

**Bid Posted 3/2/2021 Bid**  
**Due Back 3/29/2021 By**  
**2:00PM**

**Affordable Homeownership Foundation**

**Address: 12614 Seventh Street**  
**City, State Zip: Fort Myers, FL**  
**33905SPEC Phone # 239-689-4944**  
**Strap**

**Date: March 2, 2021**

**240 Day Job**

**All construction shall be in compliance with the 2014 Florida Building Code, Building, Residential, Existing Building, Plumbing, and Mechanical with 2009 Supplements. The 2011 National Electrical Code. All Lee County Ordinances. And all current Florida State Statues, to include # 553.844 and #553.885.**

**Contractors shall be responsible for all dimensions, locations, and quantities. All color samples shall be submitted and approved by this office prior to work commencing.**

**Note: No deviation from this specification will be permitted without written and signed authorization by Affordable Homeownership Foundation Inc.**

**Documentation and photos shall be provided for all Energy Star Qualified materials and products installed.**

## **SCHEDULE OF WORK**

### **DESCRIPTION**

1. **Demolition:** Remove and haul away the **entire structure**. This is to be dismantled in an orderly fashion with as little damage to the surrounding neighbors. **Keep the Impact Windows and protect them from damage during the demolition.** Install perimeter construction fence prior to the start of the demolition and remove once all work has been completed. Items included with the complete demolition include the following items:
  - A. Demolition to include entire roof structure, exterior and interior walls, floor slabs and footers, planting bed bricks, driveway finished surface as well as all mechanical hook ups. Electrical overhead power shall be disconnected from the structure and rolled up

on electrical pole for future use. Remove and dispose all exterior wood fencing and posts.

- B. Septic tank shall be pumped out and the entire system shall be abandoned per Health Department requirements and guidelines.
- C. HVAC units will be properly removed in accordance with local codes.
- D. Site work/grading work as required to level the old house pad and driveway to maintain no water runoff to affect the neighboring properties.
- E. Clean up and leave entire exterior premises clean and free of debris and make sure no potential hazard exists. Contractor will be responsible for repairs to neighboring structures caused by the demolition. All work to be completed in a workmanlike manner and be to all local codes.

- 2. **Permits:** Obtain all necessary permits and all necessary documents (Con-currency Requirements, etc.) from Federal, State and local governmental agencies prior to commencement of any work. Furnish copies of permits and all necessary documents to Lee County Human and Veteran Services prior to commencement of any work. Permits will cover all work completed under schedule of work for general, electrical, plumbing, HVAC, and roofing. All fees shall be paid by contractor for permits required by application. All inspection scheduling shall be the responsibility of the general contractor.

Total Demolition:

\$ \_\_\_\_\_

Reconstruction:

Rebuild the entire home to code using the existing footprint  
And adding another bedroom and reconfiguring the living  
space in the new home to allow for a third bedroom and  
adding a laundry room and carport as per the existing footprint

The New home to be built will be a three bedroom 2 bath  
home, use existing Impact windows in new construction

The Existing Home had active termites so the slab and  
surrounding area will need to be treated for termites before  
new construction is to be built.

Total Reconstruction Price:

\$ \_\_\_\_\_

The completion of construction, inspection and acceptance of this project is required by  
December 31<sup>st</sup> 2021

Affordable Homeownership Foundation is responsible for contractor selection and oversight of the project. The Affordable Homeownership Foundation Project Manager will arrange for contractor site inspections prior to submission of payment requests.

The Affordable Homeownership Foundation Project Manager is: Lois Healy is the designated contact for all questions and issues pertaining to the overall project contract. All invoices and required reports from the General Contractor are to be submitted to Lois Healy, who will review them for completeness, to include all required inspection documentation, and submit them to the Lee County Human & Veteran Services and submit for approval and payment as appropriate.

## **I. Contractor Statement-of-Work (SOW)**

1. Demolish & Rebuild home to current codes and standards (See demolition standards attached)
2. Assure complete removal and clean-up of all materials and scraps during the installation process and upon completion of the work.
3. Provide and post all required permits and licenses, and obtain all required building inspection approvals.
4. Bid guarantee (5% of bid price), 100% payment bond and 100% performance bond are required for this project.
5. Provide Certificates of Insurance Naming Affordable Homeownership Foundation and Lee County Human & Veteran Services & Board of County Commissioners as additional insureds.
6. Other contractual requirements:
  - a. Provide details of the warranty.
  - b. Provide a major milestone schedule for the project and maintain a current version of the milestone progress and projection; completion milestones must include inspection and acceptance by General Contractor and government entities as required.
  - c. Invoices must be accompanied by proof of successful completion of inspections.
  - d. Comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968 [12 U.S.C. 1701u and 24 CFR Part 135] including for new employment, training, or contracting opportunities resulting from the proposed project.
  - e. The Disadvantaged Business Enterprise (DBE) goal for this project is 10%. Proposals must provide information on how this goal will be met; or in the alternative, why this goal is not possible.

- f. Prime Contractor must take the affirmative steps listed in paragraphs (1) through (5) of 2 CFR 200.321 and solicit to appropriate Section 3 and DBE/MBE/WBE vendors on list (to be provided).
  - g. Any products or materials purchased with contract funds shall be procured in accordance with the provisions of Chapter 403.7065, Florida Statutes, which refers to the procurement of products or materials with recycled content.
  - h. There will be a Direct Materials Purchases Agreement between owner, General Contractor and all subs for material purchases over \$2,500.
  - i. Comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Act (EPA) at 40 CFR part 247, including construction material in §247.12, that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000.
7. This is a “Turn-Key” procurement – it is intended for the General Contractor to be responsible for provision of all aspects of the project and to assure compliance with all Lee County Human & Veteran Services and U.S. Government regulations and reporting procedures. Oversight, coordination and inspection of the work will be conducted by the General Contractor, with final inspection and acceptance of the work by the Project Manager and Lee County Human & Veteran Services Human & Veteran Services.

