



Genesee County Land Bank Authority

452 S. Saginaw St. 2nd Floor, Flint, MI 48502

Home Investment Partnership Program (HOME)

Invitation for Bids: 616 W University Avenue – General Contractor

BID NUMBER: LB11-004

Due Date: Monday, March 7, 2011 at 3:00 pm EST

As part of a Home Investment Partnership grant awarded to the Genesee County Land Bank Authority (GCLBA) from the City of Flint Department of Community and Economic Development



INVITATION FOR BIDS: 616 W UNIVERSITY AVENUE – GENERAL CONTRACTORS

Overview

The Genesee County Land Bank Authority (GCLBA) is seeking sealed bids for the rehabilitation of 616 W University Avenue, Flint, Michigan 48503 as a two-unit duplex that will be rented to income eligible families under the Home Investment Partnership (HOME) Program. The GCLBA has received grant funding from the City of Flint, Department of Community and Economic Development for this purpose. The HOME funds are provided to the City of Flint from the U.S. Department of Housing and Urban Development (HUD).

Sealed Bid Due Date

General contractors and developers with qualifications and experience in renovation of single and multi-family residential and/or historic properties invited to submit sealed bids to the Genesee County Land Bank Authority, 452 S. Saginaw St., 2nd Floor, Flint, Michigan 48502 on or before **Monday, March 7, 2011 at 3:00 pm EST.** The outside of the envelope must be marked “LB 11-004, Sealed Bid for 616 W University Ave – General Contractor”

Bid Opening

The bid opening will be Monday, March 7, 2011 at 3:30 pm EST at the Genesee County Land Bank Authority, Conference Room, 452. S. Saginaw St., 2nd Floor, Flint, MI 48502 and is open to the public.

Mandatory Pre-bid Meeting and Walkthrough

A mandatory pre-bid meeting will take place at the Genesee County Land Bank Authority, Conference Room, 452. S. Saginaw St., 2nd Floor, Flint, MI 48502 at 9:00 am on Wednesday, February 23, 2011.

A mandatory walkthrough of the property to be rehabilitated will take place at 616 W University Ave, Flint, MI 48503 from 10:30 am – 12:30 pm on Wednesday, February 23, 2011.

Bidders must be present at both the pre-bid meeting and the walkthrough in order to bid on this proposal.



Proposal Requirements/ Bidding Instructions

Bids must be sealed, the outside of the envelope must be marked “LB 11-004, Sealed Bid for 616 W University Ave – General Contractor” and contain the following:

1. Copy of a Valid State of Michigan Builders License
2. Copies of E.P.A. Renovator and Firm Certificates
3. 2011 Certificate to do Business with Genesee County
4. City of Flint Section 3 Certification
5. Insurance Certificate including:
 - a. Worker’s Compensation
 - b. General Liability of \$2,000,000 for Bodily Injury and Property Damage
 - c. Genesee County Land Bank named as a Certificate Holder
6. Bid Bond and Performance Bond Required
7. Certification Form Note (attached)
8. Executed Disbarment Form (attached)
9. Typed or Inked Contractor Bid Form and Specifications (attached)

City of Flint Section 3 Certification

This is a Section 3 Certified rehabilitation project. The lowest qualified bidder of this proposal will be given 10 business days from the bid opening to provide the Genesee County Land Bank with a Section 3 Certification from the City of Flint. Requirements for this are included in the bid package.

Bid Acceptance

Bid proposals of more than 10% lower or 15% higher than the GCLBA cost estimate will be disqualified. The GCLBA anticipates immediately entering into a contract with the general contractor after all certification requirements have been provided and accepted. The City of Flint must also approve the awarding of the bid. The contractor must be ready to begin work immediately upon receipt of the notice to proceed by the GCLBA.

Coordination with other Contractors

The lead hazard removal and asbestos removal components of this redevelopment project are included in separate bid proposals that are also available on the GCLBA website at www.thelandbank.org under the tab current bids. The contractor will be required to coordinate work through the GCLBA staff with these other service providers for this project.

Minority Owned Firms and Women’s Business Enterprises

GCLBA is seeking to encourage participation by respondents who are small and minority-owned firms, women’s business enterprises and labor surplus area firms.



Lead Safe Work Practices

Lead safe work practices must be used for all rehabilitation activities and performed in accordance with applicable federal, state and local laws, ordinances, codes or regulations governing evaluation and hazard reduction. For lead abatement activities in excess of \$25,000, the contractor must have a certified Lead Supervisor on the site during abatement activities. In the event of discrepancies, the most protective requirements prevail.

Asbestos Abatement

Asbestos abatement must be completed before commencing the rehabilitation construction; this will be completed under another contract separate from this bid's scope of work.

Native American Remains

Another federally funded project in the area recently uncovered Native American remains over 1,500 years old. The State Historic Preservation Office has designated this area to be of high archeological sensitivity. No ground disturbing work is to be performed nor is it included in the scope of work for this project. However should any human remains be found on this site, please contact the Michigan State Police.

Timeline for Completion

This project must be completed by June 1, 2011 in compliance with the GCLBA contract completion date with the City of Flint. This includes all work items included in the bid and City of Flint Department of Community and Economic Development final approval at time of completion and a certificate of occupancy issued by the City of Flint Department of Building and Safety.

2011 Certificate to do Business with Genesee County

Each contractor must submit one copy of their 2011 CERTIFICATE TO DO BUSINESS WITH GENESEE COUNTY. The Land Bank follows Genesee County Office of Equity and Diversity policies and procedures for this process. For further information on this requirement, contact the Genesee County Office of Equity and Diversity, 1101 Beach Street, Room 343, Flint, Michigan 48502, phone (810) 257-3028; fax (810) 768-7943.

Federal Compliance Requirements

The contractor must comply with all of the following federal guidelines for this rehabilitation project:



1. OSHA 29 CFR 1926- Construction Industry Standards
2. 29 CFR 1926.62- Construction Industry Lead Standards
3. 29 CFR 1910.1200 – Hazard Communication
4. 40 CFR Part 261- EPA Regulations
5. HUD Title X parts 1012-1013
6. Federal Labor Standards and Provisions
7. Equal Opportunity Clause
8. Section 3 Clause
9. HUD Contract and Subcontract Activity

Questions and Addendums

Questions regarding this bid should be directed to Kyle Stottmeister at (810) 257-3088 ext. 533 or email to kstottmeister@thelandbank.org. Addendums to this bid proposal may be found at the GCLBA website at www.thelandbank.org under the tab current bids. Please check the website for updates to this bid package.



CERTIFICATION FORM NOTE

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this bid submittal to GCLBA is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this bid proposal in its entirety and accepts its terms and conditions.

(Name of Respondent)

(Signature of Authorized Representative)

(Typed Name of Authorized Representative)

(Title)

(Date)

PROCUREMENT/ SUSPENTION/DEBARMENT

I have not been barred or suspended from working on federal contracts.

Signed this _____ day of _____, _____

Contractor Name

Date Signed



CONTRACTOR BID FORM

Property Address: 616 W. University Ave, Flint, MI 48503

Owner Name: Genesee County Land Bank Authority

Contact Person/ Spec Writer: Kyle Stottmeister

Contact Phone Number: (810) 257-3088 ext. 533

Contact Email: kstottmeister@thelandbank.org

Bid Submission Deadline Date: Monday, March 7, 2011 before 3:00 pm

Contractor Name: _____

**Total Bid Offer as per
Attached Specifications \$** _____

Contractor Signature: _____ **Date:** _____

Contractor Address: _____

Contractor Phone: _____

Contractor Email: _____

**Workers Comp
Insurance Expires Date:** _____

**Liability
Insurance Expires Date:** _____

Note: Bid package includes one (1) set of specifications. One copy must be completed and returned with this bid form that must be line priced in clearly legible numbers (ink or typewritten)



SPECS BY LOCATION/TRADE

2/16/2011

Work Write-up/Re-Bid: _____
 Walk-Through Date: _____
 Bid Date: _____
 Initial: _____

Case Number: _____
 Construction Specialist: _____
 Phone: _____

Address: 616/618 W University Avenue

Unit: East Unit

Location: 1 - General Requirements

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 1 General Requirements					
36	BUILDING PERMIT REQUIRED The contractor is responsible for submitting this owner-prepared work write up to the building department, applying for, paying for and receiving a building permit prior to starting any work.	1.00	EA	_____	_____
37	ELECTRICAL PERMIT REQUIRED Prior to the start of work, the contractor shall create any documentation necessary to apply for, pay for and receive an electrical permit on behalf of the owner.	1.00	EA	_____	_____
38	PLUMBING PERMIT REQUIRED Prior to the start of work, the contractor shall: create a riser diagram, septic layout and all other documentation needed to apply for, pay for and receive a plumbing permit on behalf of the owner.	1.00	EA	_____	_____
39	HVAC PERMIT REQUIRED Prior to the start of the heating/cooling work, the contractor shall create a heating distribution layout and perform heat/cooling loss calculations and all other documentation needed to apply for, pay for and receive an HVAC permit on behalf of the owner.	1.00	EA	_____	_____
93	BID AND PERFORMANCE BOND IN COMPLIANCE WITH REQUIREMENTS Prior to commencing work, contractor shall provide owner with a bond written on the AIA form for 100% of the contract, callable in the event of either non- performance or non-payment.	1.00	M	_____	_____

Bidder: _____

Location Total: _____

Location: 2 - Interior

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 5 Demolition & Disposal					
746	DEMO CHIMNEY Remove surplus masonry chimney by hand. After securing site and removing all potentially damaged vehicles, chisel bricks at mortar line to disassemble the chimney. Remove complete to basement. Frame ceilings and floors for subfloor. Prepare for flooring	2.00	EA	_____	_____
Trade: 10 Carpentry					
2887	WINDOW--WOOD DBL HNG/DBL GLZ	16.00	EA	_____	_____

Location: 2 - Interior

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				
	Install a wood, double hung, double glazed, aluminum clad, one-over-one window and jamb complete with screen, hardware, weatherstripping, interior stool, apron, casing, and outside casing. Sill horn should extend past the window sill by 1". Prime before installing. Repair all walls disturbed by removal of old trim. Clean glass. In bathroom, use obscure glass. Windows should be flashed with self adhesive butyl flashing. (Grace or approved equivalent). Replace exterior trim. Match existing exactly. Lead Contractor will remove windows and trim prior to installing new. Windows should be Jeldwen or approved equivalent. Glass should be thermo pane and Low E. Gap around windows should be sealed with minimal expanding foam. Replicate the exterior trim. See lead report.				
3185	DOOR--PREHUNG ENTRANCE	3.00	EA	_____	_____
	Dispose of door and frame. Install a prehung fiberglass, insulated, 2-panel, 3/4 light, entrance door (Jeldwen or approved equivalent) and jamb including interior casing, weatherstripping, interlocking threshold, one entrance and one mortised deadbolt keyed alike (Schlage or approved equivalent, brass). Gelstain to finish door. Side and back door can be 6 panel, no light, fir doors, stain to match front door Exterior casing should be replaced with exact duplicate.				
3210	STORM DOOR--CUSTOM	3.00	EA	_____	_____
	A period wood storm door and screen will be installed on all exterior doors. Hardware will be brass with a closer and a storm chain.				
4025	TRIM ALLOWANCE--INTERIOR	1,548.00	SF	_____	_____
	Trim house with 3 1/4" colonial base and 2 1/4" colonial casing. Install molded 6 panel hollow core doors to all rooms with matching closet door - 9 total doors. All closets will have chrome plated, steel closet rod - 3 total, and wood shelf. Door hardware will be Schlage brass passage sets (or approved equivalent) w/ privacy sets on bedrooms and bathroom. Lead contractor will remove all trim (See lead report).				
Trade: 16	Conservation				
5095	INSULATION--CUSTOM	1,548.00	SF	_____	_____
	Exterior walls will be R-15 insulation (use batt or blown insulation - walls will be open prior to installing exterior sheeting). R-49 cellulose blown insulation in attic after installing baffles. Sound proof East bathroom and dividing wall between units.				
Trade: 17	Drywall & Plaster				
5270	DRYWALL	6,000.00	SF	_____	_____
	Hang, tape and 3 coat finish drywall. Screw 8"on center. Run				

