

KALAMAZOO NEIGHBORHOOD HOUSING SERVICES
Matt Milcarek: 269-364-2538

INVITATION TO BID
Six Home-Owner owned properties

PROPERTY ADDRESSES: **616 Charlotte, 49048; 206 Reed, 49001; 724 Fairbanks Ave, 49048; 1015 Lane Blv, 49001; 617 Dwight, 49048; 729 Axtell, 49008**

Contractor:

You are invited to submit a bid for the total completion of the work specified in the documents enclosed.

These documents include:

Statement of No Bid

Bid Form

Specifications

Dated:10-17-2013 Pages: all

Other:

Said documents being related to the properties known as:

616 Charlotte, 49048; 206 Reed, 49001; 724 Fairbanks Ave, 49048; 1015 Lane Blv, 49001; 617 Dwight, 49048; 729 Axtell, 49008

Submit bid for complete project with line item prices. Please be conscious that certain line items may be removed due to budgetary constraints, so bid accurately on each line item. Bids without line item prices may be rejected.

All bidders must visit property prior to submitting bid. Call owner to notify them of time and date of your visit.

Delivery:

Your bid must be submitted on the enclosed 'Bid Form' and shall be delivered to Kalamazoo N.H.S. At 802 South Westnedge, Kalamazoo, Michigan, 49008; by **Friday October 25th AT 10:00A.M.**

Bids will be opened: Date: Friday October 25th AT **10:00 A.M.**

Bids must include all Specification Items listed above, in addition to a proposed project start and completion date. Bids will not be accepted later than the specified time unless all bidders are notified in writing or electronically of an extension.

One electronic copy of this Invitation, along with one electronic copy of the Bid Form are supplied each bidder. One copy of the Bid Form shall be retained for your files and A second copy shall be executed and returned along with itemized spec sheet in accordance with the time frame herein specified. Should any of the required documents or pages be missing from your packet, immediately notify the Construction Specialist at KNHS and request that they be supplied.

KNHS RESERVES THE RIGHT TO REJECT ANY BID AND MAKE PUBLIC ALL BID AMOUNTS.

KNHS encourages Contractors to consider Women owned, Minority owned and Section 3 Businesses when subcontracting.

KALAMAZOO NEIGHBORHOOD HOUSING SERVICES

STATEMENT OF NO BID

If you DO NOT intend to submit a bid for this job, please complete and return this form to KNHS as soon as possible. Your response will assist KNHS in evaluation of the bid solicitation process.

KNHS wishes to keep its Contractor List up-to-date. **If the contractor chooses not to submit a bid for this job, this form must be completed and returned to KNHS if the Contractor wishes to stay on the KNHS Contractor List.**

Reason for not submitting a bid for this job:

- Specifications are unclear (please explain below).
- We are unable to meet specifications.
- Our schedule would not allow us to perform.
- We are unable to meet insurance requirements.
- We do not perform this type of work.
- We would like to be removed from your Contractor List.
- Other (please explain below).

Remarks:

Signed: _____ Name: _____
Print Name

Title: _____ Date: _____

Firm Name: _____ Phone: _____

Address: _____

KALAMAZOO NEIGHBORHOOD HOUSING SERVICES

BID FORM AND PROPOSAL

TO: KNHS

DATE SUBMITTED: _____

802 S. Westnedge

PROPERTY ADDRESS: 616 Charlotte Ave,

Kalamazoo, MI 49008

Kalamazoo, MI 49048

The following proposal is hereby submitted as per your request dated 10/17/2013. This bid covers all work shown and/or specified in the bid documents received for this job.

TOTAL COST: _____ Project Start Date: _____ Completion Date: _____

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work with in the time stated and in strict accordance with proposed Contract Documents including furnishing of any and all labor and materials, and to do all work required to construct and complete said work in accordance with the Contract Documents for the total sum listed above as TOTAL COST.

If Awarded the Contract, the Bidder agrees to present the following documents to the Owner prior to the issuance of the 'Notice to Proceed'; valid insurance certificates as required in the 'General Conditions', all necessary building permits and a Sworn Statement for the Contractor and Subcontractor to Owner listing all of the Subcontractors and Subcontract amounts.

It is further agreed that if awarded this Contract, we would request _____ payouts with the understanding that 10% of all requested payouts will be retained until the project is completed for the approval of the Owner and all approving agents. Completion of this project will require _____ calendar days. This proposal is valid for a period of sixty (60) days.

((ITEMIZED SPECIFICATION SHEET REQUIRED WITH THIS BID SHEET))

Company Name: _____

Contractor Name: _____

Contractor Signature: _____

Address: _____

Phone No.: _____ Tax I.D. or Soc. Sec.#: _____

SPECS BY LOCATION/TRADE

10/17/2013

Bidding Open Date: _____

Case Number: _____

Bidding Close Date: _____

Project Manager: Matt Milcarek

Initial: _____

Phone: 269-364-2538

Address: **616 Charlotte**

Unit: **Unit 01**

Location: **1 - General Requirements**

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

6	Section 3 Project	1.00	AL	_____	_____
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This is a Section 3 Project. The Section 3 preference bid policy, as outlined in the KNHS Section 3 Handbook, shall apply. Section 3 Businesses awarded contracts shall comply with Section 3 reporting requirements as outlined in the KNHS Section 3 Handbook, including but not limited to: Section 3 Resident Certification, Section 3 Business Certification, Project Workforce Need, General Contractor New Hires, and Time Sheets. For more information on KNHS's Section 3 policies, visit www.knhs.org/contractors

24	MANUFACTURER'S SPECS PREVAIL	1.00	GR	_____	_____
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All materials shall be installed in full accordance with the manufacturer's specifications for working conditions, surface preparation, methods, protection and testing.

