

The Procurement Division of Knox County, Tennessee will receive sealed bids for the provision of **MORRISTOWN HOME PROGRAM FOR CAC** as specified herein. Bids must be received by **10:00 a.m. on February 9, 2023**. Late bids will be neither considered nor returned.

**Deliver Bids to:**

**Bid Number 3371  
Knox County Procurement Division  
Suite 100, 1000 North Central Avenue  
Knoxville, Tennessee 37917**

**The Bid Envelope must show the Company Name, Bid Number, Bid Name and Bid Opening Date.**

**ADDITIONAL INFORMATION:** Knox County wants requests for additional information routed to Robert Mackey, Buyer, at 865-215-5754. Questions may be emailed to [robert.mackey@knoxcounty.org](mailto:robert.mackey@knoxcounty.org).

**AWARD:** Contractor must be an approved vendor for the Home Rehabilitation Program prior to any workorders being awarded. For requirement, please use contact information listed above.

**BID DELIVERY:** Knox County requires bidders, when hand delivering bids, to time and date stamp the envelope before depositing it in the bid box. Knox County will not be responsible for any lost or misdirected mail sent by common carrier, nor will Knox County be responsible for submittals delivered to addresses other than the delivery address specified at the top of this solicitation. The time clock in the Procurement Division shall become the official record of time. Knox County shall not be responsible for technical difficulties experienced by vendors trying to register or submit their bid electronically less than twenty-four (24) hours prior to the bid opening time.

**Solicitations must be in a sealed envelope/box prior to entering the Procurement Division office. Procurement Division personnel are not allowed to see the submittal nor assist in placing documents in an envelope/box. Additionally, the Procurement Division is not responsible for providing materials (e.g. envelopes, boxes, tape) for submittals.**

**CLOSURES:** During periods of closure due to unforeseen circumstances in Knox County or closures at the direction of the Knox County Mayor, the Procurement Division will enact the following procedures in regard to solicitations and weather delays:

- If the Mayor closes the Administrative offices prior to the time set for solicitation opening of any business day, all solicitations due that same day will be moved to the next operational business day.
- Other unforeseen circumstances shall be at the sole discretion of the Procurement Director.
- Knox County shall not be liable for any commercial carrier's decision regarding deliveries during any unforeseen circumstances.

**COMPLIANCE WITH ALL LAWS:** Contractor is assumed to be familiar with and agrees to observe and comply with all federal, state, and local laws, statutes, ordinances, and regulations in any manner affecting the provision of goods and/or services, and all instructions and prohibitive orders issued regarding this work and shall obtain all necessary permits.

**INTERPRETATION:** No oral interpretation will be made to any bidder regarding the meaning of specifications or the Scope of Work. All questions are to be submitted in writing via email and will be answered in the form of an addendum to the solicitation by the Knox County Procurement Division, if applicable.

**IRAN DIVESTMENT ACT:** By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Tennessee Code Annotated § 12-12-106.

**NO BOYCOTT OF ISRAEL:** Pursuant to Tennessee Code Annotated Title 12, Chapter 4, Part 1, by submission of a response to this solicitation, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not currently engaged in, and will not for the duration of the contract engage in, a boycott of Israel.

**PRE-BID CONFERENCE:** A Pre-Bid Conference will be held on February 2, 2023 beginning at 11:00 am local time. This Pre-Bid Conference will be held at CAC Housing and Energy Services, L.T. Ross Building, 2247 Western Avenue, Knoxville, TN 37921. Vendors are encouraged to attend. However, attendance is not mandatory.

**RIGHT TO INSPECT:** Knox County reserves the right to make periodic inspections of the manner and means the service is performed or the goods are supplied.

**VENDOR REGISTRATION:** Prior to the opening of this bid, ***ALL BIDDERS MUST*** be registered with the Procurement Division. Please register on-line at our website at [www.knoxcounty.org/procurement](http://www.knoxcounty.org/procurement) and click on "Online Vendor Registration." Vendors must be registered with the Procurement Division **prior** to submitting their bid.

