

## **PROGRAM ADDRESS SCOPE OF WORK**

### **OVERVIEW**

This Bridging Neighborhoods (“BN”) Request for Proposal (“RFP”) consists of a single home requiring a full renovation. BN only accepts bids from Pre-Qualified Contractors (via BN RFQQ), who attend the mandatory pre-bid walk and have submitted pricing within the established target price range.

### **SCOPE OF WORK**

BN requires all program homes to be renovated to meet BN Construction Quality Standards (“Construction Standards”) and any home-specific Standard Modifications. A mandatory pre-bid walk is held to provide a clear and concise overview of the program’s expectations as described in the Construction Standards and Standard Modifications provided within this RFP.

The full scope of work is made up of 4 parts, included in the attached document, “Program Address Scope of Work.”

- Part I – Standard Modifications
- Part II – BN Construction Quality Standards
- Part III – Product Specifications
- Part IV – Hazardous Materials Survey

Note that change orders will not be approved for any condition that was present and visible at the time of the mandatory pre-bid walk but was not taken into account in the Contractor’s bid.

### **SCHEDULE**

BN requires all Pre-Qualified Contractors to complete home renovations in 4 months or less from the date the Notice to Proceed (“NTP”). Due to the time between RFP response and NTP, the construction schedule will be requested from the Contractor within a week of the NTP and will be reviewed and approved by BNP.

The mutually-agreed upon schedule will be the basis for all construction timelines and must include, at a minimum, an estimated date for:

- Completion of rough permitting;
- 30-day notice to completion; AND
- 2-week notice to completion.

Delays attributed to contractor negligence throughout construction, especially delays in the final 2-week period, can be penalized with liquidated damages of up to \$150 per day.

### **MINIMUM QUALIFICATIONS**

BN prioritizes providing homes to future homeowners in a timely manner. Minimum qualifications are observed to keep each home on schedule throughout the procurement and construction processes. While only Pre-Qualified Contractors are invited to respond, if the Contractor’s response does not meet the following qualifications, it will not be considered for evaluation:

- The Contractor must attend the mandatory pre-bid walk.
  - The pre-bid walk will begin at **9:00 am on Tuesday, March 2, 2021.**
- The Contractor must respond within the established target pricing.
- Current single and aggregate bond capacity must be sufficient to include the Contractor’s total bid response.
  - If the Pre-Qualified Contractor submits a bid that exceeds either the single or the aggregate bond capacity letter on file, the Contractor will be given 3 business days to provide an updated bonding letter supporting the bid response. If an updated bond letter is not provided timely, BN reserves the right to reject the bid as not meeting the minimum qualifications.

### **PRICING**

- The established target price range for renovations at Program Address is: **\$91,500 - \$101,500.**

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### REQUIRED SUBMISSIONS

- Provide total cost for requested renovations in Oracle.

### EVALUATION CRITERIA

BN utilizes a Pre-Qualification process for its general contractors (RFQQ); at the time of Pre-Qualification, information was provided by each contractor regarding its capabilities, staff and company experience. **The Evaluation Committee for this RFP will utilize what is on file from the contractor's RFQQ submission, unless updated documentation is submitted with the contractor's response.** If the contractor does not have any changes to the documents listed below, there is no need to submit the same documents again. The following information is on file for each contractor and will be assumed up-to-date at the time of submission unless noted otherwise:

- Single and Aggregate bond capacity letter

Note that it is BN policy that Contractors new to the program or with poor past performance are not allowed more than one contract award simultaneously. In order to be eligible to receive more than one contract award simultaneously:

- The Contractor must have completed at least one home in the BN program previously (I.E., First time contractors with BN will not be awarded more than one contract award at a time). Completion of a home is generally contingent on a final punch walk and/or key hand-off to BN AND
- The Contractor must have an average Contractor Assessment score of 3.0 or higher from the prior completed BN renovations.
  - Note that ALL Pre-Qualified Contractors are eligible to bid on all RFPs. If the Contractor does not meet both of the criteria above and receives the highest score on more than one bid packet being reviewed at the same time, BN reserves the right to determine which one bid packet is awarded to the Contractor and subsequently determine the bid packet(s) for which the Contractor is no longer eligible.