Location: 2 - Interior

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 17	Drywall & Plaster				
	for paint.				
	Install fire barrier between East Bathroom and West unit to meet current fire codes for Duplex units.				
	Remove loose or damaged plaster. Remove minimal amounts of wall and ceiling materials as necessary to gain access for plumbing, heating, and electrical.				
	Drywall entire interior. 1/2" on walls and 5/8" on ceilings. Green board in bathroom				
	Drywall over laundry chutes in bedrooms				
	Make sure to meet firecode for duplex.				
Trade: 19	Paint & Wallpaper				
5566	PREP & PAINT HOUSE (INTERIOR)	1,548.00	SF		
	Remove/cover all hardware, fixtures not to be painted. Wet scrape loose, cracked, peeling, blistered surfaces. Feather edges & dull gloss surfaces with sandpaper. Clean all surfaces. Spot prime and top coat trim, ceiling, walls, doors & windows with owner's choice of premixed latex. Include any closets.				
Trade: 20	Floor Coverings				
5930	UNDERLAY & VINYL SHEET GOODS	474.00	SF		
	Install 1/4" underlayment , using 7d screw shank or cement coated nails, or narrow crown staples, 6" on center allowing a 1/4" gap at wall. Install 070" thick, backed vinyl sheet goods w/ minimum seams, per manufact. recommendations. Caulk edges of vinyl w/clear silicone caulk to create positive seal. Install metal edge strips in openings & shoe molding. \$15 material allowance for vinyl.				
	Armstrong Solarium sheet vinyl. Color and finish to be chosen by the Land Bank.				
	Lead Contractor will install underlayment				
	Apply to Kitchen, Dining Room,Bathroom, and Front entrance				
5970	CARPET AND PAD	120.00	SY		
	Install FHA approved, nylon, plush carpet over a 1/2" medium density rebond pad w/ a minimum of seams (one or fewer). Stretch carpet to eliminate puckers, scallops & ripples. Include tackless strips, metal edge strips, and mending tape to cover entire floor including closets. Carpet and pad material allowance \$25/sy.				
	Bedrooms, hall, Living room, and Foyer. Color and texture to be determined by the Land Bank.				
Trade: 22	Plumbing				
6630	SUPPLY--PEX	1.00	DY		
	Install flexible pex piping with a minimum number of couplings to fixtures. Install mechanical connectors and shut off valves at				

Location: 2 - Interior

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 22	Plumbing				
	all fixtures. Size pipe to 1990 CABO minimums per table 2406.5. Color code lines for hot and cold (red and blue). Replace all supply lines throughout house. Include shutoffs to all fixtures (Laundry tub, clothes washer, water heater, kitchen sink, dish washer, bath faucet, shower, toilet). Include 2 frost free hose bibbs with anti siphon valve (one in front and one in back)				
Trade: 23	Electric				
7810	SMOKE DETECTOR--HARD WIRED Install a UL approved, ceiling mounted smoke and heat detector permanently wired into a receptacle box. One in each bedroom, one in upstairs hall, one in living room, one in basement.	6.00	EA	_____	_____
8045	DOORBELL SYSTEM Install a wireless doorbell system containing a buzzer and two door buttons. Install door buttons on front and back door. Install chime in front foyer.	1.00	EA	_____	_____
8120	REWIRE HOUSE--ALLOWANCE Replace all wiring, devices, motor and fixtures reusing as much as possible and within the existing service capacity. Rewire the house to conform to the current edition of the National Electric Code. Replace existing electrical service with a residential 150 amp, single phase, 3 wire electric service (label breakers by room function or breaker function). Include a main disconnect, 22 circuit panel board, meter socket, weather head, service cable, and ground rod and cable. Seal exterior service penetration. See drawing for placement of outlets, switches and finish fixtures. Need separate circuit for laundry room, furnace, bathroom, and 3 circuits in kitchen. Include GFCI where required by code (kitchen, bath, basement). Include 2 exterior GFCI protected outlets - one on front porch and one on back porch. Include all installation of light fixtures here. Land Bank will purchase light fixtures.	1,548.00	AL	_____	_____
Bidder: _____				Location Total: _____	

Location: 3 - Kitchen

Approx. Wall SF: 542

Ceiling/Floor SF: 198

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				
2455	FRAMING Install support beam in ceiling to support second floor. Reframe ceiling with appropriate size lumber to support drywall.	1.00	RM	_____	_____
3715	CABINET--WOOD BASE	21.00	LF	_____	_____

Location: 3 - Kitchen

Approx. Wall SF: 542

Ceiling/Floor SF: 198

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10 Carpentry					
	Replace base cabinets. Install base cabinet with doors of solid oak or maple stiles and veneered plywood panels. Frame with solid oak or maple stiles, 1/2" veneered plywood sides and metal or plastic corner bracing. Drawers shall be made of wood or composition material. Owner's choice of two in-stock designs.				
	Aristokraft Grayson Saddle finish (or approved equivalent) per kitchen layout. Install dishwasher to right of sink. Bid for 7 base cabinets				
3725	CABINET--WOOD WALL	17.00	LF	_____	_____
	Replace wall cabinets. Field measure and screw to studs, level and plumb, kitchen wall cabinet. Door to have solid wood stiles and plywood panels. Frame to have solid wood stiles, 1/2" plywood sides, metal or plastic corner bracing.				
	Aristokraft Grayson Saddle finish (or approved equivalent) per kitchen layout. Bid for 8 upper cabinets				
3750	COUNTER TOP--PLASTIC LAMINATE	21.00	LF	_____	_____
	Dispose of counter top. Field measure and manufacture a plastic laminate counter top, glued to particle board designed for this purpose. Provide cutout for sink. Land Bank will choose color and texture.				
	2835				

Trade: 22 Plumbing

6835	SINK--DOUBLE BOWL COMPLETE--GCI	1.00	EA	_____	_____
	Install a 22 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a steel, metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, grease trap, supply lines, include escutcheon plates on all supply & drain lines. NOTE: All copper is to be soldered & all PVC fittings glued.				
	Faucet should be Kohler Coralis or approved equivalent.				

Trade: 23 Electric

7840	INSTALL RANGE HOOD--RECIRCULATING	1.00	EA	_____	_____
	Install a 30", recirculating, enameled metal range hood with light, charcoal filter, and washable grease filter. Use #14 romex and connect to junction box. Include any repairs to drywall.				

Bidder: _____

Location Total: _____

Location: 4 - Dining Room

Approx. Wall SF: 542

Ceiling/Floor SF: 198

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 5 Demolition & Disposal					
702	REMOVE CEILING TILES	1.00	EA	_____	_____
	Remove ceiling tiles. Repair framing where necessary to				

Address: 616/618 W University Avenue

Unit: East Unit

Location: 4 - Dining Room

Approx. Wall SF: 542

Ceiling/Floor SF: 198

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 5 Demolition & Disposal

prepare for new drywall. Match ceiling height with kitchen.

Trade: 10 Carpentry

2200	FRAMING Replace rotten studs, floor joist, and ceiling joists, prepare for drywall	1.00	RM	_____	_____
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Bidder: _____

Location Total: _____

Location: 6 - Staircase

Approx. Wall SF: 362

Ceiling/Floor SF: 40

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 10 Carpentry

2510	STAIRCASE REFURBISH-INTERIOR Replace treads and risers with oak. Replace ballusters with similar design. Strip and refinish handrail and stain to match treads and risers. Paint ballusters white. Raise handrail to 36". This means we will have to extend the Newel post by about 6". If this is not possible - Replace Newel post with "Box type" Newell, stained to match handrail. Angle head room to get more clearance. See lead report.	27.00	LF	_____	_____
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Bidder: _____

Location Total: _____

Location: 7 - Upstairs Hall

Approx. Wall SF: 510

Ceiling/Floor SF: 93

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 10 Carpentry

2240	CEILING & WALL REPAIR Repair ceiling in hall by sistering or replacing water damaged ceiling joists and furring down for drywall. Replace wall studs as necessary.	20.00	SF	_____	_____
3420	ATTIC ACCESS Cut and frame an attic access hatch of 3/8" plywood. Trim with casing to match room, prime topcoat, weatherstrip with closed cell foam and insulate with 1" closed cell polystyrene. 24" x 30" in hall ceiling	1.00	EA	_____	_____

Bidder: _____

Location Total: _____

Location: 8 - North Bedroom

Approx. Wall SF: 381

Ceiling/Floor SF: 154

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Address: 616/618 W University Avenue

Unit: East Unit

Location: 8 - North Bedroom

Approx. Wall SF: 381

Ceiling/Floor SF: 154

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10 Carpentry					
2200	REFRAME CLOSET DOOR Remove door and reframe for 30" prehung door.	1.00	RM	_____	_____
Bidder: _____				Location Total: _____	

Location: 9 - Middle Bedroom

Approx. Wall SF: 326

Ceiling/Floor SF: 117

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 5 Demolition & Disposal					
710	REFRAME CLOSET DOOR Remove door and reframe for 30" prehung door.	1.00	EA	_____	_____
Bidder: _____				Location Total: _____	

Location: 10 - Master Bedroom

Approx. Wall SF: 592

Ceiling/Floor SF: 219

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10 Carpentry					
2455	FRAME IN ARCHWAY Frame a wall using 2"x4" studs 16" on center with single top and bottom plates. Close off access to Middle bedroom and prepare for drywall.	1.00	EA	_____	_____
4160	CLOSET--FRAME NEW CLOSET IN BEDROOM Construct a 28" deep by 12' wide closet in bedroom along North wall. Hang, tape and 3 coat finish 1/2" gypsum to both sides of the 2"x 3" framing. Hang 2 - 5'x 6'8" 6 panel, masonite, bifold door including overhead track and hardware. Install a 1"x 12" plywood shelf, 1-3/8" hanger rod and 1"x 3 1/4" interior base. Prep and prime ready to paint. Doors, closet rod, and shelving are already included in trim package. Include dividing wall between 2 halves of closet.	1.00	EA	_____	_____
Bidder: _____				Location Total: _____	

Location: 11 - Bathroom

Approx. Wall SF: 342

Ceiling/Floor SF: 72

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10 Carpentry					
3820	TOWEL SET-- 3-PIECE CHROME Install a chrome plated steel bath set comprised of a soap dish, 24" towel bar and toilet paper holder.	1.00	EA	_____	_____
3832	BATH MIRROR Install beveled edge mirror sized at the width of vanity by 36" high. Use adhesive manufactured for this purpose and apply to	1.00	SF	_____	_____

Location: 11 - Bathroom

Approx. Wall SF: 342

Ceiling/Floor SF: 72

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 10 Carpentry

sound backing.

Trade: 22 Plumbing

6865	VANITY -- 36" COMPLETE	1.00	EA	_____	_____
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Install a 36" vanity complete with plywood cabinet, cultured marble top, dual control, brass bodied, single lever faucet, supply risers, and all required waste connectors to complete the installation.

Aristokraft Grayson (or approved equivalent), Saddle finish with Kohler Coralais faucet or approved equivalent

6958	BATHTUB/SHOWER--5' FIBERGLASS--Sterling	1.00	EA	_____	_____
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Install a 5', 4 piece, Kohler Sterling™, 60" x 30" x 72" Tub/Shower - Complete Unit (or approved equivalent) - fiberglass tub and shower unit complete with pop up drain and overflow, PVC waste, single lever shower diverter, shower rod (Chrome).

Shower valve will be Kohler Coralais or approved equivalent (must be anti -scald protected)

7010	COMMODE--REPLACE--1.6 GPF--GCI	1.00	EA	_____	_____
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Install a 2 piece, close coupled, white, vitreous china, commode with a maximum water usage per flush of 1.6 Gallons. Include plastic or pressed wood white seat, supply pipe, flap valve and wax seal.

Kohler Wellworth or approved equivalent

Trade: 23 Electric

7818	INSTALL BATH LIGHT, VENT	1.00	EA	_____	_____
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Install a single bulb light fixture with an exterior ducted vent fan with damper capable of 60 cfm, controlled by 2 manufacturer-supplied switches, using #14 copper Romex. Fish all wire and repair tear out.

Bidder: _____

Location Total: _____

Location: 12 - Basement

Approx. Wall SF: 736

Ceiling/Floor SF: 616

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 7 Masonry

1195	REPAIR FOUNDATION WALL	1.00	EA	_____	_____
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Check the exposed foundation wall for deterioration and stabilize those areas using approved masonry repair methods.

