



*Cerro Gordo County*  
*Department of Public Health*

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: **231 ½ 1<sup>st</sup> St NW, Mason City, IA 50401**  
**Open House:** **Tuesday, April 16<sup>th</sup>, 2019 at 10:30AM**  
**Bid Opening:** **Thursday, April 25<sup>th</sup>, 2019 at 10AM**

You are invited to bid on the lead hazard control remediation of a home located at **231 ½ 1st St NW, 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.

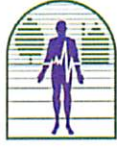
You are required to participate in a **Contractor's Open House/Pre-bid tour being held Tuesday, April 16<sup>th</sup>, 2019 starting at 10:30AM at 231 ½ 1st St NW, Mason City, IA 50401.** The Specifications Proposal & Bid Document (including instructions to Bidders) is included in this packet. During this time, you will have the opportunity to inspect the home, review the specifications, and ask any questions.

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, 22 N. Georgia Ave, Suite 300, Mason City, IA 50401. Bids are due by no later than 10AM on Thursday, April 25<sup>th</sup>, 2019.** All Bidders are welcome to attend the sealed bid opening, which will be held **at 10AM on April 25<sup>th</sup>, 2019** 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 Bids may not be modified, withdrawn, or cancelled during the 30-day period following the date and time designated for the receipt of bids.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](mailto:jheiar@cghealth.com).



## Cerro Gordo County Department of Public Health

### Bidder Requirements for the Cerro Gordo County Lead-Based Paint Hazard Control Program

**Project Address: 231 ½ 1<sup>st</sup> St NW, 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) Firm Certification Certificate		
IDPH Abatement Contractor Certification(s)		
IDPH Abatement Worker 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 (HUD) Section 3 requirements are applicable for the CGCDPH LBPHC 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 Cerro Gordo County Lead Hazard Control 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 CGCDPH for instructions pertaining to Section 3.

---

**Cerro Gordo County Department of Public Health  
LEAD-BASED PAINT HAZARD CONTROL PROGRAM**

---

IALHB0628-16

# **SPECIFICATIONS PROPOSAL & BID DOCUMENT**

**Property: 231 1/2 1<sup>st</sup> St NW – Mason City**

**Tenant's Relocating: Yes**

**Projected Start Date:**

- All work must be completed within 10 business days. Any extensions will be at HUD's approval and justification will be documented by the Contractor and submitted to the County.
- All Projects with costs beyond the Project's limits will be withdrawn if the owner cannot contribute the funds to cover all costs over those limits.
- Project must be completed within 30 days of contract signing unless there is an approved delay by the Program Manager.
- Project has the potential to have phase work relating to weather and/or product availability. The Program Manager will make that designation prior to the issuance of the Notice to Proceed.
- Program reserves the right to dictate the order of executing line items.

**\*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 at the following location on April 25<sup>th</sup>, 2019**

**Bids shall be opened at 10:00 a.m. on 4/25/2019**

**Cerro Gordo County Dept. of Public Health**

**Attn: Jenna Heiar**

**22 N Georgia Ave, Suite 300**

**Mason City, IA 50401**

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF)

) SS:

COUNTY OF)

\_\_\_\_\_, being first duly sworn, deposes and says

that:

(1) He/She is of (Owner, partner, office, representative, agent, other, explain)

\_\_\_\_\_, 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:**

**231½ 1<sup>st</sup> St NW**

The 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 Cerro Gordo County Dept. 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: \_\_\_\_\_

**NOTE(S):**

- 1) All finish work to 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 pursuant to 24 CFR Part 35.

**INTERIOR-LEAD HAZARD CONTROL**

1. Staircase, Window (D2) – Abatement – Remove existing window components and replace with vinyl replacement Energy Star rated windows. Enclose exterior window stops with aluminum coil stock.	\$
2. Master Bedroom, Window (C2) (D1) – Abatement – Remove existing window components and replace with vinyl replacement Energy Star rated windows. Enclose exterior window stops with aluminum coil stock.	\$
3. Child Bedroom 1, Window (A1) – Abatement/Interim – Remove existing window components and replace with vinyl replacement Energy Star rated windows. Strip sill & paint with high quality paint to match existing. Provide photo documentation of sills once paint is removed. Paint stabilization on interior stops and paint with a high quality paint to match existing. Enclose exterior window stops with aluminum coil stock.	\$
4. Child Bedroom 1, Baseboards (All sides) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
5. Child Bedroom 1, Door Frame – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing. Ensure door closes freely with no points of friction.	\$