These terms and conditions shall be part of the contract. Knox County reserves the right to negotiate other terms and conditions it deems appropriate and necessary under the circumstances to protect the public-trust. By submitting a bid, vendor agrees to these terms and conditions.

**City of Morristown Homeowner Rehabilitation Program  
REHABILITATION WORK WRITE-UP BID FORM**

Owner: [REDACTED] Date: 8/15/2022

Physical Address: [REDACTED]

City: Morristown Zip Code: 37814 Grant Year: 2020

Administrator: Knoxville-Knox County CAC Grantee: City of Morristown

Year Built: 1971 If pre-1978, attach LBP Assessment Report. Yes

Will this property require LBP remediation? Yes

Formatted in conjunction with the Uniform Physical Condition Standards Checklist

**GENERAL CONDITIONS**

**SCOPE OF WORK**

It will be the responsibility of the contractor to meet the requirements of the currently adopted International Existing Building Code and all other applicable codes, regulations, and ordinances that apply to the jurisdiction where the work is being performed. The contractor shall obtain all necessary permits and inspections required by all laws, regulations, or public authority having jurisdiction. The contractor shall pay all permit fees, tap fees, temporary utility connection charges, and other expenses in connection therewith this project. The contractor shall obtain certificates of all inspections and submit a copy of each to the project administrator before final payment is made. All materials and construction shall be new unless otherwise specified, to comply with THDA's Minimum Design Standards and applied or installed in accordance with the manufacturer's specification. Minimum Design Standards located online at [THDA.org](http://THDA.org).

**CODE OF CONDUCT & WORK SITE**

Contractor shall conduct themselves in a professional manner and maintain a neat and orderly job site at all times. Upon completion of daily work, contractor will organize materials and dispose of trash and construction debris broom swept. The Project Administrator may charge for labor services to clean job site if such services are required and implemented. Contractor is responsible for the actions of their sub-contractors and employees on the job site at all times. Contractor and their sub-contractors shall maintain normal working hours between 7 AM and 5 PM Monday through Saturday as to be respectful to owner and neighbors. No smoking or eating in the home at any time.

**WARRANTY**

The Contractor is required to provide the homeowner with all warranties and guarantees. This applies to everything installed on the job which carries a warranty or guaranty, i.e.; windows, faucets, etc. Failure to do so will be considered a breach of contract. Final pay request will not be approved until warranties are provided. The Contractor shall guarantee all workmanship and material for a year period from the *date* of owner's acceptance of all the work required by the contract.

**CONTRACTOR MUST NOTIFY CAC HOUSING & ENERGY SERVICES WHEN THE  
PROJECT IS 50% COMPLETE TO SCHEDULE AN INTERIM INSPECTION.**

**ALL CHANGE ORDERS MUST BE PRE-APPROVED BY THE DIRECTOR OF CAC  
HOUSING & ENERGY SERVICES.**

**SITE**

**GROUND**

***Erosion/Rutting/Overgrown Vegetation/Ponding/Site Drainage***

Address Overgrown Vegetation: Trim bushes away from home so siding, soffit, fascia guttering and windows can be addressed.

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**WALKWAYS/ STEPS**

***Broken/Cracks/Settlement/Damaged/Missing or Damaged Handrails***

Address trip hazard: Cut out 4.5 square ft area x 4" of concrete at bottom of ramp to repair trip hazard uneven concrete and dispose. Install new concrete to same level as existing.

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**BUILDING EXTERIOR**

**DOORS**

***Damaged/Frames/Thresholds/Hardware/Surface/Weather Stripping/Caulking/Storm Door***

Exterior Door Frame Replacement: Remove exterior steel door to unconditioned garage D-4 side c. Remove existing frame that is currently rotten at base. Rebuild existing door frame to include new framing material, brick mold and interior trim, threshold and sweep, paint and caulking. The door is in good condition which measures 30" x 79".

After establishing any required interior floor & ground containment with polyethylene sheeting, remove and wrap existing window. Mist defective paint on remaining components with water to the point of saturation. Wet scrape interior and exterior casing, stool/sill, frame and associated trim. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris.

NOTE: LEAD HAZARD CONTROL: The walls around existing door are positive for lead, so lead safety should be practiced since disturbing the wall paint will occur.