25	PICTURES OF RIDGE VENT CUTOUT REQUIRED FOR PAYMENT	1.00	AL	_____	_____
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PICTURES OF RIDGE VENT CUTOUT REQUIRED FOR PAYMENT: Clear Digital pictures of a persons fingers FULLY inside ridge vent cutout are required. Hand should but in hole as far as knuckle. Pictures may be e-mailed to roger@knhs.org. Keep your copy of pictures until confirmation that KNHS has received pictures.

26	PICTURES OF Grace Ice and Water Shield REQUIRED FOR PAYMENT	1.00	AL	_____	_____
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PICTURES OF Grace Ice and Water Shield REQUIRED FOR PAYMENT: Clear Digital pictures of Grace Ice and Water Shield are required. Take pictures of all sides of house. Pictures may be e-mailed to roger@knhs.org. Keep your copy of pictures until confirmation that KNHS has received pictures.

27	Written Proof of Final Inspection required for final payment	1.00	AL	_____	_____
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Written Proof of Final Inspection required for final payment: Contractor shall supply KNHS with written final approval of project before final payment will be issued.

28	Written Proof of Approved Building Permit required for first payment	1.00	AL	_____	_____
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Written Proof of Approved Building Permit required for first payment: Contractor shall supply KNHS with copy of Approved Building Permit of project before first payment will be issued.

31	CONSTRUCTION DEFINITIONS	1.00	GR	_____	_____
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"Install" means to purchase, set up, test and warrant a new component. When materials are noted as "provided by owner", install means to set up, test, and warrant installation of new component. "Replace" means to remove and dispose of original material, purchase new material, deliver, install, test and warrant. "Repair" means to return a building component to like new condition through replacement, adjustment and recoating of parts. "Reinstall" means to remove, clean, store and install a component. "Paint" means to apply as many coats as necessary to ensure a solid and smooth coverage of the paint color selected, so as not to show any signs of undercoat color or general under coverage of paint. "Caulk" means to apply as much caulk as necessary to ensure specific void is full at the visible surface and no crevices exist and caulk is wiped smooth.

35	VERIFY QUANTITIES/MEASUREMENTS	1.00	GR	_____	_____
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All measurements (i.e SF of Drywall, or those provided w/ drawings) are for the contractor's convenience prior to a mandatory site inspection to verify all dimensions. All quantities (i.e.number of window units) are as stated. No claim for additional funds due to discrepancies in measurements or quantities shall be honored if not submitted at the time of the initial proposal.

36	BUILDING PERMIT REQUIRED	1.00	EA	_____	_____
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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.

Address: 616 Charlotte

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

45	CONTRACTOR PRE-BID SITE VISIT	1.00	DU	_____	_____
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The contractor must inspect the property. Submission of a bid is presumptive evidence that the bidder has thoroughly examined the site and is conversant with the requirements of the local jurisdiction.

90	18 MONTH GENERAL WARRANTY	1.00	DU	_____	_____
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Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within 18 MONTHS from final payment. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

115	PERIODICALLY REMOVE DEBRIS	1.00	DU	_____	_____
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The contractor shall clean construction debris from the dwelling and site to a dumpster or legal landfill at least once each day, and leave the property in broom clean condition at the end of the day before leaving site. In occupied dwellings, debris shall be removed from living quarters daily. For roof projects, a magnet shall be used each day for cleaning the exterior so that no nails remain on site and a tarp and/ or boards shall be used to protect shrubs and vegetation.

Location Total: _____

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 15 Roofing

4585	REROOF--7/16" DECK/SHINGLE	1.00	AL	_____	_____
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Remove roof to deck. Remove all existing flashing and drip edge. Repair or replace existing deteriorated sheathing with material to match existing. Repair or replace any missing or deteriorated fascia, soffit, rafter tails using materials to match existing. Install 7/16" OSB over entire roof. Install 30 lb. felt, self-sealing, and fiberglass/ asphalt DIMENSIONAL strip shingles, minimum 30 year. Install new drip edge of owner's choice from standard stock. Replace all flashing with .019 aluminum. All wall/roof intersections to include new metal flashing, neatly cut into siding with the counter flashing installed in conformance with the shingle manufacturer's specifications and all plumbing vents shall include a new metal flashing at base, with a new flexible vinyl boot properly sized to seal pipe and roof intersection. Step-flash and counter-flash chimney with aluminum. New metal counter flashing around the base of chimney shall be neatly cut into the mortar joints with a counter flashing properly sealed with urethane caulk. Install "Grace" brand (or approved equivalent) ice and water shield in valleys and 3 feet up from heated edge of house on eave edge. Shingle color choice by owner from standard stock. Shall install continuous ridge vent from rake edge to rake edge on all ridges.

4635	GUTTER-- take down and reinstall	1.00	AL	_____	_____
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Remove all existing gutters and store in a secure location for duration of shingle replacement. Upon completion of shingle replacement, re-install gutters to proper working condition. If new hangers and caulking are required for proper installation, include all labor and materials.