Trade: 8 Metal Work

1485	BEAM-- STEEL	15.00	LF	_____	_____
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Install an 8" steel I beam to support structure. Center beam under load and jack to within 1/4" of level. Include 2 new

Location: 12 - Basement

Approx. Wall SF: 736

Ceiling/Floor SF: 616

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 8	Metal Work				
	stanchion poles on 2 new 18" x 18" x 12" concrete pads. Support floor after removing chimney				
Trade: 10	Carpentry				
2245	JOIST--SISTER 2"X8" Jack joist level and sister 2"x8" joist using a triangulated nailing pattern and cement coated nails, 8" on center. Sister joists on North end of basement to support water damaged floor joists under Dining Room.	6.00	EA	_____	_____
2540	STAIRCASE--REPLACE BASEMENT Dispose of entire basement staircase and handrail. Construct a closed staircase using 2"x12" pine stringers and 5/4" pine stepping stock treads and 1x pine risers. Install round, wood handrail, (primed and painted), one side, 32" above tread nosing. Stringers to rest on a 2"x12" preservative treated pine sill. Reframe floor to get proper head room. Use 2 x 4 wall studs and 1/2" drywall to build walls on both sides of basement stairs. Frame to last stair tread.	1.00	EA	_____	_____
2915	WINDOW--WOOD CUSTOM Frame will be pressure treated SYP (include center stile with 2 separate panes of glass) and sash will be pine with glazed glass and primed & finished with 2 coats of Latex paint. There should be two hinges and one clasp in keeping with the historic look of the project. Do not change window sizes.	3.00	EA	_____	_____
Trade: 19	Paint & Wallpaper				
5755	PREP & PAINT CONCRETE FLOOR Sweep clean entire deck. Clean with TSP and rinse thoroughly. Roll out one coat of owner's choice of premixed latex paint per manufacturer's recommendations.	616.00	SF	_____	_____
Trade: 21	HVAC				
6041	FURNACE 90+ GAS - REPLACE FURNACE AND DUCTWORK Size furnace to the living unit considering any areas which may be added or subtracted from the plan (Should be 100,000 BTU, Contractor to verify size). Remove existing furnace and dispose of all other materials in a code legal dump. FURNACE: install a 90+ gas fired forced air furnace (Trane or approved equivalent) with minimum AFUE rating of 90% on 2" patio block complete with plenum, supply duct and galvanized return duct connected to wall registers, to service all rooms. New furnace to be vented with PVC piping per manufacturer's specifications. New furnace will have minimum limited warranties of: 20 years on heat exchangers; 5 years on parts. Include auto set back programmable, thermostat controls, vent pipe & new shut-off valve. Rework	1.00	EA	_____	_____

Location: 12 - Basement

Approx. Wall SF: 736

Ceiling/Floor SF: 616

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 21 HVAC

cold air return if necessary to ensure easy access, good fit & easy replacement of air filter. An exterior return air filter box shall be installed on one side, both sides, or bottom of new furnace. Seal all exposed duct joints as a part of this item with Duct Mastic.

Reuse as much of old ductwork as possible. Rework where necessary. Move all vents and returns to walls. Asbestor contractor will remove all contaminated ductwork.

6415	DRYER VENT Install 4" rigid aluminum vent tubing from the specified dryer location to a 4" wall mounted dryer vent hood with a back-flow preventer and NO screening. Do not fasten with nails, screws or other fasteners that protrude into the interior of the exhaust duct. Seal all seams in the system with duct mastic or aluminum foil tape, not duct tape. Secure duct and hood to framing.	1.00	EA	_____	_____
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Trade: 22 Plumbing

6715	DRAIN, WASTE, VENT--PVC Install schedule 40 PVC pipe and fittings, solvent welded after a dyed cleaning step. Install pipe with hangers 3' on center without critical damage to structural members. Replace all waste lines back to main crock.	1.00	AL	_____	_____
7071	HWH - HIGH EFFICIENCY 40 GAL GAS POWER VENTED--GCI Install a 40 gallon, glass lined, high efficient, power vented, insulated to R-7, gas water heater with a 10 year warranty. Include pressure & temperature relief valve, dielectric fittings, discharge tube (metal) to within 6" of floor, condensate pump, owners manual & all duct work to power vent to exterior. Provide separate electrical circuit & new gas piping from shut-off valve to fixture. Dispose of old water heater in code legal dump.	1.00	EA	_____	_____
7115	LAUNDRY TUB AND FAUCET -ASSEMBLY Install single bowl, 24" fiberglass laundry tray to fit under faucet. Include standard 2 handle chrome laundry faucet (Delta or approved equivalent). Include anti-siphon valve and water hammer devices. Hook up waste line. Include valves for washer hook ups.	1.00	EA	_____	_____

Bidder: _____

Location Total: _____

Location: 13 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 4 Site Work

475	LANDSCAPING ALLOWANCE Bring in screened Topsoil to cover entire back yard. Raise	1.00	AL	_____	_____
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Location: 13 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 4	Site Work				
	grade 4 inches and seed and straw.				
Trade: 6	Concrete & Paving				
980	SIDEWALK--CONCRETE	75.00	SF	_____	_____
	Level surface, prepare a 3" gravel base over a uniformly graded & compacted subgrade. Form and pour 3000 psi air entrained concrete, 4" thick by 10' wide driveway. Provide #10 welded wire mesh, expansion joints at 10' intervals, and a broom finish surface that directs water away from the building. Remove forms. Regrade and seed disturbed areas. Sidewalk from city sidewalk to front porch. 3' wide by 25'				
Trade: 10	Carpentry				
2590	SIDING--PRE PRIMED PINE	2,150.00	SF	_____	_____
	Prepare surface by removing nails, installing backers, Tyvek or equivalent vapor barrier and aluminum flashing at all openings. Nail 6" Pawlonia 4 1/2" exposure (fully primed), siding to the surface using galvanized siding nails (Maze Stormguard double dipped in molten zinc) driven at least 1" into studs. Stagger joints in adjacent pieces and center all butt joints over studs. Corner posts, window, and door trim will be fully primed cedar. Lead Contractor will remove old siding and trim.				
3560	PORCH--REBUILD	3.00	AL	_____	_____
	Remove deteriorated porch. Dig 3 - 8" hole 42" deep and fill with concrete for pier. Construct new porch using 2"x 10" joists with 3/4" tongue and groove flooring (#1 fir). The boards will be primed on all sides and installed using a concealed nail applied at an angle to secure the deck. Install cedar fascia boards and a soffit around the 12" overhang. Install a beaded board ceiling (individual t&g boards, not 4' x 8' plywood) on the porch (stain to match front door). Front steps shall be 5' wide, side steps shall be 5' wide, and back steps shall be 3' wide, and porch railing will be patterned on the existing porch (rebuild as close as possible to original. Rebuild roof complete See attached drawings. They will also meet current codes. Structural lumber shall be preservative treated. Area under porch will have 1x4 pressure treated border with 3/8 x 2 uprights set 4 inches on center. The porch columns will be stripped and re-used if possible. If not, replaced with wood, 8" units. The columns will have square capitals and bases. The handrail will be replicas of existing railings set at 30" to meet HDC guidelines. All three exterior porches are different style. Match each porch individually. Lead Contractor will remove/strip contaminated components				
3875	HOUSE NUMBER SET	1.00	EA	_____	_____
	Install 3" high metal or PVC house numbers on a 1"x 4" pine backer board painted with 2 coats of exterior white latex paint.				

Location: 13 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10 Carpentry					
3885	MAILBOX Dispose of mailbox and install a steel, black enamel finish, letter-size mail box with magazine rack and lock-eye for padlock.	1.00	EA	_____	_____
Trade: 15 Roofing					
4410	RAFTER--SISTER 2"X 8" Sister a 2"x 8" to damaged rafter using a triangulated nailing pattern and cement coated nails, 8" on center. Sister as needed in valley in North side where roof failed	8.00	EA	_____	_____
4490	SHEATHING 7/16" Install 7/16" CDX plywood sheathing nailed 8" on center on roof after removing shingles. Install sheathing over existing siding.	3,150.00	SF	_____	_____
4580	TEAR OFF AND REROOF SHINGLES Remove and dispose of all roofing & defective sheathing. Cut a 1" wide vent at ridge board. Replace up to 5 sf of sheathing per 100 sf of roof using pine board or CDX plywood of matching thickness. Staple 15 lb felt. Install preformed aluminum, drip edge, and vent pipe boots. Install a 220 lb fiberglass asphalt, dimensional shingle with a 30 yr warranty. Replace all flashing. Install shingle-over ridge vent. Include "Ice and water shield" where specified by code. Call Land Bank for "open roof" inspection prior to drying in. See asbestos report	10.00	SQ	_____	_____
4631	1/2 ROUND ALUMINUM GUTTER Replace gutters with 1/2 round, seamless aluminum gutters and hung 3' o.c. with strap hangers. Downspouts will be period round downspouts. Include 5' downspout extensions.	136.00	LF	_____	_____
4760	SOFFIT & FASCIA Replace existing soffit and fascia with matching materials. Replace decorative elements in gables and eaves. Use existing as pattern to ensure exact replica. See lead report. Lead contractor will remove old wood	120.00	LF	_____	_____
Trade: 19 Paint & Wallpaper					
5655	PREP & PAINT EXTERIOR WOOD Cover ground with drop cloth. Exterior will be caulked along all wood joints and all openings (window and door) The house will be primed and painted with 2 coats of exterior latex paint with a 3 color system (base, trim, and accent). Colors will be chosen from a pallette of historic colors at Sherwin Williams by the Land Bank.	2,150.00	SF	_____	_____
Trade: 21 HVAC					
6180	A/C CENTRAL UNIT Install central A/C system w/ min EER of13 including	1.00	EA	_____	_____

Address: 616/618 W University Avenue

Unit: East Unit

Location: 13 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 21	HVAC				

freon lines, plenums, ext pad & connections to create a product capable of 68 F interior when ext is 100 F at 95% humidity. Provide owner w/factory warranty, manual & 18 month contractors warranty.

Bid for 3 ton unit. Contractor to verify size prior to installation.

Bidder: _____

Location Total: _____

Unit Total for 616/618 W University Avenue, Unit East Unit: _____

Address: 616/618 W University Avenue

Unit: West Unit

Location: 1 - General Requirements

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 1	General Requirements				

93	BID AND PERFORMANCE BOND IN COMPLIANCE WITH REQUIREMENTS	1.00	M	_____	_____
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Prior to commencing work, contractor shall provide owner with a bond written on the AIA form for 100% of the contract, callable in the event of either non- performance or non-payment.

Bidder: _____

Location Total: _____

Location: 2 - Interior

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 5	Demolition & Disposal				

746	DEMO CHIMNEY	2.00	EA	_____	_____
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Remove surplus masronry chimney by hand. After securing site and removing all potentially damaged vehicles, chisel bricks at mortar line to disassemble the chimney. Remove complete to basement.

Frame ceilings and floors for subfloor. Prepare for flooring

Trade: 10 **Carpentry**

2887	WINDOW--WOOD DBL HNG/DBL GLZ	16.00	EA	_____	_____
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Install a wood, double hung, double glazed, aluminum clad, one-over-one window and jamb complete with screen, hardware, weatherstripping, interior stool, apron, casing, and outside casing. Sill horn should extend past the windwo sill by 1". Prime before installing. Repair all walls disturbed by removal of old trim. Paint latex inside. Clean glass. In bathroom, use obscure glass. Windows should be flashed with self adhesive butyl flashing. (Grace or approved equivalent). Replace exterior trim as necessary. Match existing exactly.

Location: 2 - Interior

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10 Carpentry					
	Lead contractor will remove windows. Windows should be Jeldwen or approved equivalent. Glass should be thermo pane and Low E. Gap around windows should be sealed with minimal expanding foam. Exterior trim should be replicated. See lead report.				
3185	DOOR--PREHUNG ENTRANCE Dispose of door and frame. Install a prehung fiberglass, insulated, 2-panel, 3/4 light, entrance door (Jeldwen or approved equivalent) and jamb including interior casing, weatherstripping, interlocking threshold, one entrance and one mortised deadbolt keyed alike (Schlage or approved equivalent, brass). Gelstain to finish door. Side and back door can be 6 panel, no light, fir doors (stain to match front door). Exterior casing should be replaced with exact duplicate.	3.00	EA	_____	_____
3210	STORM DOOR--CUSTOM A period wood storm door and screen will be installed on all exterior doors. Hardware will be brass with a closer and a storm chain.	3.00	EA	_____	_____
4025	TRIM ALLOWANCE--INTERIOR Trim house with 3 1/4" colonial base and 2 1/4" colonial casing. Install molded 6 panel hollow core doors to all rooms with matching closet doors (bid for 8). All closets will have chrome plated, steel closet rod (3 total)and wood shelf (3 total). Door hardware will be Schlage brass passage sets w/ privacy sets on bedrooms and bathroom. Lead contractor will remove trim. See lead report.	1,560.00	SF	_____	_____
Trade: 16 Conservation					
5095	INSULATION--CUSTOM Walls will be R-15 and can be blown or batt (wall cavities will be exposed when exterior sheeting is replaced). R-49 cellulose blown insulation in attic after installing baffles. Sound proof East bathroom and dividing wall between units	1,560.00	SF	_____	_____
Trade: 17 Drywall & Plaster					
5270	DRYWALL Hang, tape and 3 coat finish 1/2" drywall. Screw 8"on center. Run boards with long dimension horizontal. Finish and sand ready for paint.	6,240.00	SF	_____	_____