All proposals that are deemed to have met the minimum criteria noted in the Minimum Qualifications section will be evaluated based on the Evaluation Criteria below.

Evaluation Criteria & Description		Points
<b>Capacity</b>	Capacity is determined based on percent of capacity available at the time of RFP close (total \$ of open BN projects divided by total \$ aggregate bonding capacity). Highest points will be awarded to the lowest capacity percentage.	<b>25</b>
<b>Cost</b>	Highest points will be awarded to the lowest submitted response that is within the established target price range.	<b>25</b>
<b>Detroit Partnership</b>	Contractors demonstrating a joint or mentor venture partnership with a Detroit certified business receive an additional 10 points.	<b>10</b>

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### PART I – STANDARD MODIFICATIONS

#### A. Compliance (Code, Warranty & Hazardous Materials)

1. Compliance (Hazardous Materials - Asbestos): Per Hazardous Material Survey, all asbestos containing materials and assumed asbestos containing materials within the survey, with the exception of the roof seam sealant, will be abated and cleared prior to the General Contractor receiving a Notice to Proceed. For asbestos containing materials identified on the roof ("roof seam sealant (black)") it is the responsibility of the General Contractor to utilize proper asbestos abatement methods when removing and reinstalling or repairing the roof. All applicable work practices in the OSHA Standard must be observed by the General Contractor in completing the SOW and any forthcoming, approved change orders; all applicable prohibitions in the OSHA Standard must be adhered to.
2. Compliance (Hazardous Materials – Mold): Per BN Construction Quality Standards, it is the responsibility of the General Contractor to remove all mold.

#### B. Security

1. No changes to standards noted.

#### C. Interior

1. Utilize **Slate Package** for this renovation:

Slate Package				
Product	Color	Specification	Model #	SKUs
Shingles	Weatherwood	IKO		
Exterior Trim	White	Sherwin Williams		
Siding	Flagstone	American Legend	4011997	1482047
Paint - General	Lazy Gray	Sherwin Williams	Flat	
Paint - Kitchen; Bathroom Walls	Lazy Gray	Sherwin Williams	Egg Shell	
Paint – Trim	Dover White	Sherwin Williams	Satin	
Paint - Ceiling	Dover White	Sherwin Williams	Flat	
Paint - Kitchen Ceiling	Dover White	Sherwin Williams	Satin	
Paint - Bathroom Ceiling	Dover White	Sherwin Williams	Egg Shell	
Countertop Laminate	Madura Pearl	Bulk Order		
Cabinets	Slate	Lexington - Maple	Smart	Special Order
Carpet	Maverick	Traffic Master – Gallop	H20277831200	1003067656
LVT	Weathered Stock Chestnut	Allure Plank	83312	1001297634

2. Provide gas and electric connection for stove.
3. Provide gas and electric connection for dryer.
4. Provide connection for dishwasher

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5. Stain kill walls for smoke and soot mitigation
6. Build an additional bedroom in the attic
7. Replace damaged wood, drywall throughout home
8. The kitchen will have approximately 13 cabinets total. Please note that this is a high-level estimate and is subject to change.