Location Total: _____

Unit Total for 616 Charlotte , Unit Unit 01: _____

Address Grand Total for 616 Charlotte : _____

Bidder: _____

KALAMAZOO NEIGHBORHOOD HOUSING SERVICES

BID FORM AND PROPOSAL

TO: KNHS

DATE SUBMITTED: _____

802 S. Westnedge

PROPERTY ADDRESS: 206 Reed

Kalamazoo, MI 49008

Kalamazoo, MI 49001

The following proposal is hereby submitted as per your request dated 10/17/2013. This bid covers all work shown and/or specified in the bid documents received for this job.

TOTAL COST: _____ Project Start Date: _____ Completion Date: _____

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work with in the time stated and in strict accordance with proposed Contract Documents including furnishing of any and all labor and materials, and to do all work required to construct and complete said work in accordance with the Contract Documents for the total sum listed above as TOTAL COST.

If Awarded the Contract, the Bidder agrees to present the following documents to the Owner prior to the issuance of the 'Notice to Proceed'; valid insurance certificates as required in the 'General Conditions', all necessary building permits and a Sworn Statement for the Contractor and Subcontractor to Owner listing all of the Subcontractors and Subcontract amounts.

It is further agreed that if awarded this Contract, we would request _____ payouts with the understanding that 10% of all requested payouts will be retained until the project is completed for the approval of the Owner and all approving agents. Completion of this project will require _____ calendar days. This proposal is valid for a period of sixty (60) days.

(ITEMIZED SPECIFICATION SHEET REQUIRED WITH THIS BID SHEET)

Company Name: _____

Contractor Name: _____

Contractor Signature: _____

Address: _____

Phone No.: _____ Tax I.D. or Soc. Sec.#: _____

SPECS BY LOCATION/TRADE

10/17/2013

Bidding Open Date: _____

Case Number: _____

Bidding Close Date: _____

Project Manager: Matt Milcarek

Initial: _____

Phone: 269-364-2538

Address: **206 Reed**

Unit: **Unit 01**

Location: **1 - General Requirements**

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

6	Section 3 Project	1.00	AL	_____	_____
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25	PICTURES OF RIDGE VENT CUTOUT REQUIRED FOR PAYMENT	1.00	AL	_____	_____
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26	PICTURES OF Grace Ice and Water Shield REQUIRED FOR PAYMENT	1.00	AL	_____	_____
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35	VERIFY QUANTITIES/MEASUREMENTS	1.00	GR	_____	_____
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36	BUILDING PERMIT REQUIRED	1.00	EA	_____	_____
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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.

Address: 206 Reed

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

45	CONTRACTOR PRE-BID SITE VISIT	1.00	DU	_____	_____
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The contractor must inspect the property. Submission of a bid is presumptive evidence that the bidder has thoroughly examined the site and is conversant with the requirements of the local jurisdiction.

90	18 MONTH GENERAL WARRANTY	1.00	DU	_____	_____
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Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within 18 MONTHS from final payment. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

115	PERIODICALLY REMOVE DEBRIS	1.00	DU	_____	_____
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The contractor shall clean construction debris from the dwelling and site to a dumpster or legal landfill at least once each day, and leave the property in broom clean condition at the end of the day before leaving site. In occupied dwellings, debris shall be removed from living quarters daily. For roof projects, a magnet shall be used each day for cleaning the exterior so that no nails remain on site and a tarp and/ or boards shall be used to protect shrubs and vegetation.

Location Total: _____

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 15 Roofing

4585	REROOF--7/16" DECK/SHINGLE	1.00	AL	_____	_____
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Remove roof to deck. Remove all existing flashing and drip edge. Repair or replace existing deteriorated sheathing with material to match existing. Repair or replace any missing or deteriorated fascia, soffit, rafter tails using materials to match existing. Install 7/16" OSB over entire roof. Install 30 lb. felt, self-sealing, and fiberglass/ asphalt DIMENSIONAL strip shingles, minimum 30 year. Install new drip edge of owner's choice from standard stock. Replace all flashing with .019 aluminum. All wall/roof intersections to include new metal flashing, neatly cut into siding with the counter flashing installed in conformance with the shingle manufacturer's specifications and all plumbing vents shall include a new metal flashing at base, with a new flexible vinyl boot properly sized to seal pipe and roof intersection. Step-flash and counter-flash chimney with aluminum. New metal counter flashing around the base of chimney shall be neatly cut into the mortar joints with a counter flashing properly sealed with urethane caulk. Install "Grace" brand (or approved equivalent) ice and water shield in valleys and 3 feet up from heated edge of house on eave edge. Shingle color choice by owner from standard stock. Shall install continuous ridge vent from rake edge to rake edge on all ridges.

Location Total: _____

Unit Total for 206 Reed , Unit Unit 01: _____

Address Grand Total for 206 Reed : _____

Bidder: _____

KALAMAZOO NEIGHBORHOOD HOUSING SERVICES

BID FORM AND PROPOSAL

TO: KNHS

DATE SUBMITTED: _____

802 S. Westnedge

PROPERTY ADDRESS: 724 Fairbanks

Kalamazoo, MI 49008

Kalamazoo, MI 49048

The following proposal is hereby submitted as per your request dated 10/17/2013. This bid covers all work shown and/or specified in the bid documents received for this job.