Location: 2 - Interior

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 17	Drywall & Plaster				
	Remove loose or damaged plaster. Remove minimal amounts of wall and ceiling materials as necessary to gain access for plumbing, heating, and electrical. Drywall entire interior. 1/2" on walls and 5/8" on ceilings. Green board in bathroom Drywall over laundry chutes in bedrooms. Make sure to meet firecode for duplex.				
Trade: 19	Paint & Wallpaper				
5566	PREP & PAINT HOUSE (INTERIOR) Remove/cover all hardware, fixtures not to be painted. Wet scrape loose, cracked, peeling, blistered surfaces. Feather edges & dull gloss surfaces with sandpaper. Clean all surfaces. Spot prime and top coat trim, ceiling, walls, doors & windows with owner's choice of premixed latex. Include any closets.	1,560.00	SF	_____	_____
Trade: 20	Floor Coverings				
5930	UNDERLAY & VINYL SHEET GOODS Install 1/4" underlayment, using 7d screw shank or cement coated nails, or narrow crown staples, 6" on center allowing a 1/4" gap at wall. Install 070" thick, backed vinyl sheet goods w/ minimum seams, per manufact. recommendations. Caulk edges of vinyl w/clear silicone caulk to create positive seal. Install metal edge strips in openings & shoe molding. \$15 material allowance for vinyl. Armstrong Solarium sheet vinyl. Color and finish to be chosen by the Land Bank. Apply to Kitchen, Dining Room, and Bathroom Lead abatement company has installed underlayment	390.00	SF	_____	_____
5960	REMOVE FLOOR TILES ON SECOND FLOOR Remove floor tiles on second floor to subfloor, remove all staples/nails, inspect subfloor for water/mold damage. Remove all transitions. 3 bedrooms and hall.	500.00	SF	_____	_____
5970	CARPET AND PAD Install FHA approved, nylon, plush carpet over a 1/2" medium density rebound pad w/ a minimum of seams (one or fewer). Stretch carpet to eliminate puckers, scallops & ripples. Include tackless strips, metal edge strips, and mending tape to cover entire floor including closets. Carpet and pad material allowance \$25/sy. Bedrooms, hall, Living room, and Foyer. Color and texture to be determined by the Land Bank.	116.00	SY	_____	_____
Trade: 22	Plumbing				
6630	SUPPLY--PEX	1.00	DY	_____	_____

Location: 2 - Interior

Approx. Wall SF: 1,900

Ceiling/Floor SF: 2,100

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 22 Plumbing

Install flexible pex piping with a minimum number of couplings to fixtures. Install mechanical connectors and shut off valves at all fixtures. Size pipe to 1990 CABO minimums per table 2406.5. Color code lines (red and blue)

Replace all supply lines throughout house. Include shutoffs to all fixtures (laundry tub, water heater, kitchen sink, dishwasher, toilet, bathroom faucet, shower, toilet). Include 2 frost free hose bibbs (one in front and one in back, include anti-siphon valve)

Trade: 23 Electric

7810	SMOKE DETECTOR--HARD WIRED	6.00	EA	_____	_____
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Install a UL approved, ceiling mounted smoke and heat detector permanently wired into a receptacle box.

Install one in each bedroom, one in upstairs hall, one in living room, one in basement

8045	DOORBELL SYSTEM	1.00	EA	_____	_____
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Install a wireless doorbell system containing a buzzer and two door buttons.

Install button on front door and East back porch door. Install chime in living room.

8120	REWIRE HOUSE--ALLOWANCE	1,560.00	AL	_____	_____
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Replace all wiring, devices, motor and fixtures reusing as much as possible and within the existing service capacity. Rewire the house to conform to the current edition of the National Electric Code.

Replace existing electrical service with a residential 150 amp, single phase, 3 wire electric service. Include a main disconnect, 22 circuit panel board (Breaker shall be labelled by room function or breaker function), meter socket, weather head, service cable, and ground rod and cable. Seal exterior service penetration.

See drawing for placement of outlets, switches and finish fixtures. Need separate circuit for laundry room, furnace, bathroom, and 3 circuits in kitchen. Include all GFCI's in kitchen, bath, basement as required by code.

Include three GFCI protected outlets (one on each porch) Include all installation of light fixtures here. Land Bank will purchase light fixtures

Bidder: _____

Location Total: _____

Location: 3 - Kitchen

Approx. Wall SF: 508

Ceiling/Floor SF: 175

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 10 Carpentry

2455	FRAMING	1.00	RM	_____	_____
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Frame a wall using 2"x4" studs 16" on center with single top and bottom plates. Frame in opening to East unit.

Location: 3 - Kitchen

Approx. Wall SF: 508

Ceiling/Floor SF: 175

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				

Reframe ceiling with appropriate size lumber to support drywall.

3715	CABINET--WOOD BASE Replace base cabinets. Install base cabinet with doors of solid oak or maple stiles and veneered plywood panels. Frame with solid oak or maple stiles, 1/2" veneered plywood sides and metal or plastic corner bracing. Drawers shall be made of wood or composition material. . Aristokraft Grayson Saddle finish (or approved equivalent) per kitchen layout. Install dishwasher to right of sink. See kitchen layout. Bid for 6 base cabinets. Leave room for dishwasher to right of sink.	21.00	LF	_____	_____
3725	CABINET--WOOD WALL Replace wall cabinets. Field measure and screw to studs, level and plumb, kitchen wall cabinet. Door to have solid wood stiles and plywood panels. Frame to have solid wood stiles, 1/2" plywood sides, metal or plastic corner bracing. Aristokraft Grayson Saddle finish (or approved equivalent) per kitchen layout. Bid for 8 upper cabinets.	15.00	LF	_____	_____
3750	COUNTER TOP--PLASTIC LAMINATE Dispose of counter top. Field measure and manufacture a plastic laminate counter top, glued to particle board designed for this purpose. Provide cutout for sink. Land Bank will pick color and texture.	24.00	LF	_____	_____

Trade: 22 Plumbing

6835	SINK--DOUBLE BOWL COMPLETE--GCI Install a 22 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a steel, metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, grease trap, supply lines, & escutcheon plates on all supply & drain lines. NOTE: All copper is to be soldered & all PVC fittings glued. Faucet should be Kohler Coralais or approved equivalent	1.00	EA	_____	_____
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Trade: 23 Electric

7840	INSTALL RANGE HOOD--RECIRCULATING Install a 30", recirculating, enameled metal range hood with light, charcoal filter, and washable grease filter. Use #14 romex and connect to junction box. Include any repairs to drywall.	1.00	EA	_____	_____
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Bidder: _____

Location Total: _____

Location: 4 - Dining Room

Approx. Wall SF: 437

Ceiling/Floor SF: 128

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Location: 4 - Dining Room

Approx. Wall SF: 437

Ceiling/Floor SF: 128

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				
2200	FRAMING AND SUBFLOOR Reframe archway to kitchen - open up to 48". Replace subfloor in entire dining room 128 square ft. Remove soffit on South wall. Replace rotten studs, floor joist, and ceiling joists, prepare for drywall	1.00	RM	_____	_____
Bidder:	_____	Location Total:		_____	_____

Location: 5 - Living Room

Approx. Wall SF: 579

Ceiling/Floor SF: 232

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				
2455	CLOSE OPENING TO EAST UNIT Frame a wall using 2"x4" studs 16" on center with single top and bottom plates. Frame in opening to East unit. Prepare for drywall.	1.00	EA	_____	_____
Bidder:	_____	Location Total:		_____	_____

Location: 6 - Foyer

Approx. Wall SF: 551

Ceiling/Floor SF: 209

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				
3260	REMOVE FRENCH DOORS Remove french doors and convert to open archway from foyer to living room.	1.00	EA	_____	_____
Bidder:	_____	Location Total:		_____	_____

Location: 7 - Staircase

Approx. Wall SF: 362

Ceiling/Floor SF: 40

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				
2505	RAILING--WOOD REPAIR Tighten loose balusters and replace broken and missing ones. Tighten top and bottom rails and posts. Match existing parts with replacements as closely as possible.	15.00	LF	_____	_____
2535	STAIRCASE--REFINISH Sand and restain existing treads and risers. Include landing at the bottom of the stairs. Replace wood where necessary with solid Oak boards. Refinish Newel post, ballusters, and hand rail to match steps.	1.00	EA	_____	_____

Address: 616/618 W University Avenue

Unit: West Unit

Location: 7 - Staircase

Approx. Wall SF: 362

Ceiling/Floor SF: 40

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				

Reframe closet floor to get more headroom clearance.
 Lead contractor will strip treads, risers, stringers, and base trim.
 See lead report.

Bidder: _____

Location Total: _____

Location: 8 - Upstairs Hall

Approx. Wall SF: 255

Ceiling/Floor SF: 42

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				

2240 **CEILING REPAIR** 20.00 SF _____
 Repair ceiling in hall by sistering or replacing water damaged ceiling joists and furring down for drywall

3420 **ATTIC ACCESS** 1.00 EA _____
 Cut and frame an attic access hatch of 3/8" plywood. Trim with casing to match room, prime topcoat, weatherstrip with closed cell foam and insulate with 1" closed cell polystyrene.
 24" x 30" in hall ceiling

Bidder: _____

Location Total: _____

Location: 9 - North Bedroom

Approx. Wall SF: 345

Ceiling/Floor SF: 128

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				

2200 **REFRAME WALLS, FLOOR, AND CEILING IN N.E. CORNER** 1.00 RM _____
 Remove rotted wood in walls and ceiling in N. E. corner of room. Replace studs as necessary. Replace ceiling joists with properly sized joists. Check floor joist and replace as necessary. Replace subfloor where needed

Bidder: _____

Location Total: _____

Location: 11 - Master Bedroom

Approx. Wall SF: 596

Ceiling/Floor SF: 222

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				

2455 **FRAME IN ARCHWAY TO EAST UNIT** 6.00 LF _____
 Frame a wall using 2"x4" studs 16" on center with single top and bottom plates.
 Close off access to East unit and prepare for drywall.

Bidder: _____

Location Total: _____

Location: 12 - Bathroom

Approx. Wall SF: 402

Ceiling/Floor SF: 95

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				
3820	TOWEL SET-- 3-PIECE CHROME Install a chrome plated steel bath set comprised of a soap dish, 24" towel bar and toilet paper holder.	1.00	EA	_____	_____
3832	BATH MIRROR Install beveled edge mirror sized at the width of vanity by 36" high.	1.00	SF	_____	_____
4150	FRAME WALLS IN BATHROOM Frame 2" x 6" partition wall between bathrooms on East and West units. Provide fire blocking and insulation for soundproofing. Frame a 2"x 4", 30" wide partition at tub end for full ceiling height. Provide blocking for a showerhead fitting and a 2'x 2' access panel. Make stops for access panel and use 4 round-headed screws to install panel of 1/2" BCX plywood with smooth, sanded edges.	1.00	RM	_____	_____
Trade: 22	Plumbing				
6895	VANITY -- 48" COMPLETE Install a 48" vanity complete with plywood cabinet, cultured marble top, dual control, brass bodied, single lever faucet, supply risers, and all required waste connectors to complete the installation. Aristokraft Grayson (or approved equivalent), Saddle finish with Kohler Coralis faucet or approved equivalent	1.00	EA	_____	_____
6958	BATHTUB/SHOWER--5' FIBERGLASS--Sterling Install a 5', 4 piece, Kohler Sterling™, 60" x 30" x 72" Product #: 61030126 Tub/Shower (or approved equivalent)- Complete Unit - http://www.sterlingplumbing.com/home.str1 - fiberglass tub and shower unit complete with pop up drain and overflow, PVC waste, single lever shower diverter, shower rod (Chrome) and Kohler Coralis shower valve or approved equivalent. Make sure it is anti-scald protected.	1.00	EA	_____	_____
7010	COMMODE--REPLACE--1.6 GPF--GCI Install a 2 piece, close coupled, white, vitreous china, commode with a maximum water usage per flush of 1.6 Gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal. Kohler Wellworth or approved equal	1.00	EA	_____	_____
Trade: 23	Electric				
7818	INSTALL BATH LIGHT, VENT Install a single bulb light fixture with an exterior ducted vent fan with damper capable of 60 cfm, controlled by 2 manufacturer-supplied switches, using #14 copper Romex. Fish all wire and repair tear out.	1.00	EA	_____	_____

