



INVITATION TO CONTRACTORS:
To Bid on a Lead-Based Paint Hazard Control Program Project

To: Contractor(s)

FROM: Jenna Heiar, Program Manager & Healthy Homes Program Coordinator

Re: Invitation to Bid – Remediation of: **340 25th St SW, Mason City, IA 50401**
Open House: **Thursday, March 12th, 2020 at 9:30 AM**
Bid Opening: **Thursday, March 19th, 2020 at 9AM**

You are invited to bid on the lead hazard control remediation of a home located at **340 25th St SW, Mason City, IA 50401**. This work is being financed with funding from the U.S. Department of Housing & Urban Development (HUD). The primary goal of the Cerro Gordo County Lead-Based Paint Hazard Control Program (LBPHC) is to reduce lead-based paint exposure and other health related hazards in housing for low and very low-income families with children five years of age and under.

You are required to participate in a **Contractor's Open House/Pre-bid tour being held Thursday, March 12th, 2020 starting at 9:30 AM at 340 25th St SW, Mason City, IA 50401.** The Specifications Proposal & Bid Document (including instructions to Bidders) is included in this packet. During this time, you will have the opportunity to inspect the home, review the specifications, and ask any questions of our Remediation Specialist, Steve Weaver.

Sealed bids on the project shall be submitted in accordance with the Instruction to Bidders, which will be available at the Open House. **Sealed bids must be mailed, or hand delivered to: Cerro Gordo County Department of Public Health, ATTN: Jenna Heiar, 2570 4th St SW, Suite 1, Mason City, IA 50401. Bids are due by no later than 9AM on Thursday, March 19th, 2020.** All Bidders are welcome to attend the sealed bid opening, which will be held **at 9AM on March 19th, 2020** at the Department of Public Health.

Bids are being solicited by invitation and public notice on our website. Bids may not be modified, withdrawn, or cancelled during the 30-day period following the date and time designated for the receipt of bids. Bids received from contractors barred from participation in federally assisted projects will be rejected. Consistent with Title 24 CFR (HUD), Part 85.36 Procurement, we will make awards only to “responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement with consideration given to such matters as contractor integrity, compliance with public policy, record of past performance and financial and technical resources.”

All bids must be prepared and submitted in accordance with the Instruction to Bidders.

If you have any questions or require additional information, please contact Jenna Heiar at the CGCDPH office at 641-421-9339 or jheiar@cghealth.com.



**PUBLIC
HEALTH**

Lead Hazard Control Program

Bidder Requirements

Project Address: **340 25th St SW, Mason City, IA 50401**

****All required documents listed below MUST be submitted with your bid packet prior to returning to Cerro Gordo County Department of Public Health to be eligible for the bid award****

Document Name	Document on File	Expiration Date
Iowa Department Public Health (IDPH) <i>Firm Certification Certificate</i>		
IDPH Abatement <i>Contractor</i> Certification(s)		
IDPH Abatement <i>Worker</i> Certification(s)		
Iowa Workforce Development Contractor Registration Certificate		
Proof of General Liability Insurance		
Proof of Automobile Liability Insurance (Company or Individual)		

The Department of Housing & Urban Development Section 3 requirements are applicable for the CG Public Health Lead Hazard Control Program. Section 3 requires that to the greatest extent feasible, opportunities for training and employment arising from the use of rehabilitation grant funds be provided to low-income persons residing in Cerro Gordo County. Section 3 requires to new hires only. If a contractor has no need for additional workers, then Section 3 requirements do not apply. However, should a contractor participating in the Program at any time need to hire new employee(s) in order to adequately complete projects awarded to him/her under the Program, then he/she must contact CG Public Health for instructions pertaining to Section 3.