TOTAL COST: _____ Project Start Date: _____ Completion Date: _____

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work with in the time stated and in strict accordance with proposed Contract Documents including furnishing of any and all labor and materials, and to do all work required to construct and complete said work in accordance with the Contract Documents for the total sum listed above as TOTAL COST.

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Company Name: _____

Contractor Name: _____

Contractor Signature: _____

Address: _____

Phone No.: _____ Tax I.D. or Soc. Sec.#: _____

SPECS BY LOCATION/TRADE

10/17/2013

Bidding Open Date: _____

Case Number: _____

Bidding Close Date: _____

Project Manager: Matt Milcarek

Initial: _____

Phone: 269-364-2538

Address: 724 Fairbanks Avenue

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

6	Section 3 Project	1.00	AL	_____	_____
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36	BUILDING PERMIT REQUIRED	1.00	EA	_____	_____
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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.

Address: 724 Fairbanks Avenue

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 1 General Requirements

45	CONTRACTOR PRE-BID SITE VISIT	1.00	DU	_____	_____
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The contractor shall clean construction debris from the dwelling and site to a dumpster or legal landfill at least once each day, and leave the property in broom clean condition at the end of the day before leaving site. In occupied dwellings, debris shall be removed from living quarters daily. For roof projects, a magnet shall be used each day for cleaning the exterior so that no nails remain on site and a tarp and/ or boards shall be used to protect shrubs and vegetation.

Location Total: _____

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 15 Roofing

4585	REROOF--7/16" DECK/SHINGLE	1.00	AL	_____	_____
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Remove roof to deck. Remove all existing flashing and drip edge. Repair or replace existing deteriorated sheathing with material to match existing. Repair or replace any missing or deteriorated fascia, soffit, rafter tails using materials to match existing. Install 7/16" OSB over entire roof. Install 30 lb. felt, self-sealing, and fiberglass/ asphalt DIMENSIONAL strip shingles, minimum 30 year. Install new drip edge of owner's choice from standard stock. Replace all flashing with .019 aluminum. All wall/roof intersections to include new metal flashing, neatly cut into siding with the counter flashing installed in conformance with the shingle manufacturer's specifications and all plumbing vents shall include a new metal flashing at base, with a new flexible vinyl boot properly sized to seal pipe and roof intersection. Step-flash and counter-flash chimney with aluminum. New metal counter flashing around the base of chimney shall be neatly cut into the mortar joints with a counter flashing properly sealed with urethane caulk. Install "Grace" brand (or approved equivalent) ice and water shield in valleys and 3 feet up from heated edge of house on eave edge. Shingle color choice by owner from standard stock. Shall install new off ridge vents designed for low slope roofs in place of existing vents.

4635	GUTTER--5" take down, place damaged, and reinstall.	1.00	AL	_____	_____
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Remove all existing gutters and store in a secure location for duration of shingle replacement. Upon completion of shingle replacement, re-install gutters to proper working condition. Replace damaged gutter sections. If new hangers and caulking are required for proper installation, include all labor and materials.

Location Total: _____

Unit Total for 724 Fairbanks Avenue, Unit Unit 01: _____

Address Grand Total for 724 Fairbanks Avenue: _____

Bidder: _____

KALAMAZOO NEIGHBORHOOD HOUSING SERVICES

BID FORM AND PROPOSAL

TO: KNHS

DATE SUBMITTED: _____

802 S. Westnedge

PROPERTY ADDRESS: 1015 Lane Blv.

Kalamazoo, MI 49008

Kalamazoo, MI 49001

The following proposal is hereby submitted as per your request dated 10/17/2013. This bid covers all work shown and/or specified in the bid documents received for this job.

TOTAL COST: _____ Project Start Date: _____ Completion Date: _____

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work with in the time stated and in strict accordance with proposed Contract Documents including furnishing of any and all labor and materials, and to do all work required to construct and complete said work in accordance with the Contract Documents for the total sum listed above as TOTAL COST.

If Awarded the Contract, the Bidder agrees to present the following documents to the Owner prior to the issuance of the 'Notice to Proceed'; valid insurance certificates as required in the 'General Conditions', all necessary building permits and a Sworn Statement for the Contractor and Subcontractor to Owner listing all of the Subcontractors and Subcontract amounts.

It is further agreed that if awarded this Contract, we would request _____ payouts with the understanding that 10% of all requested payouts will be retained until the project is completed for the approval of the Owner and all approving agents. Completion of this project will require _____ calendar days. This proposal is valid for a period of sixty (60) days.

(ITEMIZED SPECIFICATION SHEET REQUIRED WITH THIS BID SHEET)

Company Name: _____

Contractor Name: _____

Contractor Signature: _____

Address: _____

Phone No.: _____ Tax I.D. or Soc. Sec.#: _____

SPECS BY LOCATION/TRADE

10/17/2013

Bidding Open Date: _____

Case Number: _____

Bidding Close Date: _____

Project Manager: Matt Milcarek

Initial: _____

Phone: 269-364-2538

Address: 1015 Lane Boulevard

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

6	Section 3 Project	1.00	AL	_____	_____
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This is a Section 3 Project. The Section 3 preference bid policy, as outlined in the KNHS Section 3 Handbook, shall apply. Section 3 Businesses awarded contracts shall comply with Section 3 reporting requirements as outlined in the KNHS Section 3 Handbook, including but not limited to: Section 3 Resident Certification, Section 3 Business Certification, Project Workforce Need, General Contractor New Hires, and Time Sheets. For more information on KNHS's Section 3 policies, visit www.knhs.org/contractors

24	MANUFACTURER'S SPECS PREVAIL	1.00	GR	_____	_____
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All materials shall be installed in full accordance with the manufacturer's specifications for working conditions, surface preparation, methods, protection and testing.