### **D. Exterior**

1. Replace the main sewer from the inside trap, (including trap) to the end of the property line at the alley. A video scope of the sewer to the main is required on every home.
2. Replace siding where needed; any siding retained shall be power washed, caulked, primed, and painted for 100% coverage, no bleed through or flashing (See Construction Quality Standards under Exterior)
3. Add fence to enclose yard; add gate
4. Remove chimney
5. Replace roof

## **PART II – BN CONSTRUCTION QUALITY STANDARDS**

### **A. Compliance (Code, Warranty & Hazardous Materials)**

1. Code – All BN homes must be up to current building code, as evidenced by approved permits from the City of Detroit's Buildings, Safety, Environmental and Engineering Department ("BSEED"). This includes compliance with:
  - a. 2015 Michigan Residential Code;
  - b. 2015 Michigan Rehabilitation Code; AND
  - c. 2015 Michigan Energy Code.
2. Code – In order to complete a renovation, BN requires proof of approved permits. BN will notify the General Contractor ("GC") of any missing permit approvals no later than the first punch walk.
3. Code – BN also employs exterior and interior requirements to ensure the delivery of homes in a consistent manner for all Future homeowners. These requirements are described in Section C and Section D below.
4. Warranty – All BN homes must be warranted by the GC for a total of 18 months from the date of key handoff.
  - a. Warrantying an item includes items that are renovated, as well as items that are inspected by the Contractor and deemed to not require renovation in order to meet code and/or be functional for at least 18 months from the date of key handoff.
  - b. The performance/payment bond is converted into a warranty bond after the key handoff and final payment. BN reserves the right to pull on the warranty bond if the GC is non-responsive to Future homeowners' warranty calls in the 18-month period following key handoff.
5. Hazardous Materials – All BN homes receive a hazardous material survey, provided to the contractor in Part IV. BN focuses on the monitoring and clearance of the materials listed below; any materials identified in the survey outside of those listed below will be addressed in the Standard Modifications.
  - a. Asbestos – BN contracts for any necessary abatement of asbestos-containing materials from the home prior to the GC receiving a Notice to Proceed ("NTP"). A post-abatement clearance is obtained by BNP. The GC will not have any involvement in the inspection, abatement, or clearance of asbestos-containing materials, however, in the instance asbestos-containing materials are determined by

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BN to be capable of safe encapsulation, this will be noted within the Standard Modifications (Part I).

- b. Lead in water – BN requires all lead service lines to be removed and replaced with copper, both on the private and public sides. BN contracts for any necessary water service line replacements where lead service lines are present. If a change out is needed, the entire service line from the home to the main is replaced. This is not the responsibility of the GC, though may require coordination with the GC during construction.
- c. Lead dust – All BN homes were built prior to 1978 unless otherwise noted on the Standard Modifications and therefore BN assumes lead-based materials to be in the home. BN requires all GCs to use EPA RRP lead safe practices throughout the entire construction period and obtains a clearance at the end of construction to ensure the home is safe for occupancy. BN shall cover the cost of the approved lead dust clearance; any failed lead dust clearance will be charged back to the GC on the final pay application.
- d. Mold – If mold is identified within the home's hazardous material survey, it is the responsibility of the GC to remove all mold and will not be included in the Standard Modifications. BN shall cover the cost of the approved mold clearance; any failed mold clearance will be charged back to the GC on the final pay application.

### **B. Security**

1. The GC is responsible for security of the home and all of its contents from the time the NTP is sent until the keys are turned over at the completion of construction.
  - a. BN will have Secure View installed at homes prior to starting construction.
  - b. Field staff will ensure Secure View is still properly installed at the time of notice to proceed. If/when the GC removes the Secure View during construction, the GC is responsible for the proper reinstallation.
2. At the time of key handoff, GC is no longer responsible for the security of the home and BN will take over all security responsibility.
3. At the time of key handoff, if the closing is not scheduled for the same day, the Secure View will stay installed.
  - a. On the day of the closing, whether it is the day of key hand off or a later date, the GC will be responsible for the removal of Secure View and taking it off site, as well as any touch ups as needed on the window wrap and/or paint.
  - b. BN will notify the GC regarding the scheduling of the closing date and any schedule changes that might occur, to ensure proper coordination for Secure View removal.

