

**Invitation to Bid
HOME Investment Partnership
Community Action Agency**

Unit Address: 815 South Jackson, Jackson MI 49203

MANDATORY PRE-BID WALK THROUGH: June 6, 2024

815 South Jackson Street – 3:30 p.m.

Bid Due Date and Time: June 17, 2024, 5 p.m.

Bid Submission Location: 1214 Greenwood Ave, Jackson MI 49203

Bid Submission Format: Sealed

Please submit all bids in sealed envelope with the following information on the front:

*Community Action Agency – 815
Attn: Tami Farnum
1214 Greenwood Avenue
Jackson, MI 49203*

Bid Opening: June 18, 2024, 10:00 a.m.
1214 Greenwood Avenue, Jackson MI 49203
Main Conference Room

Information to be submitted with bid proposal: Copy of Valid Builders License
Proof of ability to obtain insurance.

Notice to Contractors:

CAA is seeking a contractor to complete the following home rehab specifications. Please complete the attached worksheet with itemized costs for each item.

All work items to be performed are identified in the Remodel Specification attached hereto and incorporated by reference. The contractor shall verify, on the job site all quantities, measurements or dimensions, and conditions prior to submitting this bid. There will be no Change Orders to prices based on mistaken quantity count, measurements, or dimensions. All items are to be priced separately to the nearest dollar and included in the total bid. ***Bids must be totaled, signed, and submitted in a sealed envelope to Community Action Agency on the scheduled return date and prior to the deadline time. All submission will be date and time stamped. Late bids will not be considered. This is a Section 3 eligible activity and Section 3 business enterprises are encouraged to apply.***

CAA will publicly open the bids on June 18, 2024, at 10:00 a.m. CAA will review all bids for program compliance prior to awarding contracts. Final results for the bids will not be given out until fully checked and approved by the Community Development Department of CAA.

Prior to project commencement a Contract will be signed outlining the responsibilities of both the contractor and CAA and will be signed by all parties. All work must be performed by licensed contractors in accordance with the current basic code requirements and the attached specifications. Contractors are responsible for obtaining required permits and the cost of permits should be included in the total bid. Certificate of insurance for workmen's compensation and general liability insurance must be provided prior to any work commencing. Work shall be scheduled to keep delays to a minimum.

Contractors are responsible for removal of construction debris. Colors and styles of materials will be approved by homeowner prior to installation. All materials shall, at a minimum, be of medium quality price range with comparable materials provided within the bid packet.

All required paperwork must accompany invoice for processing. CAA staff will process payments for completed items only and only with the approval of the homeowner.

The contractor further states and assures that he/she is not subject to any administrative sanctions, suspensions, or disbarment by the State of Michigan Department of Commerce – Builders Division.

Please complete information below and include with your bid submission:

Total Bid Amount 815 S Jackson St:

Firm Name:

Firm Address (to be used for contracts if bid is awarded):

State License Number:

Contact Number:

Contact Email:

Signature:



815 S. Jackson St.
 Jackson, MI 49203

ITEM	DESCRIPTION	COST
Front Entry Door	Steel Entry Door w/ Composite Jamb, Oval Glass, Clear Deadbolt Prep, 36" L-H, 4 9/16" jamb Storm Door w/ Full Glass & Self-Storing Screen Lockset - Brushed Nickel Hardware	_____
Window Replacement	All Windows: Energy Star Rated Windows Double Hung, Half Screen Pull permit as needed	_____
French Patio Door	Primed Steel, 72" x 80" Inswing to be decided by homeowner Full Lite Action/Stationary Patio Door w/ Internal Blinds JELD-WEN https://tinyurl.com/y6cz6df5	_____
Window sills	Remove old sills and replace with a composite white with wood grain.	_____
Trim	Interior and exterior trim as need to complete project to include caulking, filling nail holes and at least one coat of white paint. All windows and doors are supplied by CAA.	_____
Water Heater	40 Gallon power vent high efficiency water heater, Remove old hot water heater and pull permit as needed.	_____
Total		_____
Contingency		_____
GRAND TOTAL		_____