25	PICTURES OF RIDGE VENT CUTOUT REQUIRED FOR PAYMENT	1.00	AL	_____	_____
----	---	------	----	-------	-------

PICTURES OF RIDGE VENT CUTOUT REQUIRED FOR PAYMENT: Clear Digital pictures of a persons fingers FULLY inside ridge vent cutout are required. Hand should but in hole as far as knuckle. Pictures may be e-mailed to roger@knhs.org. Keep your copy of pictures until confirmation that KNHS has received pictures.

26	PICTURES OF Grace Ice and Water Shield REQUIRED FOR PAYMENT	1.00	AL	_____	_____
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PICTURES OF Grace Ice and Water Shield REQUIRED FOR PAYMENT: Clear Digital pictures of Grace Ice and Water Shield are required. Take pictures of all sides of house. Pictures may be e-mailed to roger@knhs.org. Keep your copy of pictures until confirmation that KNHS has received pictures.

27	Written Proof of Final Inspection required for final payment	1.00	AL	_____	_____
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Written Proof of Final Inspection required for final payment: Contractor shall supply KNHS with written final approval of project before final payment will be issued.

28	Written Proof of Approved Building Permit required for first payment	1.00	AL	_____	_____
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Written Proof of Approved Building Permit required for first payment: Contractor shall supply KNHS with copy of Approved Building Permit of project before first payment will be issued.

31	CONSTRUCTION DEFINITIONS	1.00	GR	_____	_____
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"Install" means to purchase, set up, test and warrant a new component. When materials are noted as "provided by owner", install means to set up, test, and warrant installation of new component. "Replace" means to remove and dispose of original material, purchase new material, deliver, install, test and warrant. "Repair" means to return a building component to like new condition through replacement, adjustment and recoating of parts. "Reinstall" means to remove, clean, store and install a component. "Paint" means to apply as many coats as necessary to ensure a solid and smooth coverage of the paint color selected, so as not to show any signs of undercoat color or general under coverage of paint. "Caulk" means to apply as much caulk as necessary to ensure specific void is full at the visible surface and no crevices exist and caulk is wiped smooth.

35	VERIFY QUANTITIES/MEASUREMENTS	1.00	GR	_____	_____
----	---------------------------------------	------	----	-------	-------

All measurements (i.e SF of Drywall, or those provided w/ drawings) are for the contractor's convenience prior to a mandatory site inspection to verify all dimensions. All quantities (i.e.number of window units) are as stated. No claim for additional funds due to discrepancies in measurements or quantities shall be honored if not submitted at the time of the initial proposal.

36	BUILDING PERMIT REQUIRED	1.00	EA	_____	_____
----	---------------------------------	------	----	-------	-------

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.

Address: 1015 Lane Boulevard

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

45	CONTRACTOR PRE-BID SITE VISIT	1.00	DU	_____	_____
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The contractor must inspect the property. Submission of a bid is presumptive evidence that the bidder has thoroughly examined the site and is conversant with the requirements of the local jurisdiction.

90	18 MONTH GENERAL WARRANTY	1.00	DU	_____	_____
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Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within 18 MONTHS from final payment. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

115	PERIODICALLY REMOVE DEBRIS	1.00	DU	_____	_____
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The contractor shall clean construction debris from the dwelling and site to a dumpster or legal landfill at least once each day, and leave the property in broom clean condition at the end of the day before leaving site. In occupied dwellings, debris shall be removed from living quarters daily. For roof projects, a magnet shall be used each day for cleaning the exterior so that no nails remain on site and a tarp and/ or boards shall be used to protect shrubs and vegetation.

4399	Historic Roof Requirements	1.00	AL	_____	_____
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All work shall comply with Secretary of the Interior Standards:

Dark "D" type drip edge;

Ridge vent colored to blend with roof;

Single cut or open valleys (no woven shingle valleys);

New deck is to be installed to protect/accommodate crown moulding by installing decking to hang over 3/4" - 1" past existing or future crown moulding. IMPORTANT NOTE: In areas where crown moulding is missing, new deck installation shall allow for future reinstallation of crown moulding.

Flashing shall be a color to complement the roof color (not bright metal) and shall be properly installed: Flashing must be tucked behind siding on porches, dormers,, and side roofs; Flashing must be tucked into mortar joints of chimneys

Any unpainted wood must be painted within six months from the date of completion.

Location Total: _____

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 8 Metal Work

Custom	SOFFIT AND FASCIA REPAIR	1.00	AL	_____	_____
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Reattach all loose soffit and fascia.

Install new metal soffit and fascia where missing to match existing.

Trade: 15 Roofing

4546	EPDM--FULLY ADHEARED	1.00	AL	_____	_____
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In front dormer window area, remove all roofing and flashing down to decking. Install 55 mil EPDM, single ply roof, fully adhered with adhesive per manufacturer's specs on flat roof area and walls. Replace all flashing with the material recommended by manufacturer.