## **II. Government Contract Requirements**

- 1. Procurement Standards 2 CFR 200 – Attachment A.
- 2. Sub-contractor flow-down (all requirements applicable to the Prime Contractor).
- 3. Required HUD documentation packet – Attachment B.
  - i. Equal Employment Opportunity, Civil Rights and Section 3 Certification
  - ii. Section 3 Business Certificate of Eligibility and Preference
  - iii. Certification for a Business Seeking Section 3 Preference in Contracting and Demonstration of Capability (if applicable)
  - iv. Schedule D – Disadvantage Business Enterprise Participation
  - v. Anti-Lobbying Certification
  - vi. Disclosure of Lobbying Activities
  - vii. Conflict of Interest Disclosure.

## **III. Contract Type, Progress Payments and Other Provisions**

1. **Type: Firm-Fixed Price (FFP)**

2. **Payment to Contractor:**

- a. Payment shall be made upon completion, inspection and acceptance of work; proposals shall include completion milestones.
- b. Retainage of 10% of all payments to be released to contractor upon satisfactory completion of the project (certificate of occupancy).

3. **Indemnification**

The company selected to perform this contract (Contractor) shall protect, defend, reimburse, indemnify and hold Lee County Human & Veteran Services and Affordable Homeownership Foundation Inc. harmless from and against any and all claims, liability, expense, loss, cost, damages or causes of action of every kind or character, including attorney's fees and costs. Whether at trial or appellate levels or otherwise, arising during the performance of the terms of the contract, or due to the acts or omissions of Lee County Human & Veteran Services or Affordable Homeownership Foundation Inc.

The Contractor's aforesaid indemnity and hold harmless obligation, or portion or applications thereof, shall apply to the fullest extent permitted by law. The Contractor will hold Lee County Human & Veteran Services and Affordable Homeownership Foundation Inc., harmless and will indemnify Lee County Human & Veteran Services and Affordable Homeownership Foundation Inc. for funds, which Lee County Human & Veteran Services is obligated to refund the Federal Government arising out of the conduct of activities and administration of the Contractor.

**IV. Proposal Content and Submission**

Pre-bid conference to be held on March 8<sup>st</sup> 2021 at 9:30 am (EST) at 12614 7<sup>th</sup> Street, Fort Myers, FL 33905

1. All inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to the solicitation shall be made in writing, submitted and received at least eight calendar days prior to the date proposals/bids are due. Responses will be in the form of an Addendum posted on AHF's website the address is as follows: [www.ahf.today](http://www.ahf.today).
2. Submit product specifications and financial proposal in conformance with the SOW. The submission will a one-time "Best and Final" offer.
3. In the event that there is a discrepancy between unit prices and total quoted amount, the unit price will prevail and the corrected sum will be considered the quoted price.
4. Bid amount(s) shall include any and all Florida Sales and Use Tax

payment obligations required by Florida law of the successful bidder and/or its subcontractors or material suppliers.

5. Submit manufacturers and/or contractor literature describing components and warranties. If brand names are specified, the proposal must state “brand name or equal”. Alternate brands must be submitted 10 days prior to the bid due date. If rejected, the bidder will have an opportunity to adjust their quote.
6. Submit a statement certifying an understanding of the government requirements and agreement to comply and a certification that debarment by any government agency has not occurred.
7. Description of relevant experience with projects of this type and scope.
8. Three references from current or prior customers for whom you completed projects of a similar nature (rehab of a Transitional Home, projects funded by HUD, Lee County Human & Veteran Services, etc.)
9. Submit the required HUD documentation, attached as Attachment E and listed in section IV.6. of this RFP (see above).
10. Proposals are due by 2:00pm (EST) March 29, 2021. Submit four hard copies and one electronic copy on a flash drive or CD. All proposal content must be submitted in a sealed envelope by the deadline to Lois Healy AHF 5264 Clayton Ct., Suite 1, Fort Myers, FL 33907  
  
Late proposals will not be accepted or opened. Incomplete proposals will be considered nonresponsive.
11. Sealed bids will be opened at 3:00pm (EST) March 29, 2021 at Affordable Homeownership Foundation 5264 Clayton Court, Suite 1, Fort Myers, FL 33907.
12. Proposals shall be valid for 120 days from the date of submission.

## **V. Selection Criteria**

1. Procurement by sealed bids (formal advertising). Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price.
2. Affordable Homeownership Foundation Inc. reserves the right to reject any and all bids at any time, unconditionally, and without cause and reserves the right not to proceed with the procurement.

## **VI. Contract Award and Execution Plan**

1. Announcement of the contract award – April 1<sup>st</sup> 2021

2. Contract signing – April 3rd<sup>st</sup> 2021

**TOTAL BASE BID**

**For Demolition & Reconstruction**

\$ \_\_\_\_\_

Authorized Contractor's Signature: \_\_\_\_\_

Contractor's name: \_\_\_\_\_

Company name: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_

Contractors' Phone: \_\_\_\_\_

Additional Notes:

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