Bidder: _____

Location Total: _____

Location: 13 - Basement

Approx. Wall SF: 632

Ceiling/Floor SF: 351

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 7 Masonry					
1170	BLOCK WALL REPAIR Remove damaged block and patch wall by toothing replacement block of same dimensions into wall. Block holes between East and West sides of basement for privacy.	2.00	EA	_____	_____
1195	REPAIR FOUNDATION WALL Check the exposed foundation wall for deterioration and stabilize those areas using approved masonry repair methods. N. E. corner of basement wall.	1.00	EA	_____	_____
Trade: 8 Metal Work					
1485	BEAM-- STEEL Install an 8" steel I beam to support structure. Center beam under load and jack to within 1/4" of level. Include 2 new stanchion poles on 2 new 18" x 18" x 12" concrete pads. Support floor after removing chimney	15.00	LF	_____	_____
Trade: 10 Carpentry					
2245	JOIST--SISTER 2"X8" Jack joist level and sister 2"x8" joist using a triangulated nailing pattern and cement coated nails, 8" on center. Sister joists on North end of basement to support water damaged floor joists under Dining Room.	6.00	EA	_____	_____
2540	STAIRCASE--REPLACE BASEMENT Dispose of entire basement staircase and handrail. Construct a closed staircase using 2"x12" pine stringers and 5/4" pine stepping stock treads and 1x pine risers. Install round wood handrail primed and painted, one side, 32" above tread nosing. Stringers to rest on a 2"x12" preservative treated pine sill. Frame 2 x 4 stud wall with 1/2" drywall on one side. Replace landing as well.	1.00	EA	_____	_____
2915	WINDOW--WOOD CUSTOM Frame will be pressure treated SYP with center stile and 2 separate glass panes, and sash will be pine with glazed glass and primed & finished with 2 coats of Latex paint. There should be two hinges and one clasp in keeping with the historic look of the project.	2.00	EA	_____	_____
Trade: 19 Paint & Wallpaper					
5755	PREP & PAINT CONCRETE FLOOR Sweep clean entire deck. Clean with TSP and rinse thoroughly. Roll out one coat of owner's choice of premixed latex paint per manufacturer's recommendations.	350.00	SF	_____	_____
Trade: 21 HVAC					

Location: 13 - Basement

Approx. Wall SF: 632

Ceiling/Floor SF: 351

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 21	HVAC				
6041	FURNACE 90+ GAS - REPLACE FURNACE AND DUCT WORK Size furnace to the living unit considering any areas which may be added or subtracted from the plan. Furnace should be 100,000 BTU and should be Trane or approved equivalent. Remove existing furnace and dispose of all other materials in a code legal dump. FURNACE: install a 90+ gas fired forced air furnace with minimum AFUE rating of 90% on 2" patio block complete with plenum, supply duct and galvanized return duct connected to wall registers, to service all rooms. New furnace to be vented with PVC piping per manufacturer's specifications. New furnace will have minimum limited warranties of: 20 years on heat exchangers; 5 years on parts. Include auto set back programmable thermostat controls, vent pipe & new shut-off valve. Rework cold air return if necessary to ensure easy access, good fit & easy replacement of air filter. An exterior return air filter box shall be installed on one side, both sides, or bottom of new furnace. Seal all exposed duct joints as a part of this item with Duct Mastic. Remove all existing cloth duct tape prior to installing mastic.	1.00	EA	_____	_____
6415	DRYER VENT Install 4" rigid aluminum vent tubing from the specified dryer location to a 4" wall mounted dryer vent hood with a back-flow preventer and NO screening. Do not fasten with nails, screws or other fasteners that protrude into the interior of the exhaust duct. Seal all seams in the system with duct mastic or aluminum foil tape, not duct tape. Secure duct and hood to framing.	1.00	EA	_____	_____
Trade: 22	Plumbing				
6715	DRAIN, WASTE, VENT--PVC Install schedule 40 PVC pipe and fittings, solvent welded after a dyed cleaning step. Install pipe with hangers 3' on center without critical damage to structural members. Replace all waste lines back to main crock.	1.00	AL	_____	_____
7071	HWH - HIGH EFFICIENCY 40 GAL GAS POWER VENTED--GCI Install a 40 gallon, glass lined, high efficient, power vented, insulated to R-7, gas water heater with a 10 year warranty. Include pressure & temperature relief valve, metal discharge tube to within 6" of floor, condensate pump, dielectric fittings, owners manual & all duct work to power vent to exterior. Provide separate electrical circuit & new gas piping from shut-off valve to fixture. Dispose of old water heater in code legal dump.	1.00	EA	_____	_____
7115	LAUNDRY TUB AND FAUCET - INSTALL Install single bowl, 24" fiberglass laundry tray to fit under faucet. Include standard 2 handle chrome laundry faucet (Delta or approved equivalent). Hook up waste line. Include anti-siphon valve and water hammer devices. Include valves for washer hook ups.	1.00	EA	_____	_____

Location: 13 - Basement

Approx. Wall SF: 632

Ceiling/Floor SF: 351

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 22	Plumbing				

Bidder: _____

Location Total: _____

Location: 14 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 4	Site Work				

475	LANDSCAPING ALLOWANCE Bring in screened topsoil to raise grade in the front yard so porch is less than 30" from grade. Raise sidewalk if necessary.	1.00	AL	_____	_____
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Trade: 5 Demolition & Disposal

750	DEMO GARAGE Disconnect and cap off all electrical service. Demolish outbuilding to slab and dispose of debris in code legal dump. Rake yard clean including nails and glass. The contractor shall protect and secure from damage all other structures, sidewalks, paved areas, shrubbery, and lawn areas. Leave concrete slab as base for asphalt parking area.	360.00	SF	_____	_____
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760	DEMOLISH AND REMOVE FENCE ON WEST SIDE Demolish and remove wood fence on West side of property and dispose of debris from property to code legal dump.	1.00	EA	_____	_____
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Trade: 6 Concrete & Paving

945	SIDEWALK - REPLACE Replace last two sections of sidewalk to front porch after raising the grade around the porch. Include backfill, seed, and straw as necessary.	32.00	SF	_____	_____
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960	DRIVEWAY--ASPHALT Level surface by compacting a 4" gravel base over a uniformly graded & compacted subgrade. Form, spread and roll 2" of bituminous base coat, and 3" top coat to create a driveway 10' wide. Pitch water from building with a 1/8" per foot slope. Extend driveway and resurface slab of old garage to make a parking area in back.	600.00	SF	_____	_____
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Shore up sidewalk to side entrance of West unit

Trade: 10 Carpentry

2590	SIDING--PRE PRIMED PINE Prepare surface by removing nails, installing backers, Tyvek or equivalent vapor barrier and aluminum flashing at all openings. Nail 6" Pawlonia 4 1/2" exposure (fully primed), siding to the surface using galvanized siding nails (Maze Stormguard double dipped in molten zinc) driven at least 1" into studs. Stagger joints in adjacent pieces and center all butt joints over studs.	1,850.00	SF	_____	_____
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Location: 14 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 10	Carpentry				
	Corner posts, window, and door trim will be fully primed cedar. Lead Contractor will remove siding and trim				
3560	PORCH--REBUILD Remove deteriorated porch. Dig 3- 8" hole 42" deep and fill with concrete for pier. Construct new porch using 2"x 10" joists with 3/4" tongue and groove flooring (#1 fir). The boards will be primed on all sides and installed using a concealed nail applied at an angle to secure the deck. Install cedar fascia boards and a soffit around the 12" overhang. Install a beaded board ceiling (individual t& g boards, not 4' x 8' sheet) on the porch (Stain to match front door). Front steps shall be 5' wide, back steps shall be 3' wide, and porch railing will be patterned on the original handrail. Rebuild roof complete See attached drawings. They will also meet current codes. Structural lumber shall be preservative treated. Area under porch will have 1x4 pressure treated border with 3/8 x 2 uprights set 4 inches on center. The porch columns will be stripped and re-used if possible. May be replaced with wood columns if necessary. The columns will have square capitals and bases. The handrail will be a replica of the original railings. Both porches are different. Match each porch individually. Lead Contractor will remove and/or strip lead components	2.00	AL		
3875	HOUSE NUMBER SET Install 3" high metal or PVC house numbers on a 1"x 4" pine backer board painted with 2 coats of exterior white latex paint.	1.00	EA		
3885	MAILBOX Dispose of mailbox and install a steel, black enamel finish, letter-size mail box with magazine rack and lock-eye for padlock.	1.00	EA		
Trade: 15	Roofing				
4410	RAFTER--SISTER 2"X 8" Sister a 2"x 8" to damaged rafter using a triangulated nailing pattern and cement coated nails, 8" on center. Sister as needed in valley in North side where roof failed	8.00	EA		
4490	SHEATHING 7/16" Install 7/16" CDX plywood sheathing nailed 8" on center on roof after removing shingles. Install wall sheathing over top of siding.	3,000.00	SF		
4580	TEAR OFF AND REROOF SHINGLES Remove and dispose of all roofing & defective sheathing. Cut a 1" wide vent at ridge board. Replace up to 5 sf of sheathing per 100 sf of roof using pine board or CDX plywood of matching thickness. Staple 15 lb felt. Install preformed aluminum, drip edge, and vent pipe boots. Install a 220 lb fiberglass asphalt, dimensional shingle with a 30 yr warranty. Replace all flashing. Install shingle-over ridge vent. Include "Ice and water shield" where specified by code. Call NSP for "open roof" inspection prior to drying in.	10.00	SQ		

Location: 14 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
Trade: 15 Roofing					
See Asbestos report					
4631	1/2 ROUND ALUMINUM GUTTER Replace gutters with 1/2 round, seamless aluminum gutters and hung 3' o.c. with strap hangers. Downspouts will be period round downspouts. Include 5' downspout extensions. Lead Contractor will remove old gutters	175.00	LF		
4760	SOFFIT & FASCIA Replace existing soffit and fascia with matching materials. Replace decorative elements in gables and eaves. Use existing as pattern to ensure exact replica. Lead Contractor will remove contaminated components. See lead report	130.00	LF		

Trade: 19 Paint & Wallpaper

5655	PREP & PAINT EXTERIOR WOOD Cover ground with drop cloth. Exterior will be caulked along all wood joints and all openings (window and door) The house will be primed and painted with 2 coats of exterior latex paint with a 3 color system (base, trim, and accent). Colors will be chosen from a pallette of historic colors at Sherwin Williams by the Land Bank.	1,850.00	SF		
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Trade: 21 HVAC

6180	A/C CENTRAL UNIT Install central A/C system w/ min EER of13 including condensing unit, A type coil, control & power wiring, insulated freon lines, plenums, ext pad & connections to create a product capable of 68 F interior when ext is 100 F at 95% humidity. Provide owner w/factory warranty, manual & 18 month contractors warranty. Bid for 3 ton unit - contractor to verify size prior to installation.	1.00	EA		
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Trade: 23 Electric

8190	LAMP POST - REPAIR Repair lamp in front yard. Match existing parts as close as possible	1.00	EA		
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Bidder: _____

Location Total: _____

Unit Total for 616/618 W University Avenue, Unit West Unit: _____

Address Grand Total for 616/618 W University Avenue: _____

*Received
1-18-11
OK
JTB*

Applicability

The Project or Program to which the construction work covered by this contract pertains is being assisted by the United States of America and the following Federal Labor Standards Provisions are included in this Contract pursuant to the provisions applicable to such Federal assistance.

A. 1. (i) Minimum Wages. All laborers and mechanics employed or working upon the site of the work will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv); also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs, which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period.

Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under 29 CFR 5.5(a)(1)(ii) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible, place where it can be easily seen by the workers.

(ii) (a) Any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. HUD shall approve an additional classification and wage rate and fringe benefits therefor only when the following criteria have been met:

- (1)** The work to be performed by the classification requested is not performed by a classification in the wage determination; and
- (2)** The classification is utilized in the area by the construction industry; and
- (3)** The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(b) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and HUD or its designee agree on the classification and wage rate (including the amount designated for fringe benefits where

appropriate), a report of the action taken shall be sent by HUD or its designee to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, D.C. 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary. (Approved by the Office of Management and Budget under OMB control number 1215-0140.)

(c) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and HUD or its designee do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), HUD or its designee shall refer the questions, including the views of all interested parties and the recommendation of HUD or its designee, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary. (Approved by the Office of Management and Budget under OMB Control Number 1215-0140.)

(d) The wage rate (including fringe benefits where appropriate) determined pursuant to subparagraphs (1)(ii)(b) or (c) of this paragraph, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(iv) If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program. (Approved by the Office of Management and Budget under OMB Control Number 1215-0140.)

2. Withholding. HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the contractor under this contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee or helper, employed or working on the site of the work, all or part

of the wages required by the contract, HUD or its designee may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased. HUD or its designee may, after written notice to the contractor, disburse such amounts withheld for and on account of the contractor or subcontractor to the respective employees to whom they are due. The Comptroller General shall make such disbursements in the case of direct Davis-Bacon Act contracts.

3. (i) Payrolls and basic records. Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in Section I(b)(2)(B) of the Davis-bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5 (a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in Section I(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs. (Approved by the Office of Management and Budget under OMB Control Numbers 1215-0140 and 1215-0017.)