4585	REROOF--7/16" DECK/SHINGLE	1.00	AL	_____	_____
------	-----------------------------------	------	----	-------	-------

Remove all roofing to deck. Remove all existing flashing and drip edge. Repair or replace existing deteriorated sheathing with material to match existing. Repair or replace any missing or deteriorated fascia, soffit, rafter tails using materials to match existing. Install 7/16" OSB over entire roof. Install 30 lb. felt, self-sealing, and fiberglass/ asphalt DIMENSIONAL

Address: 1015 Lane Boulevard

Unit: Unit 01

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 15 Roofing

strip shingles, minimum 30 year. Install new drip edge of owner's choice from standard stock. Replace all flashing with .019 aluminum. All wall/roof intersections to include new metal flashing, neatly cut into siding with the counter flashing installed in conformance with the shingle manufacturer's specifications and all plumbing vents shall include a new metal flashing at base, with a new flexible vinyl boot properly sized to seal pipe and roof intersection. Step-flash and counter-flash chimney with aluminum. New metal counter flashing around the base of chimney shall be neatly cut into the mortar joints with a counter flashing properly sealed with urethane caulk. Install "Grace" brand (or approved equivalent) ice and water shield in valleys and 3 feet up from heated edge of house on eave edge. Shingle color choice by owner from standard stock. Shall install continuous ridge vent from rake edge to rake edge on all ridges.

4635	GUTTER-- take down and reinstall	1.00	AL	_____	_____
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Remove all existing gutters and store in a secure location for duration of shingle replacement. Upon completion of shingle replacement, re-install gutters to proper working condition. If new hangers and caulking are required for proper installation, include all labor and materials.

Location Total: _____

Unit Total for 1015 Lane Boulevard, Unit Unit 01: _____

Address Grand Total for 1015 Lane Boulevard: _____

Bidder: _____

KALAMAZOO NEIGHBORHOOD HOUSING SERVICES

BID FORM AND PROPOSAL

TO: KNHS

DATE SUBMITTED: _____

802 S. Westnedge

PROPERTY ADDRESS: 617 Dwight

Kalamazoo, MI 49008

Kalamazoo, MI 49048

The following proposal is hereby submitted as per your request dated 10/17/2013. This bid covers all work shown and/or specified in the bid documents received for this job.

TOTAL COST: _____ Project Start Date: _____ Completion Date: _____

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work with in the time stated and in strict accordance with proposed Contract Documents including furnishing of any and all labor and materials, and to do all work required to construct and complete said work in accordance with the Contract Documents for the total sum listed above as TOTAL COST.

If Awarded the Contract, the Bidder agrees to present the following documents to the Owner prior to the issuance of the 'Notice to Proceed'; valid insurance certificates as required in the 'General Conditions', all necessary building permits and a Sworn Statement for the Contractor and Subcontractor to Owner listing all of the Subcontractors and Subcontract amounts.

It is further agreed that if awarded this Contract, we would request _____ payouts with the understanding that 10% of all requested payouts will be retained until the project is completed for the approval of the Owner and all approving agents. Completion of this project will require _____ calendar days. This proposal is valid for a period of sixty (60) days.

(ITEMIZED SPECIFICATION SHEET REQUIRED WITH THIS BID SHEET)

Company Name: _____

Contractor Name: _____

Contractor Signature: _____

Address: _____

Phone No.: _____ Tax I.D. or Soc. Sec.#: _____

SPECS BY LOCATION/TRADE

10/17/2013

Bidding Open Date: _____

Case Number: _____

Bidding Close Date: _____

Project Manager: Matt Milcarek

Initial: _____

Phone: 269-364-2538

Address: **617 Dwight**

Unit: **Unit 01**

Location: **1 - General Requirements**

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

6	Section 3 Project	1.00	AL	_____	_____
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This is a Section 3 Project. The Section 3 preference bid policy, as outlined in the KNHS Section 3 Handbook, shall apply. Section 3 Businesses awarded contracts shall comply with Section 3 reporting requirements as outlined in the KNHS Section 3 Handbook, including but not limited to: Section 3 Resident Certification, Section 3 Business Certification, Project Workforce Need, General Contractor New Hires, and Time Sheets. For more information on KNHS's Section 3 policies, visit www.knhs.org/contractors

24	MANUFACTURER'S SPECS PREVAIL	1.00	GR	_____	_____
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All materials shall be installed in full accordance with the manufacturer's specifications for working conditions, surface preparation, methods, protection and testing.

25	PICTURES OF RIDGE VENT CUTOUT REQUIRED FOR PAYMENT	1.00	AL	_____	_____
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PICTURES OF RIDGE VENT CUTOUT REQUIRED FOR PAYMENT: Clear Digital pictures of a persons fingers FULLY inside ridge vent cutout are required. Hand should but in hole as far as knuckle. Pictures may be e-mailed to roger@knhs.org. Keep your copy of pictures until confirmation that KNHS has received pictures.

26	PICTURES OF Grace Ice and Water Shield REQUIRED FOR PAYMENT	1.00	AL	_____	_____
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PICTURES OF Grace Ice and Water Shield REQUIRED FOR PAYMENT: Clear Digital pictures of Grace Ice and Water Shield are required. Take pictures of all sides of house. Pictures may be e-mailed to roger@knhs.org. Keep your copy of pictures until confirmation that KNHS has received pictures.

