Building
 2. Electrical
 3. Plumbing
 4. Mechanical
 - A. Heating
 - B. A/C
 - TERMITE TREATMENT LETTER OF NEW WORK AND INSPECTION AND ONE YEAR GUARANTEE CERTIFICATE WITH ANNUAL RENEWABLE CLAUSE.
 - MOISTURE FUNGICIDE LETTER.
2. The work **shall conform to all existing local building codes and standards**. Should a conflict arise between the building codes, the Work Write-Up, and the MSS Specifications, the local building codes shall apply.
3. **Copies of all appropriate permits shall be submitted to CRHA prior to commencement of work. No payments will be processed unless these permits are on file with CRHA.**

Chesapeake Redevelopment & Housing Authority

4. It is the responsibility of the contractor to notify the City of Chesapeake's Inspection Department for the appropriate building inspections. Copies of approved City of Chesapeake inspection report cards **shall be submitted to CRHA within five days** of the city inspection. **No payment requests will be processed without the appropriate inspection report(s).**
5. The contractor **shall notify CRHA** in writing if any part of the new work fails the City of Chesapeake's inspection procedures.
6. The job will be considered complete when all approved City final inspections have been submitted to CRHA for review and **a final acceptance inspection has been performed by a CRHA CPM.**
7. **NOTE:** The contractor **shall submit a cost breakdown (Schedule of Values) for each item as it appears on the Work Write-Up. THIS COST BREAKDOWN SHALL BE SUBMITTED TO CRHA WITH THE BID.** The contractor acknowledges this requirement when submitting/signing the solicitation and bid form.
8. The contractor **shall** coordinate all necessary color/type/style selections with the owner. Furnish **CRHA CPM** a listing of all homeowner selections.
9. **All excess and damaged material and all construction debris shall be properly removed from the premises at the end of each work (day)(week) or the contractor may provide an on site dumpster if allowed by City inspections/environmental.**
10. All new exterior door locksets **shall be “keyed alike.”**
11. **Material quantities given in the Work Write-Up are approximate and provided as a guide only. The contractor is responsible for taking all necessary measurements and providing sufficient materials for a complete job.**
12. Where in the Work Write-Up it is stated that materials or equipment etc. is to be **installed or applied in accordance with manufacturers written instructions**, the contractor shall provide to **CRHA CPM** a copy of these instructions prior to installation of the indicated items.
13. **NOTE: When an additive bid item supersedes items in the Work Write-Up, the additive bid amount shall reflect the incremental cost of the additive bid item over the item that it replaces.**

Chesapeake Redevelopment & Housing Authority

HOME REHABILITATION WORK WRITE - UP

Owner: Joann Staton
3104 Aaron Dr
Chesapeake, VA 23323

Date of Write -Up: July 7, 2009



ITEM	WORK DESCRIPTION
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I. EXTERIOR

A. FRONT

1. Replace six window units complete. The new windows shall be vinyl replacement, insulated glass, double hung with screens to match the existing size and configuration. Repair/replace any exterior siding disturbed by removals to match existing. Metal wrap all window molding with aluminum white coil stock. Install windows in accordance with manufacturer's written instructions. The new windows shall be Norandex Simonton or equal. **Provide to the CRHA CPM the manufacturers warranties to give to the homeowner.**

Total _____

2. Install seamless aluminum gutters on the front and downspout(s) with baked on white enamel finish. Also supply a new splash block sloped 1 inch in 3 feet. **Install gutter using single piece hidden hangers in lieu of spikes and ferrules spaced 24 inches on center or nailed into alternate rafter tails if spaced 16 inches on center.**

Total _____

3. Replace the porch light at the front entrance. The style of the new fixture shall be similar to the existing.

Total _____

4. Replace all rotted fascia, soffit and frieze boards. Metal wrap fascia and frieze boards. Install white vinyl soffit. Paint other wooden areas that cannot be metal wrapped. Remove all loose and deteriorated paint by scraping and wire brushing. Prepare for proper paint adhesion and then paint with two coats of self-priming acrylic enamel paint. Apply paint in accordance with manufacturers written instructions. See Paragraph 12 of the Construction Notes.