### **C. Interior**

1. All rotted wood on or in home shall be removed and replaced.
2. All unlevelled floors shall be leveled.
3. Electrical shall be replaced or repaired to meet code, at the discretion of the GC.
4. All HVAC shall be replaced or repaired to meet code, at the discretion of the GC.
  - a. Complete heating and ventilating system shall be sized for the home;
  - b. Any retained ductwork shall be cleaned;
  - c. The furnace shall be 95% or greater energy efficiency;
  - d. The system shall be prepped for future AC conversion; to include "A" coil. AND
  - e. The PVC power vent shall be through sidewall.
5. Any existing lead plumbing shall be demolished; all installed plumbing shall be PEX; this also includes drains.

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- a. The water heater shall be a 95% high efficiency, 40-gallon power vent unit. AND
  - b. The PVC power vent shall be through sidewall.
6. Basement walls and floors shall be finished in a manner to reduce water infiltration as much as possible.
  - a. All basement wall cracks shall be caulked;
  - b. All basement walls shall be painted with DryLok or equivalent; AND
  - c. Basement floor shall be painted and sealed.
7. All partition walls in basement should be demolished unless otherwise noted in standard modifications.
8. Any exposed exterior wall or ceiling should be insulated per Michigan Energy Code.
9. All interior doors shall be adjusted, repaired, or replaced to open and shut properly.
  - a. All door hardware shall be replaced per product specifications;
  - b. All doors shall be painted; AND
  - c. All doors shall have a door stop.
10. Provide utility hookup at stove and dryer locations per Standard Modifications.
11. Provide connection and cabinet space for microwave.
12. Provide cabinet space for dishwasher.
13. Install adequate lighting throughout home per code.
14. All steps shall be repaired or installed per code.
15. All handrails shall be repaired or installed to meet code and painted to match trim.
16. All windows shall be in working condition; it is up to the GC to determine if repair or installation of new windows is required to achieve working condition.
  - a. If installation of new windows is determined, new windows shall be single-hung vinyl low-E insulated glass for main floor/upper level windows and glass block for basement windows.
  - b. Working condition of windows includes the provision of a functional window screen. Window screens shall not have any holes at time of key handoff.
17. All interior trim and/or woodwork shall be repaired or replaced as needed with a consistent profile to match existing interior trim and/or woodwork.
18. Any painted surfaces should be prepared, primed, and painted for 100% coverage, no bleed through or flashing.
  - a. As noted in Section A-5 above, ALL BN homes were built prior to 1978 therefore lead safe practices are required;
  - b. All paint colors and sheens shall be determined based on package selection indicated in standard modifications; AND
  - c. All drywall shall be finished to Level 3 or better.
19. Provide new toilet, sink, vanity, bathtub, and fixtures in bathroom per product specifications unless otherwise noted.
20. Provide and run a dehumidifier with hose running to drain immediately after electric service is established in the home.
  - a. The dehumidifier shall be left in home for future homeowner.
  - b. BN is responsible for all utility bills throughout construction; GC must coordinate with BN for establishing utilities.
21. Provide smoke & carbon monoxide detector per code.
22. Bedrooms shall have combo ceiling fan and light per product specifications.
23. All bedrooms and walkways shall be carpeted, unless noted otherwise in Standard Modifications.

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24. The entryway, kitchen, dining room and all bathrooms shall be tiled with LVT.
25. Provide connection for laundry facilities in basement per Standard Modifications.
  - a. Laundry connection and set up to include a laundry tub per product specifications.
26. At the end of construction and before the lead dust clearance is scheduled, all surfaces inside the home shall be cleaned in accordance with EPA RRP standards.