27	Written Proof of Final Inspection required for final payment	1.00	AL	_____	_____
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Written Proof of Final Inspection required for final payment: Contractor shall supply KNHS with written final approval of project before final payment will be issued.

28	Written Proof of Approved Building Permit required for first payment	1.00	AL	_____	_____
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Written Proof of Approved Building Permit required for first payment: Contractor shall supply KNHS with copy of Approved Building Permit of project before first payment will be issued.

31	CONSTRUCTION DEFINITIONS	1.00	GR	_____	_____
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"Install" means to purchase, set up, test and warrant a new component. When materials are noted as "provided by owner", install means to set up, test, and warrant installation of new component. "Replace" means to remove and dispose of original material, purchase new material, deliver, install, test and warrant. "Repair" means to return a building component to like new condition through replacement, adjustment and recoating of parts. "Reinstall" means to remove, clean, store and install a component."Paint" means to apply as many coats as necessary to ensure a solid and smooth coverage of the paint color selected, so as not to show any signs of undercoat color or general under coverage of paint. "Caulk" means to apply as much caulk as necessary to ensure specific void is full at the visible surface and no crevices exist and caulk is wiped smooth.

35	VERIFY QUANTITIES/MEASUREMENTS	1.00	GR	_____	_____
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All measurements (i.e SF of Drywall, or those provided w/ drawings) are for the contractor's convenience prior to a mandatory site inspection to verify all dimensions. All quantities (i.e.number of window units) are as stated. No claim for additional funds due to discrepancies in measurements or quantities shall be honored if not submitted at the time of the initial proposal.

36	BUILDING PERMIT REQUIRED	1.00	EA	_____	_____
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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.

Address: 617 Dwight

Unit: Unit 01

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

45	CONTRACTOR PRE-BID SITE VISIT	1.00	DU	_____	_____
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The contractor must inspect the property. Submission of a bid is presumptive evidence that the bidder has thoroughly examined the site and is conversant with the requirements of the local jurisdiction.

90	18 MONTH GENERAL WARRANTY	1.00	DU	_____	_____
----	----------------------------------	------	----	-------	-------

Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within 18 MONTHS from final payment. Further, contractor shall furnish owner with all manufacturers' and suppliers' written warranties covering items furnished under this contract prior to release of the final payment.

115	PERIODICALLY REMOVE DEBRIS	1.00	DU	_____	_____
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The contractor shall clean construction debris from the dwelling and site to a dumpster or legal landfill at least once each day, and leave the property in broom clean condition at the end of the day before leaving site. In occupied dwellings, debris shall be removed from living quarters daily. For roof projects, a magnet shall be used each day for cleaning the exterior so that no nails remain on site and a tarp and/ or boards shall be used to protect shrubs and vegetation.

Location Total: _____

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 15 Roofing

4585	REROOF--7/16" DECK/SHINGLE	1.00	AL	_____	_____
------	-----------------------------------	------	----	-------	-------

Remove roof to deck. Remove all existing flashing and drip edge. Repair or replace existing deteriorated sheathing with material to match existing. Repair or replace any missing or deteriorated fascia, soffit, rafter tails using materials to match existing. Install 7/16" OSB over entire roof. Install 30 lb. felt, self-sealing, and fiberglass/ asphalt DIMENSIONAL strip shingles, minimum 30 year. Install new drip edge of owner's choice from standard stock. Replace all flashing with .019 aluminum. All wall/roof intersections to include new metal flashing, neatly cut into siding with the counter flashing installed in conformance with the shingle manufacturer's specifications and all plumbing vents shall include a new metal flashing at base, with a new flexible vinyl boot properly sized to seal pipe and roof intersection. Step-flash and counter-flash chimney with aluminum. New metal counter flashing around the base of chimney shall be neatly cut into the mortar joints with a counter flashing properly sealed with urethane caulk. Install "Grace" brand (or approved equivalent) ice and water shield in valleys and 3 feet up from heated edge of house on eave edge. Shingle color choice by owner from standard stock. Shall install continuous ridge vent from rake edge to rake edge on all ridges.

Exclude front porch.

Location Total: _____

Unit Total for 617 Dwight , Unit Unit 01: _____

Address Grand Total for 617 Dwight : _____

Bidder: _____

KALAMAZOO NEIGHBORHOOD HOUSING SERVICES

BID FORM AND PROPOSAL

TO: KNHS

DATE SUBMITTED: _____

802 S. Westnedge

PROPERTY ADDRESS: 729 Axtell

Kalamazoo, MI 49008

Kalamazoo, MI 49008

The following proposal is hereby submitted as per your request dated 10/17/2013. This bid covers all work shown and/or specified in the bid documents received for this job.

TOTAL COST: _____ Project Start Date: _____ Completion Date: _____

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work with in the time stated and in strict accordance with proposed Contract Documents including furnishing of any and all labor and materials, and to do all work required to construct and complete said work in accordance with the Contract Documents for the total sum listed above as TOTAL COST.

If Awarded the Contract, the Bidder agrees to present the following documents to the Owner prior to the issuance of the 'Notice to Proceed'; valid insurance certificates as required in the 'General Conditions', all necessary building permits and a Sworn Statement for the Contractor and Subcontractor to Owner listing all of the Subcontractors and Subcontract amounts.