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**FOUNDATIONS**

***Damaged/Cracking/ Crawl Space Access/Vapor Barrier/Insulation/Debris/Vermin***

Install Vapor Barrier & Floor Insulation: Remove fallen insulation from crawlspace area and old vapor barrier. Install up 300 square ft R-19 floor insulation and 1100 sqft vapor barrier. Install vapor barrier to meet IRC R408.3

LEAD HAZARD CONTROL: Crawl Space Door Replacement: Replace crawlspace door & frame 21" x 30" made of pressure treated materials. To include framing and ¾ plywood door. Door to include all hardware, hinges, hasp, pad lock.

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**PATIO/ PORCH/ BALCONY**

***Damaged/Missing/Baluster/Railing/Decking/Surface/Cover***

Porch Repair: Replace existing support post on screened in back porch. The measure is to require temporary supporting existing porch roof, disconnect downspout, removing 2 panels of screen 4' x 4', disassembling vinyl siding, replacing 2- 4' sections of 2" x 6" decking and repainting to original color, replace 4" x 4" x 8' post pressure treated. Reinstall new screen and trim as needed to re-assemble to previous look and style, re secure all vinyl, floor plate, downspout and all components removed to complete measure.

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## ROOFS

### ***Damaged/Soffit/Fascia/Vents/Drains/Membrane/Shingles/Gutters/Downspout/Ponding***

LEAD HAZARD CONTROL: Low Dust: Provide occupants protection and work site preparation in accordance with Table 8.1 of the 2012 HUD Guidelines for Evaluation Control of Lead-Based Paint Hazards in Housing.

LEAD HAZARD CONTROL: CLEAN TO CLEARANCE: After completion of all lead hazard reduction activities, wet mist, fold and remove all containment polyethylene sheeting. HEPA vacuum all visible surfaces including walls, floors, ceilings and window troughs from the top down. Detergent scrub all horizontal surfaces in small sections using a 3-bucket system, changing rinse water every 250 SF. Completely rinse with clean water and new equipment. After surfaces are dry, HEPA vacuum all visible surfaces except ceiling.

LEAD HAZARD CONTROL: ENCLOSE SOFFIT & RAKES SOLID VINYL PANELS-Sides A, B, C, D Main House: After establishing any required ground containment with polyethylene sheeting, wet scrape all loose paint, apply primer to the soffit and mark "Lead Paint" every 4 linear feet. Install tyvek vapor barrier to the eaves or soffit with staples and tyvek tape. Enclose trim with vinyl non-vented soffit panels, color selected by owner. Back caulk all seams with siliconized acrylic to create a weather tight seal. HEPA vacuum all visible paint chips, dust and debris. Qty 185 LF

LEAD HAZARD CONTROL: ENCLOSE TRIM Fascia, Rakes, Freize Board—ALUMINUM Main House A, B,C,D: After establishing any required ground containment with polyethylene sheeting, mark "Lead Paint" every 10 linear feet. Enclose trim with .019 white aluminum formed on a machine brake with tight lap joints, folded hem edges and accurately fitted connections. Back caulk all seams with 25-year siliconized acrylic and flash head joints to create a weathertight seal. HEPA vacuum all paint chips, dust and debris. Enclose all fascia and rake board, frieze board on main body of home. Qty 229

NOTE: Includes Carport Fascia.

LEAD HAZARD CONTROL: EXTERIOR WOOD GABLE VENTS-- STABILIZE AND PAINT ACRYLIC Side B, D: After establishing any required ground containment with polyethylene sheeting, mist defective paint area with water to the point of saturation. Aggressively wet scrape all loose paint, caulking and glazing with curved and flat draw scrapers. Feather edges with a wet 100-grit sponge sanding block. Wash with detergent solution, rinse, allow to dry and HEPA vacuum all paint chips, dust and debris. Prime, caulk with 25-year siliconized acrylic and top coat with premium acrylic latex. All components, including the interior sides and all trim must be addressed.