Total _____

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- 5. Replace two (2 – porch and entry) front entrance storm doors with homeowner selected storm doors within a \$150 material allowance per door. Install storm doors in accordance with Manufacturer’s written instructions. **Provide to CRHA CPM a completed manufacturer’s warranty in the name of the homeowner.** See paragraph 12 of Construction notes.

Total _____

B. LEFT SIDE

Replace or repair gable vent

Total _____

- 6. Replace two window units complete. The new windows shall be vinyl replacement, insulated glass, double hung with screens to match the existing size and configuration. Repair/replace any exterior siding disturbed by removals to match existing. Metal wrap all window molding with aluminum white coil stock. Install windows in accordance with manufacturer’s written instructions. The new windows shall be Norandex Simonton or equal. **Provide to the CRHA CPM the manufacturers warranties to give to the homeowner.**

Total _____

- 7. Replace all rotted rake molding and install aluminum white coil stock metal wrap.

Total _____

- 8. Cut back tree limbs off house.

Total _____

C. REAR

- 1. Metal wrap fascia boards. Install seamless aluminum gutters and downspout(s) with baked on white enamel finish. Also supply a new splash block sloped 1 inch in 3 feet. **Install gutter using single piece hidden hangers in lieu of spikes and ferrules spaced 24 inches on center or nailed into alternate rafter tails if spaced 16 inches on center.**

Total _____

- 2. Replace five window units complete. The new windows shall be vinyl replacement, insulated glass, double hung with screens to match the existing size and configuration. Repair/replace any exterior siding disturbed by removals to match existing. Metal wrap all window molding with aluminum white coil stock. Install windows in accordance with manufacturer’s written instructions. The new windows shall be Norandex Simonton or equal. **Provide to the CRHA CPM the manufacturers warranties to give to the homeowner.**

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Total _____

RIGHT SIDE

- 1. Install GFCI cover on electrical outlet.

Total _____

ROOF

- 1. Remove existing shingles and all other roofing materials down to bare roof sheathing. **Notify CRHA CMP 24 hours in advance (during normal business hours) to identify sheathing replacement if required.** Install new roof system over 15# felt underlayment. Shingles to be fiberglass, twenty (20 yr.) fungus resistant 3 tab shingles, replace pipe collars. Install roofing in accordance with Manufacturer's written instructions. Homeowner to select shingle color. **Provide to CRHA CPM a completed manufacturer's warranty in the name of the homeowner.** See paragraph 12 of Construction notes.

Total _____

II. MECHANICAL / ELECTRICAL

MECHANICAL

- 1. Install a new split system heating/cooling air to air heat pump with a **minimum SEER rating of 13.** Install all new insulated ductwork, new filtered returns, and install new insulated air supply ductwork and grilles. Locate the new ceiling diffusers near the outside walls. Installation of the mechanical system **shall be** in accordance with the **owners manual/installation instructions** and local codes. Provide a solid thick foundation pad for the outdoor part of the unit. **Notify the CRHA CPM 24 hours in advance** (during normal work hours) to be present when system operational testing is performed. **Modify the electrical system to suit the new mechanical system.** **Provide to the CRHA CPM a completed manufacturer's warranty in the name of the homeowner.** **Mechanical and electrical permits are required.**

Total _____

Chesapeake Redevelopment & Housing Authority

III. INTERIOR

IV. KITCHEN

- 1. Replace existing range with a 30” freestanding electric range. Homeowner to select range with a \$600 material allowance. **Provide to CRHA CPM a manufacturer’s warranty to give to the homeowner.**

Total _____

- 2. Kitchen light does not work. Replace or repair switch. Check bulbs. Replace or repair. Insure the light is fully operational and safe.