### D. Exterior

1. All debris shall be removed from yard including trash and construction debris. No construction debris shall be left under porches/enclosed areas. Contractor will be required to come back and remove at no cost to BN if discovered. Overgrown vegetation to be cut down to ground level and removed (not including any trees over 10 inches in diameter).
2. A positive grade away from the home must be attained.
  - a. Any disturbed soil must be raked and/or replaced with top soil where needed; AND
  - b. Any disturbed soil must be seeded.
3. All BN homes shall have a roof that is warranted by the GC for an 18-month period from key handoff.
  - a. The determination of roof replacement or repair shall be determined by the GC;
  - b. All rotted or damaged wood on roof shall be removed and replaced prior to roofing installation; AND
  - c. All roof replacements must be stripped to the deck.
4. All masonry shall be inspected, and tuck pointed unless otherwise noted in Standard Modifications.
5. Regarding any non-brick exteriors:
  - a. Unless noted otherwise in Standard Modifications, any aluminum siding shall be removed and replaced with vinyl siding.
  - b. Existing vinyl siding that is retained shall be power washed, caulked, primed, and painted for 100% coverage, no bleed through or flashing.
  - c. Vinyl siding color should be consistent throughout home.
  - d. All cedar shake to be covered with vinyl siding unless otherwise stated.
6. Secure and install mesh cap on any chimney or exhaust not being used.
7. All exterior cantilever buildings or decks must be enclosed with lattice.
8. All gutters shall be in working condition; it is up to the GC to determine if repair or installation of new gutters is required to achieve working condition.
  - a. Whether repaired or replaced, gutters shall not leak or have rust.
  - b. All gutter systems that are attached to the home (deck not included) shall include 4-6 foot downspout extensions.
  - c. All downspout extensions shall be installed in a direction that does not impact neighbors' property.
9. Sewer must be snaked and scoped to confirm there are no blockages and no repairs needed to ensure proper functionality for an 18-month period from key handoff.
  - a. Video of scope must be submitted to BN in order for payment.
  - b. If a blockage or other repair is needed on the sewer line or associated J-, P-, or S-traps, BN will request pricing from the GC to be applied to the contract contingency (i.e., in addition to the GC bid).
10. Any flashing shall be repaired or installed per code.
11. All steps shall be repaired or installed per code.
12. All handrails shall be replaced or installed per code using weather-resistant material.

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13. Any painted surfaces should be prepared, primed and painted for 100% coverage, no bleed through or flashing.
14. All first-floor exterior doors shall include an additional security door.
  - a. All security doors shall be key operable from the outside only and include a cover over the inside deadbolt.
15. All exterior doors, including security doors, must be keyed alike.
  - a. Four (4) identical keys must be provided at key handoff.
16. Provide a mailbox hung on exterior of home that includes address numbers.
17. All porches must adhere to #1, #4, #5, #7, #11, #12, and #13 where applicable.
  - a. Porches with cement caps shall be painted.
18. Unless otherwise noted in the Standard Modifications, all garages are to be brought up-to-code. If after further inspection GC determines garage is not structurally sound, garage is to be demolished.
19. At the end of construction and before the lead dust clearance is scheduled, all surfaces outside the home shall be cleaned in accordance with EPA RRP standards.
20. GC is responsible for the removal of all debris resulting from construction. This includes living spaces as well as non-living spaces such as the attic, crawl-space, under porches, or any other non-living space in the property.

### **E. Exclusions**

1. Asbestos survey, abatement, and post-abatement clearance
2. Mold survey, report and approved post-removal clearance
3. Approved lead dust clearance
4. Initial boarding up of the structure
5. Large tree removal (over 10 inches in diameter)



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**PART III – PRODUCT SPECIFICATIONS** *All items that include specific model numbers in the list below can be purchased at Home Depot.*