**PUBLIC
HEALTH**

Lead Hazard Control Program

**Bid document must be completed in full, with signatures on Pages 2 & 3 to be considered eligible*

SPECIFICATIONS PROPOSAL & BID DOCUMENT

Property Address: 340 25th St SW, Mason City

Available Start Date for Contractor: _____

- **All work must be completed within 10 business days.** Any extensions will be at HUD's approval. Justification must be documented by the Contractor on the *Occupant Protection Plan* and submitted to the County for review.
- Projects beyond funding limits will be withdrawn if the owner cannot contribute the funds to cover all costs over those limits.
- The Program reserves the right to dictate the order of executing line items.
- The Program holds the right per the local procurement policy, to award to the most reasonable bidder, based on sound documented business reasons and the overall best interest in the program.

Equal Employment & Nondiscrimination

Bidder and all subcontractors shall comply with the relevant provisions of federal, state, and local laws and regulations to insure that no employee or applicant for employment is discriminated against because of race, religion, color, sex, age, national origin, or disability.

Debarment

Bidder shall not have been suspended or debarred from a federal project.

BIDS ARE DUE to the location below by: March 19, 2020 at 9:00 a.m.

Bids shall be opened on March 19, 2020 at 9:00 a.m.

**CG Public Health
Attn: Jenna Heiar
2570 4th St SW, Suite 1
Mason City, IA 50401**

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of: _____

County of: _____

_____, (*print name*) being first duly sworn, deposes and says that:

- (1) He/She is the _____ (*owner, partner, office, or representative*), of _____ (*company name*) the bidder that has submitted the attached bid;
- (2) He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such bid;
- (3) Such Bid is genuine and is not a collusive or sham Bid;
- (4) Neither the said Bidder nor any of its officers, partners, owner, agents, representatives, employees or parties in including this affiant, nor any employee or official of Cerro Gordo County Department of Public Health has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a sham bid in connection with the Contract for which the attached Bids have been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix overhead, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement, any advantage against Cerro Gordo County Department of Public Health or the owner of the property interested in the proposed contract;
- (5) The prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of Bidder or any of its agents, representatives, owners, employers or parties in interest including this affiant, or by any employee or official of the Cerro Gordo County Department of Public Health.

SIGNED

TITLE

**CERRO GORDO COUNTY
LEAD HAZARD CONTROL PROGRAM
BID AND PROPOSAL**

PROJECT SPECIFICATIONS FOR PROPERTY LOCATED AT:

**340 25th St SW,
Mason City**

The proposal of _____ (*print name, hereinafter called "Bidder"*),
organized and existing under the laws of the State of _____ doing business as
_____. (*Name of corporation, partnership, or individual as applicable*)

To Cerro Gordo County Department of Public Health (hereinafter called "Community").

In compliance with your Advertisement for Bids, BIDDER hereby proposes to perform all WORK for the project located at the above referenced property 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 proposal on or before a date to be specified in the Notice to Proceed.

BIDDER acknowledges receipt and complete understanding of the Instructions to Bidder:

Printed or typed name of BIDDER / CONTRACTOR

Signature of BIDDER / CONTRACTOR

Firm Name: _____

Address: _____

City, State, Zip: _____

Bid Submitted By: _____

Phone Number: _____

By submitting this bid, you agree to the following:

1. All work should be completed per the *Bidding Instructions*.
2. You are responsible for repairing any damage to components remaining in place (i.e. header and casings as part of window replacement).
3. Project specifications are to serve as guidelines and any omissions in the description of the workmanship does not relieve the contractor of delivering a completed project in a workmanlike manner, in accordance with generally accepted practices.
4. Any and all damage to property caused by the contractor or his subcontractor must be repaired or replaced by the contractor to its original condition.
5. Per Iowa Admin Code 641-70.2(135) "Paint Stabilization" means repairing any physical defect in the substrate of a painted surface that is causing paint deterioration, removing loose paint and other material from the surface to be treated, and applying a new protective coating or paint.