Guttering Replace: Remove existing guttering to complete lead measures. Replace 14 linear ft of fascia side C, and install 16 linear ft on carport where none currently exist to mount guttering to. Install 168 linear feet oversized aluminum continuous guttering (4" x 5") and oversized aluminum

downspouts (3" x 4"). Install per the manufacturer's requirements and by local code office. Downspouts discharging directly onto a roof surface or into another gutter shall occur only with the prior approval of the Project Supervisor. The elbows at the discharge end of the downspout shall aim water in line with the reasonable placement of the splash blocks which are included in the gutter installation. 168 LF

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**WALLS**

***Damaged/Missing/Cracks/Gaps/Holes/Spalling/Peeling/Caulking/Chimneys***

**LEAD HAZARD CONTROL: EXTERIOR—INSTALL TYVEK & VINYL SIDING—Side A, B,C,D Main House:** After establishing any required ground containment with polyethylene sheeting, scrape all loose impediments and loose paint, then mark or stencil "Lead Paint" 4' in all directions. Apply Tyvek vapor barrier to enclose the lead containing paint. Install ¼ foam board to insulate, then install vinyl siding to protect enclosure with **Vinyl:** 0.42" minimum thickness, UV protected. Vinyl siding. Enclose all lead painted corner trim with solid vinyl corners, coil stock and field-fabricated trim accessories in accordance with manufacturer's specifications. Caulk all joints and seams of lead painted trim with 25-year caulk. HEPA vacuum any visible paint chips, dust and debris. (Owner's choice of siding pattern, color and embossing.) 1086 sqft.

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**WINDOWS**

***Damaged/Missing/Broken/Frames/Panes/Sills/Lintels/Trim/Screens/Caulking/Paint***

**Window Replacements:** Vinyl Siding-Double Hung - All glazing shall be double-paned with low E with Argon. Install replacement window (must meet local EnergyStar requirement). Replace any existing rotten wood. Wrap exterior trim in prefinished aluminum stock and caulk all joints. (All windows should meet current Building Codes on placement of tempered glass windows and local energy star requirements.) The vapor seal on the glazing must have a minimum ten-year warranty. All windows shall have a minimum one-year warranty on the operation of the window. Qty 9 Windows- All Windows on Home

**NOTE – LEAD HAZARD CONROL:** the windows are not positive for lead they are all metal window frames intact. The walls around existing windows are positive so lead safety should be practiced.

After establishing any required interior floor & ground containment with polyethylene sheeting, remove and wrap existing window. Mist defective paint on remaining components with water to the point of saturation. Wet scrape interior and exterior casing, stool/sill, frame and associated trim. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris.

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## **BATHROOM**

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***Cabinets/Top/Sink/Plumbing/Tub/Shower/Ventilation/Water Closet/Accessories***

**Shower/Tub Demolition:** Remove existing tub/shower unit, toilet, vanity. Remove the subfloor section at tub area and floor covering dispose of all debris. Remove wall board around tub area. Measure to include up to 15 sqft of floor repair and underlayment as needed before installing new

shower unit. Measure to include up to 88 sqft 1/2" moisture resistant sheetrock in area new shower is to be installed to include insulation needed on exterior wall.

NOTE: the existing vanity is in perfect condition and is to removed and re-installed at completion of shower installation.

Subfloor Repair/Replace: Repair/Replace subfloor in accordance with manufacturer and the local code office. Replace up to 15 square feet. This repair will be inclusive of all blocking and 3/4 inch subfloor. Use Advantech or equal. Subfloor must be installed even with existing subfloor.

Underlayment Replacement: Install new underlayment in accordance with manufacturer and the local code office. Install up to 40 square feet. This repair will be inclusive of removal of the existing vinyl floor covering and underlayment. Use SurePly or qual. Nail, screw, or staple underlayment every four inches along joist and use liberal application of construction adhesive. Fill and sand all joists, imperfections and hammer head marks.