It is further agreed that if awarded this Contract, we would request _____ payouts with the understanding that 10% of all requested payouts will be retained until the project is completed for the approval of the Owner and all approving agents. Completion of this project will require _____ calendar days. This proposal is valid for a period of sixty (60) days.

(ITEMIZED SPECIFICATION SHEET REQUIRED WITH THIS BID SHEET)

Company Name: _____

Contractor Name: _____

Contractor Signature: _____

Address: _____

Phone No.: _____ Tax I.D. or Soc. Sec.#: _____

SPECS BY LOCATION/TRADE

10/17/2013

Bidding Open Date: _____

Case Number: _____

Bidding Close Date: _____

Project Manager: Matt Milcarek

Initial: _____

Phone: 269-364-2538

Address: **729 Axtell**

Unit: **Unit 01**

Location: **1 - General Requirements**

Approx. Wall SF: 0

Ceiling/Floor SF: 0

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

6	Section 3 Project	1.00	AL	_____	_____
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This is a Section 3 Project. The Section 3 preference bid policy, as outlined in the KNHS Section 3 Handbook, shall apply. Section 3 Businesses awarded contracts shall comply with Section 3 reporting requirements as outlined in the KNHS Section 3 Handbook, including but not limited to: Section 3 Resident Certification, Section 3 Business Certification, Project Workforce Need, General Contractor New Hires, and Time Sheets. For more information on KNHS's Section 3 policies, visit www.knhs.org/contractors

24	MANUFACTURER'S SPECS PREVAIL	1.00	GR	_____	_____
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All materials shall be installed in full accordance with the manufacturer's specifications for working conditions, surface preparation, methods, protection and testing.

25	PICTURES OF RIDGE VENT CUTOUT REQUIRED FOR PAYMENT	1.00	AL	_____	_____
----	---	------	----	-------	-------

PICTURES OF RIDGE VENT CUTOUT REQUIRED FOR PAYMENT: Clear Digital pictures of a persons fingers FULLY inside ridge vent cutout are required. Hand should but in hole as far as knuckle. Pictures may be e-mailed to roger@knhs.org. Keep your copy of pictures until confirmation that KNHS has received pictures.

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28	Written Proof of Approved Building Permit required for first payment	1.00	AL	_____	_____
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----	---------------------------------	------	----	-------	-------

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35	VERIFY QUANTITIES/MEASUREMENTS	1.00	GR	_____	_____
----	---------------------------------------	------	----	-------	-------

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36	BUILDING PERMIT REQUIRED	1.00	EA	_____	_____
----	---------------------------------	------	----	-------	-------

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.

Location: 1 - General Requirements

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
--------	------	----------	-------	------------	-------------

Trade: 1 General Requirements

45 CONTRACTOR PRE-BID SITE VISIT 1.00 DU _____

The contractor must inspect the property. Submission of a bid is presumptive evidence that the bidder has thoroughly examined the site and is conversant with the requirements of the local jurisdiction.

90 18 MONTH GENERAL WARRANTY 1.00 DU _____

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115 PERIODICALLY REMOVE DEBRIS 1.00 DU _____

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4399 Historic Roof Requirements 1.00 AL _____

All work shall comply with Secretary of the Interior Standards:

Dark "D" type drip edge;

Ridge vent colored to blend with roof;

Single cut or open valleys (no woven shingle valleys);

New deck is to be installed to protect/accommodate crown moulding by installing decking to hang over 3/4" - 1" past existing or future crown moulding. IMPORTANT NOTE: In areas where crown moulding is missing, new deck installation shall allow for future reinstallation of crown moulding.

Flashing shall be a color to complement the roof color (not bright metal) and shall be properly installed: Flashing must be tucked behind siding on porches, dormers,, and side roofs; Flashing must be tucked into mortar joints of chimneys

Any unpainted wood must be painted within six months from the date of completion.

Location Total: _____

Location: 2 - Exterior

Approx. Wall SF: 0

Ceiling/Floor SF: 0

Spec #	Spec	Quantity	Units	Unit Price	Total Price
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Trade: 15 Roofing

4585 REROOF--SHINGLE 1.00 AL _____

Remove roof to deck. Remove all existing flashing and drip edge. Repair or replace existing deteriorated sheathing with material to match existing. Repair or replace any missing or deteriorated fascia, soffit, rafter tails using materials to match existing. Install 30 lb. felt, self-sealing, and fiberglass/ asphalt DIMENSIONAL strip shingles, minimum 30 year. Install new black drip edge. Replace all flashing with .019 aluminum. All wall/roof intersections to include new metal flashing, neatly cut into siding with the counter flashing installed in conformance with the shingle manufacturer's specifications and all plumbing vents shall include a new metal flashing at base, with a new flexible vinyl boot properly sized to seal pipe and roof intersection. Step-flash and counter-flash chimney with aluminum. New metal counter flashing around the base of chimney shall be neatly cut into the mortar joints with a counter flashing properly sealed with urethane caulk. Install "Grace" brand (or approved equivalent) ice and watershield in valleys and 3 feet up from heated edge of house on eave edge. Shingle color choice by owner from standard stock. Shall install continuous ridge vent from rake edge to rake edge on all ridges.

Location Total: _____

Unit Total for 729 Axtell , Unit Unit 01: _____

Address Grand Total for 729 Axtell : _____

Bidder: _____