Product	Color	Specification	Model #	SKU
Vanity/With Basin - Glacier Bay	White	30 1/2 in	GB30P2COM-WH	631264
Vanity/With Basin - Glacier Bay	White	24 1/2	GB24P2COM-WH	101505
Pedestal Sink - American Standard	White	Single hole for faucet	467100.02	1001200680
Bathroom Faucet - Glacier Bay	Chrome	4 in/ 2 handle	67091W-6A01	505838
Tub & Shower handle - Moen	Chrome	1 Handle 4 spray tub & Shower faucet with Valve	H597	1002081930
Shower Curtain Rod - Glacier Bay	Chrome	60 in. Aluminum	HD14016	1001227501
Medicine Cabinet - Zenith	Chrome	Plastic, surface or recessed mount	X2411	1002749440
Vanity Light - Hampton Bay	Chrome	4 light Chrome Raceway Light	EW554CH	644257
Bathroom Mirror - Glacier Bay	Chrome	24 in. W x 30 in. L Beveled Edge Bath Mirror	81173	1001085210
Ceiling Exhaust Fan with light - NuTone	White	50 CFM Ceiling Exhaust Bath Fan with Light	763N	1001528564
Toilet - Glacier	White	2-piece 1.28 GPF High Efficiency Single Flush	N2428RB/N2428T	686826
Bathtub - Bootz Industries	White	Aloha 5 ft. Right Hand Drain Soaking Tub in White	011-2364-00	1002855244
Kitchen Sink - Glacier Bay	Stainless Steel	33 x 22 in 4 hole Double Bowl	HDDB332264	755731
Kitchen Faucet - Glacier Bay	Chrome	Single Handle w Sprayer	67552-1101	1002974601
Garbage Disposal	Black	1/2 HP Insinkerator Badger 500	Badger 500	795477
Laundry Tub	White	Mustee Utilatub 24x20	19F	826474
Laundry Tub Faucet	Brass	Glacier Bay 2 Handle Laundry Faucet in Rough Brass	4211N-0001	238178
Washing Machine Outlet Box - Oatey	White	Quadro 1/4 Turn PEX Standard Display	38528	1000044827
General Lighting Designer Fountain	Brushed Nickel	2 Light Flush Mount	EFG8012A-BN	701704
Bedroom Lighting (If we spec no fan)	Brushed Nickel	13 in. Frosted Glass Flush Mount	JAL8011L/BN	1001720499
Bedroom Fan/ Light Combo, Hugger	Brushed Nickel	52 in. LED Indoor Brushed Nickel Ceiling Fan with Light Kit	AL383LED-BN	1002269802
Interior Door Slab	White	Textured Molded Composite, Panel	THDJW136501026	198225
Interior Door Prehung	White	6 Panel Single Prehung Interior Door	THDJW136500911	310939
Door Stops	Satin	Everbuilt	Value Pack	489247/497111
Bio Fold Doors	White	Textured Molded Composite, Bifold	THDJW160600147	311574
Exterior Front Entry Door-	White	Steel Front Door - With window	THDJW184520210	827358
Exterior Back Entry Door-	White	Steel Door - No window	THDJW166100278	827643
Back and Side Security Door	White	Outswing Steel Security Door with Expanded Metal Screen	50121	361510
Door Hardware - Defiant	Satin Nickel	Passage or Privacy	TGX230/TGX210	883767
Door Hinges - Everbilt	Satin Nickel	3-1/2 in. x 5/8 in. (pack of 12)	16909	754269
Wall Mounted Mailbox	Black	Steel box with lock	Model # 631-14-BLK	1002093521
Bi-Fold Door Pulls	Satin Nickel	1-11/16 in	N7372	668509
Exterior Door Hardware - Defiant	Stainless Steel	Entry knob and Deadbolt , 2 pack	B86L1D	831255
Towel Bar, TP holder, Hand Towel, Hook	Chrome	4 piece bathroom hardware	DS2400PC	701280
Windows	White	Single hung low E insulated glass		
Hot Water Tank		95% efficiency, 40 Gallon		
Furnace		95% efficiency furnace, flu, gas, electrical connections, thermostat, 5 wire, boot, registers, and A coil		
Bathroom Tile	Restore Bright White	Daltile - 4-1/4 in. x 4-1/4 in. Glazed Ceramic Bullnose Trim Tile	RE15S4449CC1P2	1003888925

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**PART IV – HAZARDOUS MATERIALS SURVEY, Program Address**

*Survey for Program Address begins on next page.*

SAMPLE