(ii) (a) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to HUD or its designee if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit the payrolls to the applicant sponsor, or owner, as the case may be, for transmission to HUD or its designee. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i). This information may be submitted in any form desired. Optional Form WH-347 is available for this purpose and may be purchased from the Superintendent of Documents (Federal Stock Number 029-005-00014-1), U.S. Government Printing Office, Washington, DC 20402. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. (Approved by the Office of Management and Budget under OMB Control Number 1215-0149.)

(b) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(1) That the payroll for the payroll period contains the information required to be maintained under 29 CFR 5.5 (a)(3)(i) and that such information is correct and complete;

(2) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll

period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR Part 3;

(3) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(c) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by subparagraph A.3.(ii)(b).

(d) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 231 of Title 31 of the United States Code.

(iii) The contractor or subcontractor shall make the records required under subparagraph A.3.(i) available for inspection, copying, or transcription by authorized representatives of HUD or its designee or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, HUD or its designee may, after written notice to the contractor, sponsor, applicant or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

4. Apprentices and Trainees.

(i) Apprentices. Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the

journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(ii) Trainees. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(iii) Equal employment opportunity. The utilization of apprentices, trainees and journeymen under 29 CFR Part 5 shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR Part 3 which are incorporated by reference in this contract

6. Subcontracts. The contractor or subcontractor will insert in any subcontracts the clauses contained in subparagraphs 1 through 11 of this paragraph A and such other clauses as HUD or its designee may by appropriate instructions require, and a copy of the applicable prevailing wage decision, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in this paragraph.

7. Contract termination; debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act Requirements. All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract

9. Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and HUD or its designee, the U.S. Department of Labor, or the employees or their representatives.

10. (i) Certification of Eligibility. By entering into this contract the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1) or to be awarded HUD contracts or participate in HUD programs pursuant to 24 CFR Part 24.

(ii) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1) or to be awarded HUD contracts or participate in HUD programs pursuant to 24 CFR Part 24.

(iii) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001. Additionally, U.S. Criminal Code, Section 1010, Title 18, U.S.C., "Federal Housing Administration transactions", provides in part: "Whoever, for the purpose of . . . influencing in any way the action of such Administration . . . makes, utters or publishes any statement knowing the same to be false . . . shall be fined not more than \$5,000 or imprisoned not more than two years, or both."

11. Complaints, Proceedings, or Testimony by Employees. No laborer or mechanic to whom the wage, salary, or other labor standards provisions of this Contract are applicable shall be discharged or in any other manner discriminated against by the Contractor or any subcontractor because such employee has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or relating to the labor standards applicable under this Contract to his employer.

B. Contract Work Hours and Safety Standards Act. The provisions of this paragraph B are applicable only where the amount of the prime contract exceeds \$100,000. As used in this paragraph, the terms "laborers" and "mechanics" include watchmen and guards.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of 40 hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of 40 hours in such workweek.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in subpara-

graph (1) of this paragraph, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in subparagraph (1) of this paragraph, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of 40 hours without payment of the overtime wages required by the clause set forth in sub paragraph (1) of this paragraph.

(3) Withholding for unpaid wages and liquidated damages. HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contract, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act which is held by the same prime contractor such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in subparagraph (2) of this paragraph.

(4) Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in subparagraph (1) through (4) of this paragraph and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in subparagraphs (1) through (4) of this paragraph.

C. Health and Safety. The provisions of this paragraph C are applicable only where the amount of the prime contract exceeds \$100,000.

(1) No laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health and safety as determined under construction safety and health standards promulgated by the Secretary of Labor by regulation.

(2) The Contractor shall comply with all regulations issued by the Secretary of Labor pursuant to Title 29 Part 1926 and failure to comply may result in imposition of sanctions pursuant to the Contract Work Hours and Safety Standards Act, 40 USC 3701 et seq.

(3) The Contractor shall include the provisions of this paragraph in every subcontract so that such provisions will be binding on each subcontractor. The Contractor shall take such action with respect to any subcontract as the Secretary of Housing and Urban Development or the Secretary of Labor shall direct as a means of enforcing such provisions.

**EQUAL OPPORTUNITY CLAUSE
(EXECUTIVE ORDER 11246)**

"During the performance of this contract, the contractor agrees as follows:

"(1) The contractor will not discriminate against any employee or applicant for Employment because of race, creed, color, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

"(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, or national origin.

"(3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

"(4) The contractor will comply with all provisions of Executive Order No. 11246 of Sept. 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

"(5) The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

"(6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be cancelled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of Sept 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

"(7) The contractor will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of Sept. 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, That in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States."

Section 3 Certification Process in the City of Flint

If the contractor does not have Section 3 Certification at time of bid submission, the contractor must submit a letter stating compliance with Section 3 Certification will be achieved within 10 days of receiving contract award.

The City of Flint has strengthened the HUD requirements for Section 3 and has implemented a process where

Section 3 Business Certification

Please contact Tracy Atkinson from the City of Flint Department of Community and Economic Development (810) 766-7426 ext. 3059 or tatkinson@cityofflint.com for information regarding company Section 3 Certification.

Section 3 Residents Certification

Mott Community College Workforce Development can provide assistance with employee and laborer Section 3 Certifications. Please contact Dorian Jackson, Job Development Specialist (810) 232-2548 or dorian.jackson@mcc.edu or Kathleen Levallier, Job Development Specialist (810) 232-4674 or kathleen.levallier@mcc.edu for more information.

Attachments

The following documents are attached in order to help meet the Section 3 requirements:

- a. Section 3 Clause
- b. City of Flint – Section 3 Plan Addendum
- c. Certification for Business Concerns Seeking Section 3 Preference in Contracting and Demonstration of Capability
- d. Resident Employment Opportunity Data

§ 135.38 Section 3 clause.

All section 3 contracts shall include the following clause (referred to as the section 3 clause):

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3 shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (1) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

City of Flint – Section 3 Plan Addendum

This document provides specific direction for certification and reporting of the implementation of the City of Flint's Section 3 Standard Operating Procedures.

Title 24--Housing and Urban Development

CHAPTER I--OFFICE OF ASSISTANT SECRETARY FOR EQUAL OPPORTUNITY,
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
PART 135--ECONOMIC OPPORTUNITIES FOR LOW- AND VERY LOW-INCOME
PERSONS

Resident Requirements

Each contractor conducting services on covered projects under the guideline Title 24 Code of Federal Regulation Part 135 is to provide the City of Flint a current list of employees that will be assigned to accomplish activities under the covered contract within 10 business days of the contract execution date.

Section 3 is triggered when the normal completion of construction and rehabilitation projects creates the need for new employment, contracting or training opportunities beyond the list of employees provided at the execution of the contract including, but not limited to, administrative, managerial, clerical, service, and building trades positions.

Employee registers should be submitted monthly on the Monthly Status Report Worksheet along with the monthly activity report/pay request. Section 3 compliance will be monitored monthly by verifying the names on the initial employee list with monthly activity reports and/or pay requests that list new employees in the payroll. Thirty percent of new hires, trainees or contractors are required to be Section 3 eligible. If accomplishing the contract does not require new employees, training or contractors, Section 3 is not triggered.

All potential Section 3 eligible new hires must register with the Mott Community College Workforce Development and Career Services Department before they begin working. MCC Workforce Development (MCC WFD) will certify that new hires are Section 3 eligible. MCC WFD will provide the new hire Section 3 certification documentation to the identified Contractor and the City of Flint.

If the contractor/sub recipient is unable to identify Section 3 eligible individuals with the skill sets needed to accomplish the work that is needed, MCC Workforce Development has a pool of Building Construction Trade graduates that are Section 3 certified. The contractor should contact MCC to secure certified employees.

MCC WFD will provide the City of Flint with monthly reports to identify the number and placement of Section 3 certified workers.

Business Concerns

Each contractor conducting services on covered projects under the guideline Title 24 Code of Federal Regulation Part 135 is to provide the City of Flint a current list of contractors that will be assigned to accomplish activities under the covered contract within 10 business days of the contract execution date.

Section 3 is triggered when the normal completion of construction and rehabilitation projects creates the need for new employment, contracting or training opportunities beyond the list of contractors provided at the execution of the contract.

Each contractor and subcontractor demonstrates compliance with the requirements of this part by awarding at least 10 percent of contracts to Section 3 Business Concerns.

If the Contract Holder identifies a Section 3 Business Concern for sub contracting purposes, submit Section 3 Business Concern documentation for certification to the City of Flint Section 3 Coordinator to certify each Business Concern. Each Section 3 eligible employee of that Contractor must be directed to Mott Community College Workforce Development and Career Services Department for certification.

Contractor registers should be submitted monthly on the Monthly Status Report Worksheet along with the monthly activity report/pay request. Section 3 compliance will be monitored monthly by verifying the companies on the initial employee list with monthly activity reports and/or pay requests that list new employees in the payroll. If accomplishing the contract does not require new contractors, Section 3 is not triggered.

A list is being compiled of Section 3 Business Concerns. For a list of eligible businesses, please contact the Department of Community and Economic Development.

Certification for Resident Seeking Section 3 Training and Employment

Preference

Eligibility Preference

A Section 3 resident seeking the preference in training and employment provided by this project shall certify or submit evidence to Mott Community College Workforce Development and recipient contractor/subcontractor that the person is a Section 3 resident.

I, _____, am a legal resident of the City of Flint

(print name)

and meet the income eligibility guidelines for a low- or very-low-income person for this area.

My permanent address is:

I have attached the following documentation as evidence of my status:

- Copy of lease
- Copy of receipt of public assistance
- Copy of Evidence of participation in a public assistance program
- Other evidence
 - Tax return
 - Pay stub
 - Social Security Annual Income Report
 - Unemployment rejection letter
 - DHS denial letter
 - Notarized letter of support from other individual

Signature _____

Print Name _____

Date _____

Open Enrollment

Monday - Thursday ONLY

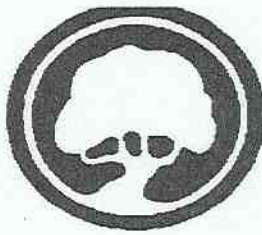
Arrive 15 minutes early

Intake is at 9AM-or-1PM

MUST be on time!!!

Intake is 3-3 ½ hours

NO children PLEASE!



Mott Community College (MCC) – Workforce & Career Development Department is pleased to share services offered through the Workforce Investment Act (WIA) Program, which are designed to assist with **employment and career goals.**

MCC provides services through the WIA Title I **Adult, Dislocated and Older Youth Worker Programs.** **All participants must be 18 years of age or older; a citizen of the United States or an eligible non-citizen and registered with selective service (if applicable).** Dislocated Worker Program participants must also be terminated or laid off or have received a notice of termination or layoff from employment; and eligible for/or exhausted his/her entitlement to unemployment compensation. **If the previous requirements are not met, participants must have worked 90 days consecutively and unlikely to return.**

Both programs offer three levels of service: staff-assisted core, intensive and training services. Participants are involved in activities such as Individual Job Development, Advanced Job Club, Advanced Screened Referrals and Follow-Up Services, which are tailored to meet individual needs. Supportive Services may be available on a limited basis, to those who qualify for the purpose of enabling the successful participation and completion of program services.

To take advantage of these program opportunities, individuals must register with and receive core services from the Employment Services Office; complete the WIA Registration process and meet the program eligibility and documentation requirements.

Please call **(810) 232-2555** if you have any questions.

The following documentation will be needed at the time of your appointment as it applies to your situation.

- **Career Alliance Referral Forms from Employment Services**
- **Valid Driver's License or State ID**
- **Social Security Card**
- **Birth Certificate (If no valid ID)**
- **Adult Workers (*Proof of Family Size & Proof of Income – Most Recent Check Stub*)**
- **Spouse most recent check stub (*If married*)**
- **Most Recent Tax Return (To verify Family size)**
- **Dislocated Workers (*Most Current UA Check Stub, UA Determination Notice*)**
- **Letter of dismissal from last employer-if available**
- **Medical Cards / Bridge Card**
- **DHS Statement of Income**
- **SSI / SSD Statement of Income**
- **Copy of WorkKeys assessment results**
- **DD-214, Military Transfer/Discharge Paper**

We look forward to working with you soon!

**Charles Stewart Mott Community College
Workforce & Career Development – WIA Program**

709 North Saginaw Street - Flint, Michigan 48503 • (810) 232-2555 (Voice & TTY) – (810) 232-4981 (Fax)

AN EQUAL OPPORTUNITY PROGRAM/AFFIRMATIVE ACTION EMPLOYER
AUXILLARY AIDS AND SERVICES ARE AVAILABLE TO PERSONS WITH DISABILITIES UPON REQUEST.