Vinyl Flooring: Install new vinyl flooring in accordance with manufacturer and the local code office. Install up to 40 square feet. This repair will be inclusive of installation of vinyl floor covering and adhesive. Care shall be exercised to prevent damage to adjacent finishes. New vinyl Shall be Armstrong or equivalent minimum 10 mil wear layer.. Vinyl is to be glued to entire floor and rolled. Any visible plywood seams and nail heads will not be accepted. Vinyl is to be installed as squarely as possible. Vinyl and underlayment are to project into doorways so that the break or threshold is directly beneath the door. Install all needed threshold strips. Owner to approve style and color. Measure is to include base trim needed.

Toilet Replacement: Remove and dispose of old toilet. Replacement Toilet(s) will be installed according the manufacturer instruction and by local code office. The toilet(s) at a minimum will 16.5 inches high, elongated high efficiency (1.28 gpf/4.8 Lpf). A toilet(s) is inclusive of toilet, wax ring, j-bolts, seat and braided stainless steel supply line. "American Standard Cadet FloWise Tall 2 piece 1.28 GPH - Model #3378.128ST.020" or equal. Measure to include escutcheon.

Shower Unit: Laurel Mountain Almedia Low Threshold White 30-in x 60-in x 74-in Base/Wall Alcove Shower Kit with Integrated Seat  
Lowes Item #1295738 Model #6030SH1S4PSL064

Install new shower unit according the manufacturer instruction and by local code office. shower shall be 5' in length. Use Watts, 1 1/2" plastic drain kit (model 5CP). Make all necessary connections to the DWV system.

Tub/Shower Faucet (Single-Handle): Install Tub/Shower Faucet according to the manufacturer instruction and by local code office. Tub/Shower valve to be Delta Classic Model 134900-A Single-Handle Spray Tub and Shower Faucet in Chrome (Home Depot), contact Project Supervisor to request substitution. Where feasible, an access door will be installed behind tub. Make all necessary connections to supply. NO SUBSTITUTION WITHOUT APPROVED CHANGE ORDER

Vanity Re-Install: Re-install existing vanity, measure include any plumbing materials need to re-install and verify no leaks at installation.

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**ELECTRICAL SYSTEM**

*Inoperative/GFCI/ Damaged/Missing/Wire/Cover Plates/Light Fixture/Evidence Water Leaks*

Bath Exhaust Fan: Ventilation systems shall be designed to have the capacity to exhaust the minimum air flow rate and mechanical exhaust capacity of 50 cfm intermittent or 20 cfm continuous, and may be of the exhaust, heat, or light types, or combo units. Must be vented to outside to include termination fitting. Exhaust vent piping shall be insulated.

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**WALLS**

*Bulging/Buckling/Damaged/Trim/Paint/Water Stains/Mold/ Mildew*

Drywall Repair & Paint: Repaint wall areas 150 sqft. and ceiling 40 sqft. of bathroom. Measure is to include any minor drywall repair before painting. Install 2 coats of acrylic latex on walls and ceilings.

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**ELECTRICAL SYSTEM**

*Inoperative/GFCI/Damaged/Missing/Wire/Cover Plates/Light Fixture/Evidence Water Leaks*

GFCI Outlet(s): Install new GFI Circuit in 3 location/GFCI receptacle will be installed according to manufacturer instruction and by local code office. Verify that all circuit functions safely.

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**BEDROOMS**

**SMOKE DETECTOR**

*Damaged/Missing/Inoperative/Non-Compliant*

Smoke Detectors – QTY 4: Smoke detector(s) will be installed according the manufacturer instruction at locations dictated by local code office. The smoke detector(s) at a minimum will be battery operated and wireless-inter-connectable via radio frequency. “Kidde- Model #0919-9999” or equal.

Carbon Monoxide Detector – QTY 1: Carbon monoxide detector(s) will be installed according the manufacturer instruction at locations dictated by local code office. The carbon monoxide detector(s) at a minimum will be battery operated. “Kidde- Model #21029717” or equal.

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**HALLWAY**

**CEILING**

*Bulging/Buckling/Cracks/Holes/Peeling/Damaged/Missing/Tile/Panels/Water Stains*

Attic Insulation: Install 1100 square feet R-27 Fiberglass blown in insulation with 44 baffles to protect from entering soffit area. Install dam around non-conditioned garage area. Post Insulation certificate in attic at completion.