6. Child Bedroom 1, Door Casings (All 3) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
7. Child Bedroom 1, Closet, Door (both sides), Door Casing (both sides) & Door Frame – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing. Ensure door closes with no points of friction.	\$
8. Child Bedroom 1, Closet, Baseboards (All) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
9. Hallway, Door Casing (to Child Bedroom 1) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
10. Hallway, Door Casing & Stop (to Kitchen) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
11. Hallway, Baseboards (All sides) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
12. Bathroom, Door Frame & Stop – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing. Ensure door closes freely with no points of friction.	\$
13. Bathroom, Base Block (Side A) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
14. Bathroom, Window (C1) – Abatement/Interim – Remove existing window components and replace with vinyl replacement Energy Star rated windows. Strip sill & paint with high quality paint to match existing. Provide photo documentation of sill once paint is removed. Paint stabilization on casing and paint with a high quality paint to match existing. Enclose exterior window stops with aluminum coil stock.	\$
15. Kitchen, Baseboards (All sides) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
16. Kitchen, Door Casing (to storage pantry) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
17. Kitchen, Window (B2) – Abatement – Remove existing window components and replace with vinyl replacement Energy Star rated windows. Strip sill & paint with high quality paint to match existing. Provide photo documentation of sill once paint is removed. Enclose exterior window stops with aluminum coil stock.	\$
18. Kitchen Pantry, Chair Rail (Side B) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
19. Kitchen Pantry, Door (both sides), Door Frame & Stop – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing. Ensure door closes with no points of friction.	\$
20. Office, Baseboards (All sides) – Interim – Paint stabilization. Wet scrape any deteriorated paint and apply a high quality paint to match existing.	\$
21. Office, Window (B1) – Abatement/Interim – Remove existing window components and replace with vinyl replacement Energy Star rated windows. Strip sill & paint with high quality paint to match existing. Provide photo documentation of sills once paint is removed. Paint stabilization on casing and paint with a high quality paint to match existing. Enclose exterior window stops with aluminum coil stock.	\$

**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.)

22. Soffit, Fascia & Freeze Board (All Sides, excluding porch) – Abatement/Interim – Enclose existing soffit with unvented soffit panels. Enclose fascia with aluminum coil stock. Repair/replace any deteriorated substrate. Paint stabilization on freeze board. Color choice to be made by owner.	\$
23. Window Casing (All) – Abatement – Enclose existing casing with aluminum coil stock. Back caulk to create a dust tight seal. Repair/replace any deteriorated substrate.	\$
24. Wall Siding (All Sides) – Interim – Paint stabilization. Wet scrape deteriorated areas and apply exterior high-quality paint. Choice of color by homeowner. Caulk cracks in tiles to create a water-tight seal. Add shingles where missing.	\$
25. Dripline (Sides A, B & D) – Interim – Install mulch within landscape timbers along driplines. Timbers shall be a minimum of 24” away from the house with weed barrier on the bottom and a minimum of 4” mulch.	\$
26. Exterior, Porch, Header (Sides A, B & D) – Abatement – Enclose header with aluminum coil stock. Back caulk to create a dust tight seal.	\$
27. Exterior, Porch, Door Casing – Abatement – Enclose casing with aluminum coil stock and back caulk to create a dust-tight seal.	\$
28. Exterior, Basement, Window Jambs and Frames (Side D only) –Interim – Paint Stabilization. Wet scrape deteriorated areas and apply exterior high-quality paint.	\$

**CLEAN UP & CONTAINMENT**

29. 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 \$1,000.00.	\$
--	----

**TOTAL LEAD BID PRICE (ALL ITEMS #1-29 including all licenses/permits/taxes) \$ \_\_\_\_\_**

**Section to be filled in by Lead Hazard Control Staff:**

<b>ACCEPTED LEAD SPECIFICATIONS</b>	\$
<b>ACCEPTED HEALTHY HOMES SPECIFICATIONS</b>	\$
<b>ACCEPTED LBP ALTERNATES</b>	\$
<b>ADJUSTED BASE BID TOTAL</b>	\$



Appendix 1: 23 1/2 1<sup>st</sup> St NW