Certification for Business Concern Seeking Section 3 Preference in Contracting and Demonstration of Capacity

Name of Business _____ Phone/Fax _____

Address of Business _____

Type of Business: Corporation Partnership Sole Proprietorship

Type of Business Activity: _____

Attached is the following documentation as evidence of status:

For all business entities (as applicable):

- | | |
|--|---|
| <input type="checkbox"/> Copy of Articles of Incorporation | <input type="checkbox"/> Certificate of Good Standing |
| <input type="checkbox"/> Assumed Business Name Certificate | <input type="checkbox"/> Partnership Agreement |
| <input type="checkbox"/> List of owners/stockholders and 51% ownership of each | <input type="checkbox"/> Corporation Annual Report |
| <input type="checkbox"/> Organization chart with names and titles and brief function statement | <input type="checkbox"/> Latest Board minutes appointing officers |
| | <input type="checkbox"/> Additional documentation |

For business claiming status as a Section 3 resident-owned enterprise:

Certification for Section 3 Residents (at least 51% of the business owners)

For Business claiming Section 3 status by subcontracting 25% of the dollar award to

qualified Section 3 Business:

- List of subcontracted Section 3 business(es) and subcontract amount
- This certification & all supporting documentation for each subcontracted Section 3 Business

For business claiming Section 3 status, claiming at least 30 percent of their workforce are currently Section 3 residents or were Section 3 eligible residents within 3 years of date of first employment with the business:

- List of all current full time employees
- List of employees claiming Section 3 status
- Certification for Section 3 Residents (at least 30% of all current full-time employees) with supporting documentation showing Section 3 status immediately prior to the date of first hire

Evidence of ability to perform successfully under the terms and conditions of the proposed contract:

- Current financial statement or Income Tax Return
- Statement of ability to comply with public policy (federal, state or city work experience)
- List of owned equipment
- List of all contracts for the past two years

Authorized Name, Title and Signature

Date _____

Please submit documentation of the following items to Tracy Atkinson at City of Flint, Dept. of Community and Economic Development, 1101 S. Saginaw St., Flint, Michigan 48502, tatkinson@cityofflint.com, 810-766-7426 ext. 3059, 810-766-7351 (fax)

City of Flint Housing Administration Division
SECTION 3 DEVELOPER/SUBGRANTEE EMPLOYMENT ROSTER
Submitted on Execution of Contract

Contractor Name: _____ Contact Person: _____ Telephone: _____ Fax: _____

Project Name: _____ Contact Number: _____ Reporting Period: _____

Please list all current employees on your project – Identify Section 3 Certified employees

<u>Name</u>	<u>Address</u>	<u>Telephone</u>	<u>Starting Date</u>	<u>Ending Date</u>	<u>Position</u>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Signature _____ Date: _____

To be submitted with monthly activity/pay requests

SECTION 3 SUB-CONTRACTOR MONTHLY REPORT

SUPPLEMENTAL INFORMATION

1. Reporting Period:	
<div style="border: 1px solid black; width: 100%; height: 30px; margin-bottom: 5px;"></div> 2. Project Name	<div style="border: 1px solid black; width: 100%; height: 30px; margin-bottom: 5px;"></div> 3. Project Location

(4)	(5)	(6)	(7)	(8)	(9)
Job Category	Total New Hires	Total New Hires that are Section 3 Residents	Total Staff Hours	Total Staff hours for Section 3 Employees & Trainees	Total Section 3 Labor Dollars
Professionals					
Professionals					
Technical					
Office/Clerical					
Trade:					
Trade:					
Trade:					
Trade:					
Trade:					
Trade:					
Trade:					
Trade:					
Trade:					
Trade:					
Trade:					
Trade:					
(9) TOTAL		0			

Signature _____ Date: _____

Include in monthly activity report/pay request (Sub-contractors submit to General)

616 / 618 W. UNIVERSITY

FRONT ELEVATION



NORTH ELEVATION



CUSTOM LATTICE

WEST ELEVATION



22' CUSTOM LATTICE

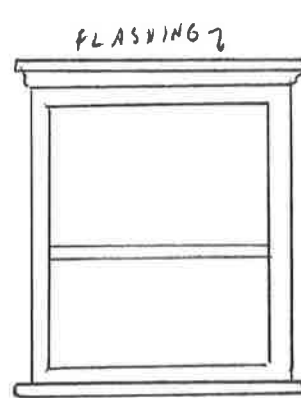
CUSTOM LATTICE

52' 6"

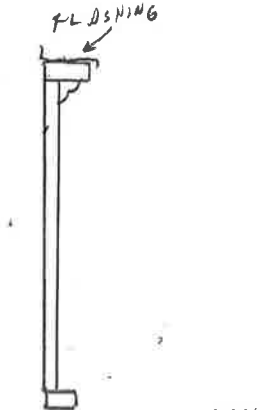
26'

4'

EAST ELEVATION



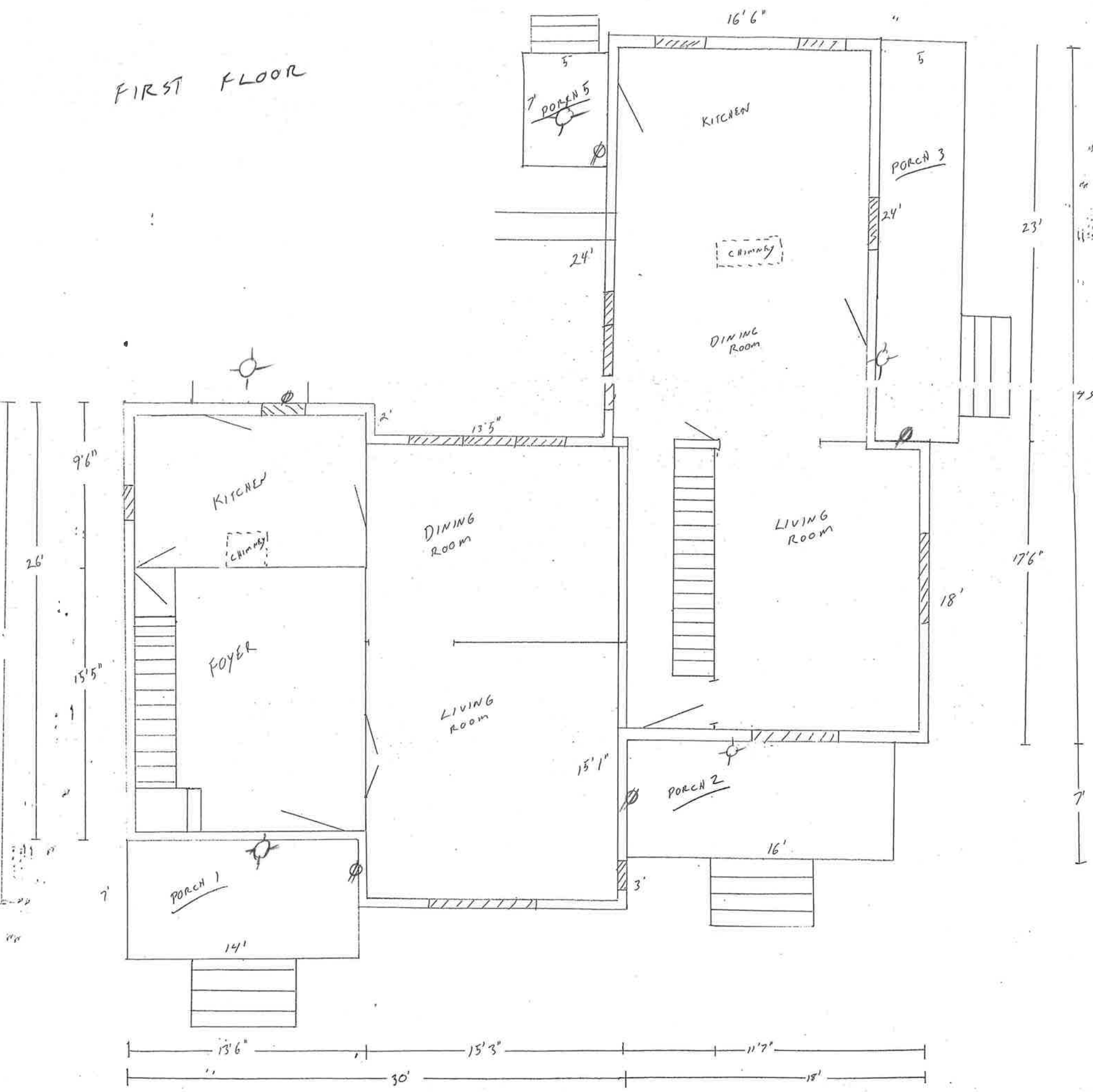
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FRONT VIEW