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**ELECTRICAL SYSTEM**

***Inoperative/Damaged/Missing/Wire/Cover Plates/Light Fixture/Evidence Water Leaks***

Install Cover: Install open circuit entering attic area in junction box with cover before insulating attic. Flag location of repair.

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**LAUNDRY AREA**

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***Damaged/Missing/Dryer Vent/Sink/Plumbing/Exhaust Fan/Closet/Shelving***

Washing Machine Box: Install washing machine box inside wall, this will require cutting out 3' x 4' section of wall installing washing machine box at current drain location and to re-route supply lines to this location as well.

Water supply shut off valve to be single throw cutoff. Repair and repaint section of wall to match existing at completion.

Fix Improper Venting of Clothes Dryer: Install Vinyl Termination with J -Channel built in: Vent bathroom exhaust fan per local code. Clothes dryers will be ducted to the outdoors, which does not include unconditioned spaces such as attics and crawl spaces that are ventilated with the outdoors. As short a run as practical of rigid sheet metal or semi-rigid sheet metal venting material will be used in accordance with manufacturer specifications. R-8 Insulation to be used in unconditioned areas. Dryer ducts exceeding 35' in duct equivalent length will have a dryer booster fan installed. Plastic venting material will not be used.

Termination fitting manufactured for use with dryers will be installed.

A backdraft damper will be included, as described in termination fitting detail. To minimize pest intrusion, mesh >1/4" square can be used at termination fitting. Uninsulated clothes dryer duct will not pass through unconditioned spaces such as attics and crawl spaces. The vent pipe should be insulated with R-8 Insulation where it comes through the floor to where it exits foundation. Ducts will be connected and sealed as follows:

- UL listed foil type or semi-rigid sheet metal to rigid metal will be fastened with clamp.
- Other specialized duct fittings will be fastened in accordance with manufacturer specifications.
- In addition to mechanical fasteners, duct connections will be sealed with UL 181B or 181B-M listed material.

In addition:

- Sheet metal screws or other fasteners that will obstruct the exhaust flow will not be used. . Must air seal where pipe penetrates between conditioned and non-conditioned space.

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**ELECTRICAL SYSTEM**

***Inoperative/GFCI/ Damaged/Missing/Wire/Cover Plates/Light Fixture/Evidence Water Leaks***

GFCI Outlet(s): At Washing Machine: Install new GFI Circuit in 1 location/GFCI receptacle will be installed according to manufacturer instruction and by local code office. Verify that all circuit functions safely.

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**Rehabilitation  
Cost**

**Lead Based Paint  
Cost (If applicable)**

**OTHER ROOM**

**FLOORS**

*Bulging/Buckling/Damaged/Missing/Covering/Tile/Deteriorated Subfloor/Water Stains*

Baseboards: Install 40' linear ft of painted wood 3/4" quarter round to match baseboard in color around the perimeter of walls in office area.

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**GARAGE/ CAR PORT**

**DOORS**

*Damaged/Missing/Frames/Threshold/Lintel/Hardware/Surface/Paint*

LEAD HAZARD CONTROL: ENCLOSE GARAGE DOOR FRAME—ALUMINUM-Side A 23  
linear ft Garage door frame

After establishing any required ground containment with polyethylene sheeting, mark "Lead Paint" every 10 linear feet. Enclose trim with 0.019 aluminum non-vented soffit panels, color selected by owner. Back caulk all seams with siliconized acrylic to create a weathertight seal. HEPA vacuum all visible paint chips, dust and debris.

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**GENERAL CONDITIONS**

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*Administrative/Fees/Insurance/Temporary/Rental Supplies/Mobilization*

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**OVERHEAD & PROFIT**

*Reasonable and customary to base bid only*

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Rehabilitation Total: \$ \_\_\_\_\_ LBP Total \$ \_\_\_\_\_

Project Total Cost (Rehabilitation and LBP): \$ \_\_\_\_\_

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*Tools/ Equipment/ Fuel/ Maintenance/ Travel Allowances/ Benefits are not acceptable line item fees and will not be reimbursed or charged to the project.*

Contractor: \_\_\_\_\_

License #: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_

Date: \_\_\_\_\_