INTERIOR-LEAD HAZARD CONTROL

1. Front Entry Door Frame and Threshold (Side A) – Interim/Abatement – Paint stabilization. Wet scrape deteriorated paint and apply a high-quality paint on frame to match existing. Interior wood door will need altering to eliminate friction on frame. Enclose threshold with aluminum coil stock and back caulk to create dust-tight seal.	\$
2. Living Room, Window (A1)(D1)(D2)(C2) – Abatement – Remove existing window components and replace with vinyl double hung Energy Star rated windows. Modifications may be needed to casing around some windows. Exterior stops will need to be wrapped with aluminum coil stock.	\$
3. Master Bedroom, Window (A2)(B1) – Abatement – Remove existing window components and replace with vinyl double hung Energy Star rated windows. Modifications may be needed to casing around some windows. Exterior stops will need to be wrapped with aluminum coil stock.	\$
4. Basement, Bathroom, Window (B4) – Abatement – Remove existing window and replace with vinyl Energy Star rated slider window. Wrap jamb with aluminum coil stock to create a dust-tight seal.	\$
5. Basement, Bathroom, Pipe – Interim – Paint stabilization. Wet scrape deteriorated paint and apply a high-quality paint to match existing.	\$

6. Basement, Laundry, Window (B3)(D3)(D4) – Abatement/Interim – Remove existing window and replace with vinyl Energy Star rated slider window. Wrap jamb with aluminum coil stock to create dust-tight seal.	\$
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EXTERIOR-LEAD HAZARD CONTROL

(NOTE: If due to colder weather, some or all exterior work may be postponed until warmer conditions. Please make sure that your prices incorporate this, as NO change orders will be issued for additional travel expenses.)

7. Window Casings (all main floor windows) – Abatement – Enclose existing casing with aluminum coil stock and back caulk to create a dust-tight seal.	\$
8. Front Entry, Door Casing – Abatement – Enclose existing casing with aluminum coil stock and back caulk to create a dust-tight seal.	\$
9. Soffit & Fascia (All Sides) – Abatement – Enclose with aluminum coil stock and back caulk to create a dust-tight seal.	\$
10. Foundation (All Sides) – Interim – Paint stabilization. Wet scrape deteriorated paint and apply a high-quality exterior paint. Owner to choose color.	\$

CLEAN UP & CONTAINMENT

11. This section includes containment and clean-up and waste removal. It may or may not include wrapping of large pieces of furniture and/or appliances. Contractor must clean dwelling sufficiently to pass clearance testing. If containment is utilized, contractor is responsible for establishing containment. If dwelling does not pass clearance on the first attempt, the contractor is responsible for costs associated with subsequent attempts. This line item shall not exceed \$700.	\$
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TOTAL LEAD BID PRICE (ITEMS #1-11 including all licenses, permits, & taxes)	\$
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HEALTHY HOMES SPECIFICATIONS

12. Back Entry, Window (C1) – Remove existing window and replace with a vinyl double hung Energy Star window. Exterior stops will need to be wrapped with aluminum coil stock.	\$
13. Kitchen Window (B2) – Remove existing window and replace with a vinyl double hung Energy Star rated window. Exterior stops will need to wrapped with aluminum coil stock.	\$
14. Window (B5) – Remove storm window, seal opening with appropriately sized plywood and enclose with house wrap.	\$
15. Clean gutter on front of house and add gutter guard, add downspout to match existing and 5’ extension. Add 5’ extension to downspout on northwest corner of house.	\$
Healthy Homes Bid Price TOTAL (ITEMS #12-15 including taxes)	\$