Total _____

- 3. Water does not drain properly from kitchen sink. Snake drain. There is a pipe protruding from the exterior of the house at the back door with no connection to the outside sewer line. Repair and connect so no water draining from the house is going on the ground.

Total _____

- 4. Install new dishwasher to replace existing, non working dishwasher. Homeowner to select dishwasher with a material allowance of \$500.00. **Provide CRHA CPM a completed manufacturer’s warranty in the name of the homeowner**

Total _____

- 5. Demo and dispose of old refrigerator. Install new refrigerator. Material allowance of \$625.00.

Total _____

LAUNDRY (In Garage)

- 1. Install new 50 gallon electric water heater and shut off valve. **Provide to CRHA CPM a manufacturer’s warranty to give to the homeowner.** Secure water heater wires and flex conduit in wall junction box. Replace washer shut off valves.

Total _____

HALL BATHROOM

- 1. Replace toilet. Material allowance is \$300. This is to include toilet and all necessary components to install toilet (including seat).

Total _____

- 2. Replace the vanity cabinet, countertop with sink, faucet, drain piping, and associated

Chesapeake Redevelopment & Housing Authority

hardware. Install a Delta single lever faucet with pop-up drain fitting or equal. Provide new water supply tubes, stop valves and drain/trap assembly. Snake drain. **Provide to the CRHA CPM a completed manufacturer's warranty in the name of the homeowner on the faucet.** Coordinate with Section IV, Paragraph D.6 below.

Total _____

3. Replace shower valve with a new single lever Delta model or equal. Install faucet with showerhead, chrome plated brass extension nipple and tub filler. Faucet features shall include pressure balance and anti scald design, and brass and stainless steel construction. Install faucet in accordance with manufacturers written instructions. **Provide to the CRHA CPM a completed manufacturers warranty to give to the homeowner for the faucet.** See paragraph 12 of the Construction Notes.

Total _____

4. Replace medicine cabinet with like cabinet. Allowance is \$150.

Total _____

HALF BATHROOM (MASTER)

1. Replace the vanity cabinet, countertop with sink, faucet, drain piping, and associated hardware. Install a Delta single lever faucet with pop-up drain fitting or equal. Provide new water supply tubes, stop valves and drain/trap assembly. Connect to wall drain. Snake drain. **Provide to the CRHA CPM a completed manufacturer's warranty to give to the the homeowner on the faucet.** Coordinate with Section IV, Paragraph D.6 below.

Total _____

2. Replace toilet. Material allowance is \$300. This is to include toilet and all necessary components to install toilet (including seat).

Total _____

3. Install vinyl floor covering. The underlayment and the floor covering shall be installed under the water closet and the lavatory. The vinyl shall be FHA approved and installed with no seams in the vinyl. Provide metal transition strip at door opening. The homeowner to select (vinyl only) within a material allowance of \$ 7.50 per SY.

Total _____

GRAND TOTAL REHAB _____

Chesapeake Redevelopment & Housing Authority

THESE BID ADDITIVES ARE GENERAL IMPROVEMENTS.

Contractor is reminded to read paragraph 13 of the Construction Notes at the beginning of the bid package before submitting bids.

9. BID ADDITIVES

Remove furniture and store in P.O.D. (See section VI. "Other"). Demo old carpet and padding and dispose of properly. Install new FHA grade carpet of 26 oz. nylon with 6# rebond padding. Color is to be chosen by homeowner. Allowance is \$15/sq. yd. Carpet comparisons and prices were obtained from Pro Source, Chesapeake, VA.

****Owner** is responsible for all small items, knick knacks, electronics, TV's, computers, accessories, clothes, bottles, baby items etc. to be packed up and put into storage. **Contractor is to move furniture only.**

Total _____

GRAND TOTAL REHAB AND BID ADDITIVES _____

