The Procurement Division of Knox County, Tennessee will receive sealed bids for the provision of ***HOME REHABILITATION PROGRAM FOR CAC*** as specified herein. Bids must be received by **10:00 a.m.** on **February 8, 2024**. Late bids will be neither considered nor returned.

Deliver Bids to:

Bid Number 3523
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, Senior Buyer, at 865-215-5754. Questions may be emailed to 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 or Suites other than the delivery address and Suite 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.

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 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.

CAC Knoxville - Knox County Community Action Committee

Helping People. Changing Lives.

Housing & Energy Services

WORK ORDER

KNOX COUNTY HOME REHABILITATION PROGRAM

BID COPY

WORK ORDER ID#: **2022CN0037** **Date:** **8/18/2023**

Knoxville,TN 37918 **Year Built:** **1934**

PROJECT SUPERVISOR: **Aaron Cate**

CONTRACTOR: _____

LEAD HAZARDS WERE PRESENT AT THE SUBJECT PROPERTY. INTERIM CONTROLS/ABATEMENT MUST BE PERFORMED BY QUALIFIED PROFESSIONAL AS PER HUD LEAD SAFE HOUSING RULE USING LEAD SAFE WORK PRACTICES. CLEARANCE WILL BE REQUIRED AT PROJECT COMPLETION.

ALL CHANGE ORDERS MUST BE PRE APPROVED BY THE DIRECTOR HOUSING AND ENERGY SERVICES.

GENERAL REQUIREMENTS AND STANDARDS:

The construction shall be accomplished without undue delay and with minimum inconvenience to the owner. All materials and products used shall be new unless otherwise specified, and applied or stalled in accordance with the manufacturer's specification and the Rehabilitation Specifications. Reference in these Specifications to any article, device, products, material, or fixture by name, make or catalogue number shall be interpreted as establishing a standard or quality. The contractor shall furnish all materials, labor, equipment, and services to perform all work in these Specifications by established building and construction practices, proceeding promptly to complete said work in the specified time so stated in the contract documents. The contractor shall obtain all necessary licenses and permits before work commences. *All work shall be carried out pursuant to the currently adopted Federal, State, City of Knoxville, and Knox County Tennessee codes and ordinances as applicable.* Mechanical, plumbing and electric contractors or subcontractors shall be licensed by the State of Tennessee. A copy of this license is to be provided to CAC. At the completion of the designated work, the contractor shall remove all temporary construction equipment, salvage materials, trash, and other debris and dispose of legally, leaving the area for which the contractor is responsible in a neat condition. Cleaning of fixtures, doors, and windows, installed under this work, shall be the responsibility of the installing Contractor.

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

Work Order # 2022CN0037

LEAD HAZARD CONTROL
MEASURE #1

Item #1 Low Dust:
Provide occupants protection and work site preparation in accordance with Table 8.1 of the2012 HUD Guidelines for Evaluation Control of Lead-Based Paint Hazards in Housing.

Item #2 Clean to Clearance - Entire Home:
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.

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1	X		Labor	EA	1		
1		X	Materials	EA	1		
2	X		Labor	EA	1		
2		X	Materials	EA	1		
					MEASURE 1 TOTAL		

Work Order # 2022CN0037

EMERGENCY REPAIR

Measure #2

Item #1 Kitchen Cabinets:

Remove existing base cabinets in kitchen. This includes the sink base. The total length of base cabinet replacements is 10 linear ft including counter top.

Install 10 linear ft base cabinets to include 36" sink base. White Laminate type with kickplates.

Measure to include new counter top, standard double bowl sink to include new single handle delta faucet with sprayer, basket strainers, drain assembly, cutoff valves and supply lines.

Measure to include sealing any open pentrations in wall area where new sink base is to be installed.

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1	X		Labor	EA	1		
1		X	Materials	EA	1		
					MEASURE 2 TOTAL		

Work Order # 2022CN0037

EMERGENCY REPAIR
MEASURE #3

Item #1 Door frame and threshold - stabilize entrance to Bedroom 2 from Kitchen:
After establishing any required floor containment with polyethylene sheeting, mist deteriorated paint with water to the point of saturation. Wet scrape door, frame and trim with curved draw scrapers. Feather edges with a wet, 100-grit sponge sanding block. Detergent wash, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Spot prime and top coat with owner's choice of premium acrylic latex.

Item #2 Door, Door frame, and threshold - stabilize door entering Storage Room from Kitchen:
After establishing any required floor containment with polyethylene sheeting, mist deteriorated paint with water to the point of saturation. Wet scrape door, frame and trim with curved draw scrapers. Feather edges with a wet, 100-grit sponge sanding block. Detergent wash, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Spot prime and top coat with owner's choice of premium acrylic latex.

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1		x	Material	EA	1		
1	x		Labor	EA	1		
2		X	Material	EA	1		
2	X		Labor	EA	1		
					MEASURE 3 TOTAL		

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EMERGENCY REPAIR
MEASURE #4

Item #1 Window Trim In Kitchen: W5, W6, W7:
Remove existing window trim in kitchen area over the kitchen sink and replace all of the face trim and sill. This is 1 x materials.