TOTAL BID PRICE [Lead & Healthy Homes] (ALL ITEMS #1-15)	\$
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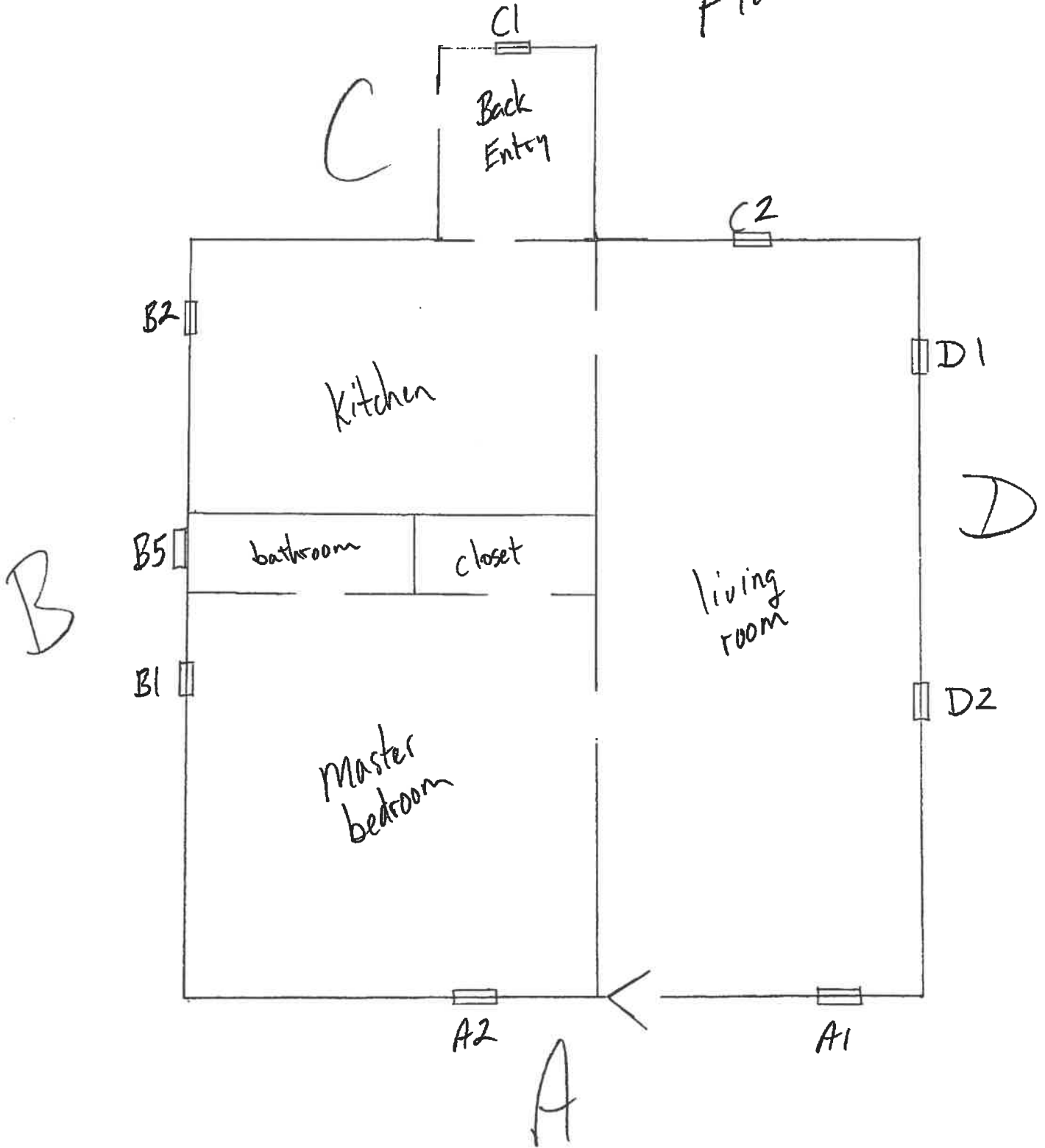
ALTERNATE BID ITEMS

Section to be completed by Lead Hazard Control Staff Only:

ACCEPTED LEAD SPECIFICATIONS	\$
ACCEPTED HEALTHY HOMES SPECIFICATIONS	\$
ACCEPTED LBP ALTERNATES	\$
ADJUSTED BASE BID TOTAL	\$

Appendix 1: 340 25th St SW

Main Floor



Basement

C

D

A

B