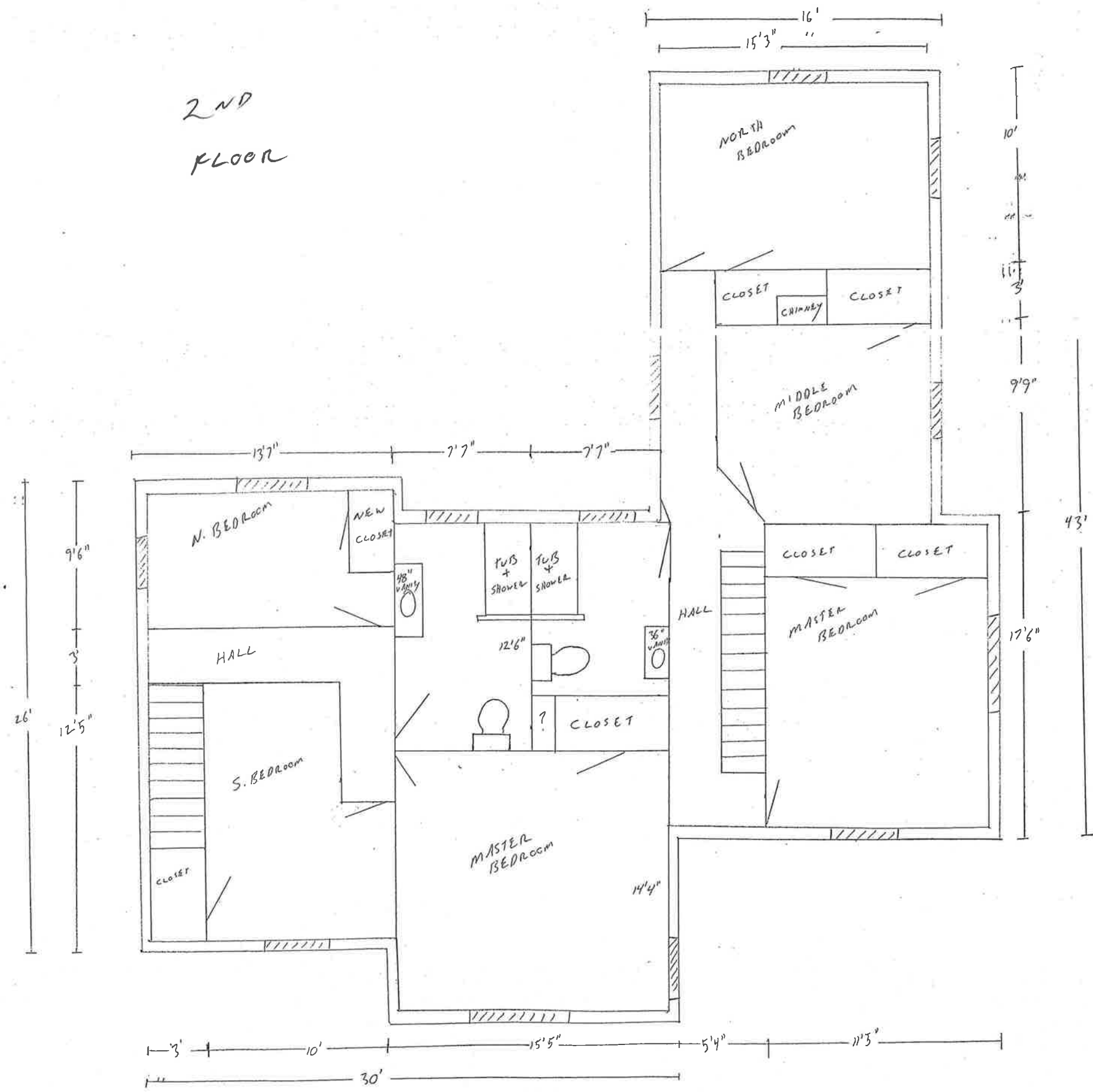
WINDOW DETAIL
SIDE VIEW



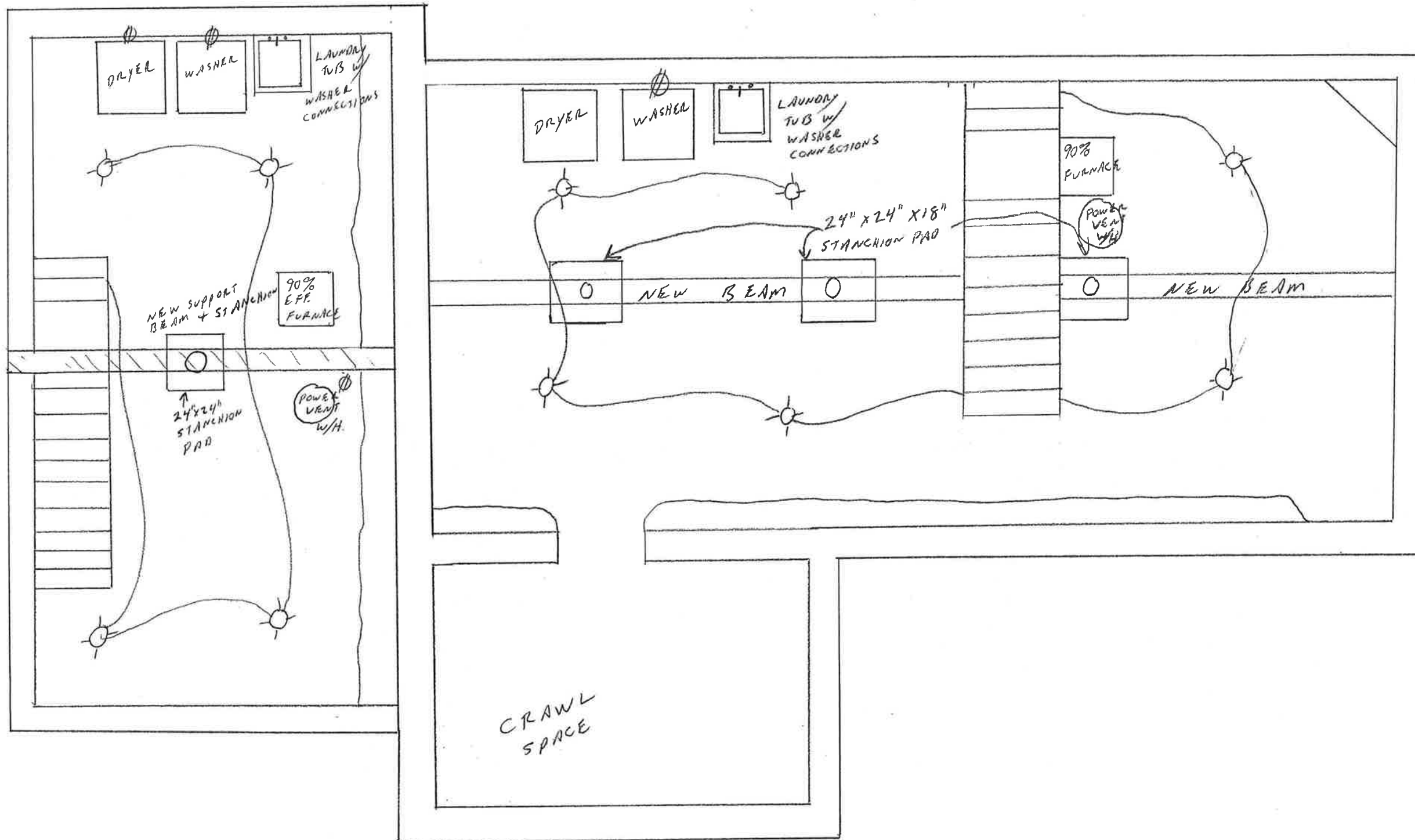
FIRST FLOOR

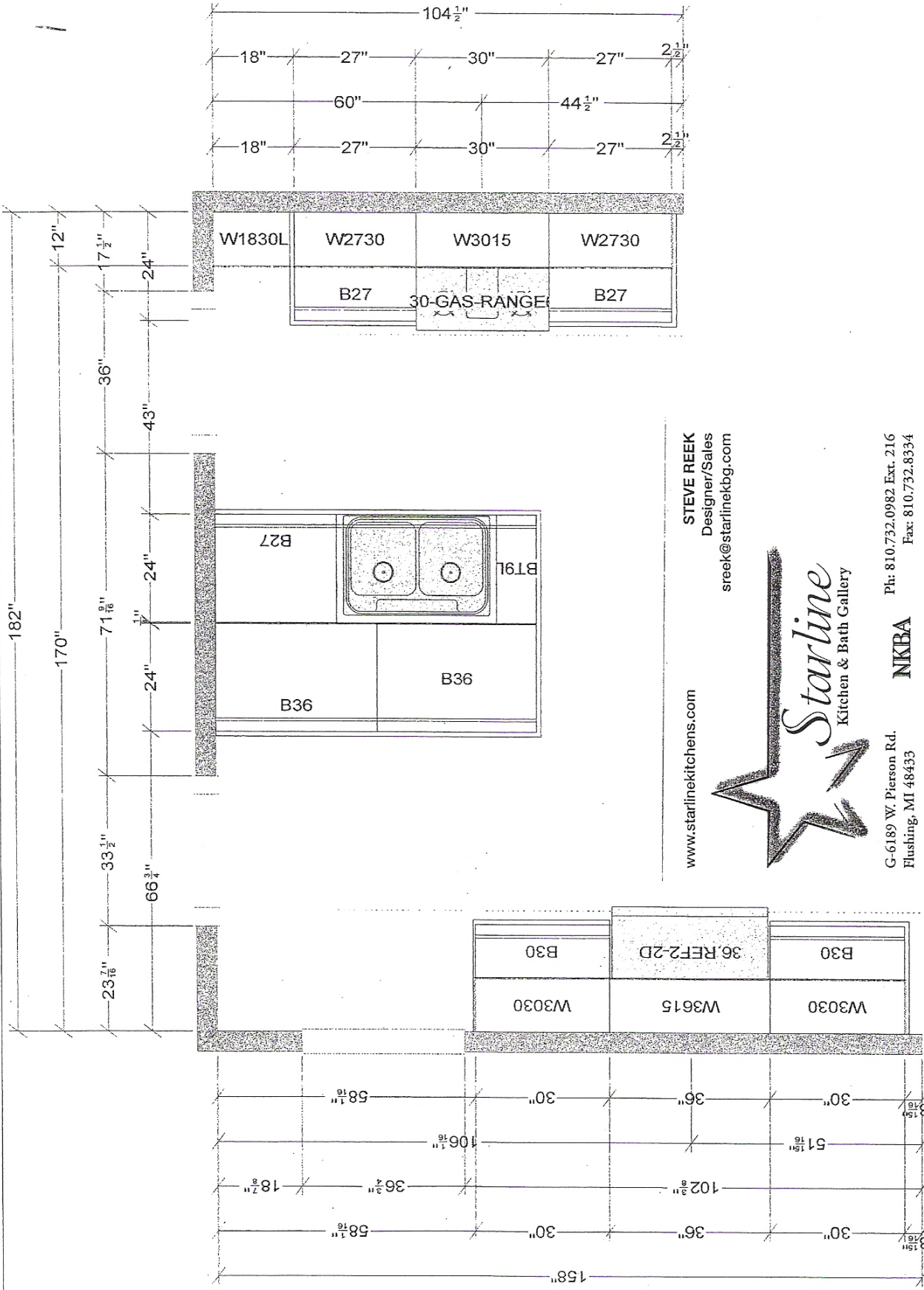


2ND FLOOR



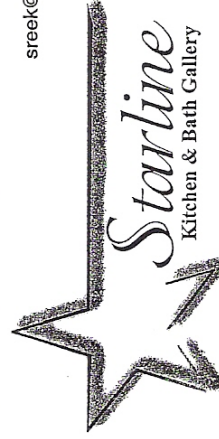
BASEMENT





STEVE REEK
 Designer/Sales
 sreek@starlinekbg.com

www.starlinekitchens.com



Ph: 810.732.0982 Ext. 216
 Fax: 810.732.8334

NKBA

G-6189 W. Pierson Rd.
 Flushing, MI 48433

Designed: 1/25/2011
 Printed: 2/1/2011

This is an original design and must not be released or copied unless applicable fee has been paid or job order placed.



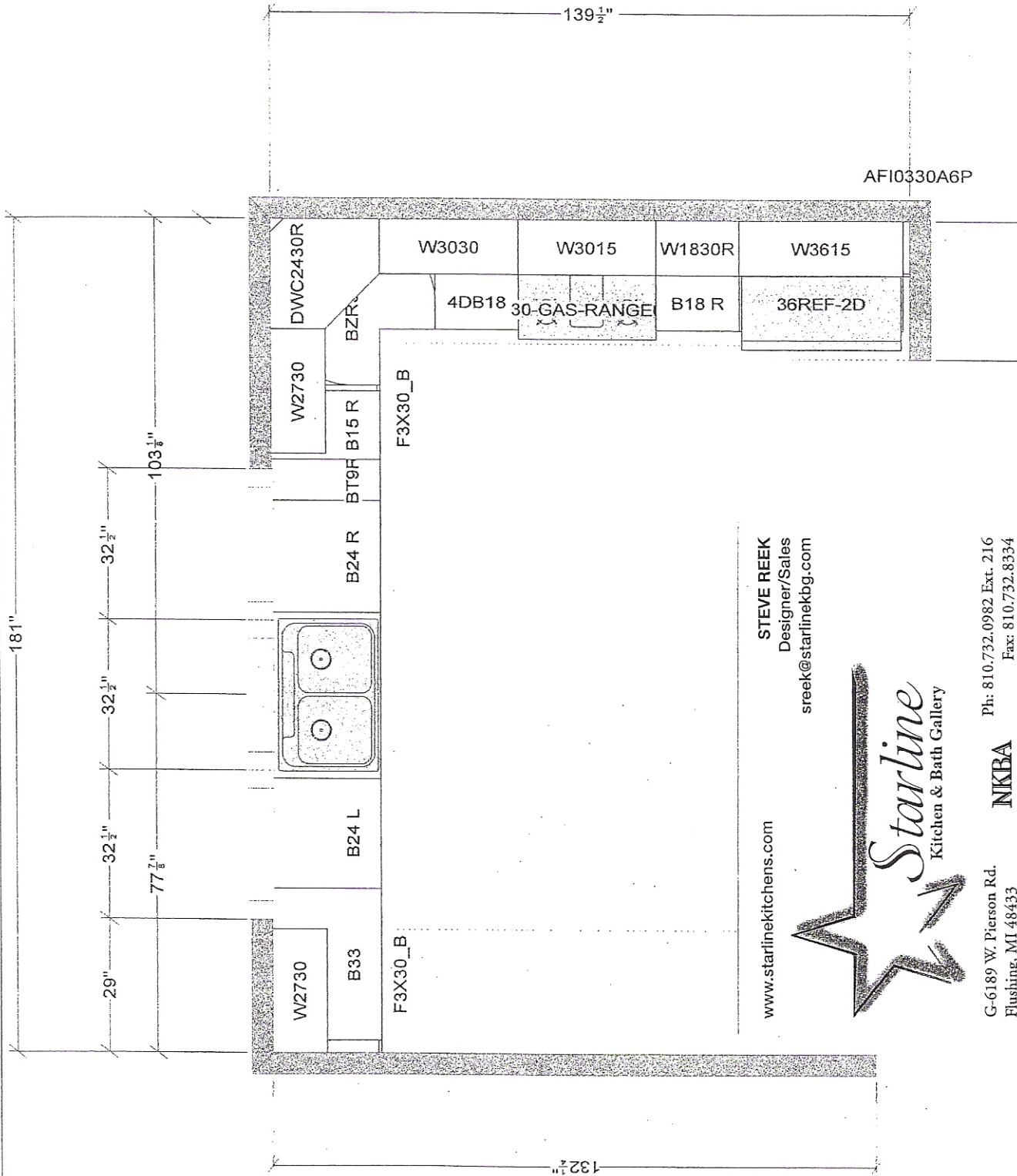
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616 RT

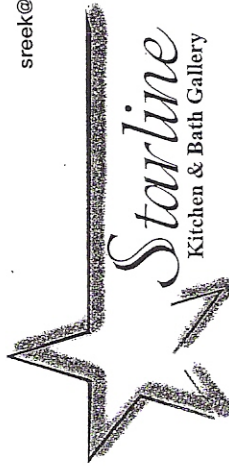
10nd hant 416rt

All

Drawing #.



www.starlinekitchens.com
STEVE REEK
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 sreek@starlinekg.com



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All dimensions _size designations given are subject to verification on job site and adjustment to fit job conditions.



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Designed: 1/25/2011
 Printed: 2/1/2011

616 LT