INTERIOR WINDOW - REPLACE INTERIOR TRIM & SILL
After establishing any required floor containment with polyethylene sheeting, remove all interior window casing trim. Wrap all removed components and wrap in polyethylene sheeting and tape all seams, to secure debris and halt cross contamination. Dispose of all debris properly. Install new interior trim (Matching the existing as close as possible in style and color) Prime and top coat with premium acrylic latex. Seal all gaps and edges with interior or exterior grade caulk.

AREAS OF WINDOW COMPONENT THAT CANNOT BE REPLACED WILL REQUIRE
TRIM--STABILIZE AND PAINT WITH ACRYLIC LATEX
After establishing any required floor containment with polyethylene sheeting, wet mist defective paint area with water to the point of saturation. Lightly scrape all loose paint. Feather edges with a wet, 100-grit sponge sanding block saturated with deglossing agent. Wash with detergent solution, rinse, allow to dry and HEPA vacuum any paint chips, dust and debris. Spot prime and apply two coats of premium acrylic latex paint.
When removing and re-installing trim seall all penetrations.

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1	X		Labor	EA	3		
1		X	Materials	EA	3		
					MEASURE 4 TOTAL		

Work Order # 2022CN0037

EMERGENCY REPAIR
MEASURE #5

Item #1 Window Replacments: W1, W3, W9: Vinyl siding - Double Hung Double Glazed Windows:
After establishing any required floor containment with polyethylene sheeting, wet mist, remove and wrap in polyethylene sheeting and dispose of entire existing wood 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. Prime sill with top quality oil-based primer. Prime and paint all scraped areas with premium acrylic latex top coat (color to be selected by owner). Field measure, fabricate and install a dual glazed, thermal break, vinyl sliding replacement window including all necessary painting, caulk, trim and screen. Clean glass. (All windows should meet current Building Codes on placement of tempered glass windows and local energy star requirements)

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1	X		Material	EA	3		
1		X	Labor	EA	3		
					MEASURE 5 TOTAL		

Work Order # 2022CN0037

EMERGENCY REPAIR
MEASURE #6

Guttering Repair/Replace:
Specifications: Install 160 linear feet oversized aluminum continuous guttering (4” x 5”) includes downspouts, 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 6' corragated pipe at each downspout to divert water away from home.
This will require removing up to 40 ft of old existing guttering

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1	X		Labor	SQFT	160		
1		X	Materials	SQFT	160		
					MEASURE 6 TOTAL		

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EMERGENCY REPAIR
MEASURE #7

Item #1 Kitchen Ceiling Repair:
Specifications: Remove the existing sheet rock over kitchen sink area back to where light fixture is and dispose in landfield.
Sheetrock Interior Ceiling Repair: Remove the damaged ceiling covering down to the studs in the 128 SQFT and take to an approved landfill. Remove water damaged insulation and replace it. Repair up to 128 SQFT damaged or missing drywall with new drywall or patch. Tape seams and apply sheetrock compound to blend with surrounding surfaces. Drywall shall be finished so that all joints, cracks, and gaps are taped with paper or fiberglass wall board tape, and shall receive a minimum of three (3) coats joint compound.
Install new batt insuation in 128 SQFT area addressed and install new sheetrock same thickness as existing and texture to match existing area as close as possible.
Contractor is required to provide pictures with invoice showing the insulation is installed.
NOTE: Measure to include repainting kitchen ceiling which is 192 square feet- (white)

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1	X		Labor	EA	1		
1		X	Materials	EA	1		
					MEASURE 7 TOTAL		

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EMERGENCY REPAIR
MEASURE #8

Item # 1 Interior Light- Replace the light fixture in kitchen ceiling:
Specifications: Interior light replacement will be installed according to manufacturer instruction and by local code office. An interior light, at a minimum, will be 13" with ceiling flush mount with globe and LED bulbs.

Item # 2 GFCI Outlet - Kitchen:
Specifications: Install new GFI Circuit in Kitchen. GFI Circuit/GFCI receptacle will be installed according to manufacturer instruction and by local code office. Verify that all circuit functions safely.

Item # 3 Electrical Outlet Cover Plate - Storage Room:
Specifications: Replace the cover plate(s) where missing with color to match. Verify that all circuit wiring to the fixture functions safely. Items must operate according to manufacturer instruction and by local code office.
Storage room 220 outlet near floor.

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1	X		Labor	EA	1		
1		X	Materials	EA	1		
2	X		Labor	EA	1		
2		X	Materials	EA	1		
3	X		Labor	EA	1		
3		X	Materials	EA	1		
					MEASURE 8 TOTAL		

Work Order # 2022CN0037

EMERGENCY REPAIR
MEASURE #9

Item #1 Install Support Beam in Crawlspace Area:
Specifications: Install 4" x 4" x 6' beam in stand up crawlspace area which has a concrete floor in area where the support wall has had blocks removed. This is to support and not allow to settle in more than it has. Install with 3 jack post holding in place secured with anchors at base . Install as close to concrete block support wall as possible.

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1	X		Labor	EA	1		
1		X	Materials	EA	1		
					MEASURE 9 TOTAL		

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EMERGENCY REPAIR
MEASURE #10

Window Replacements(s): qty 1
Specifications: Install replacement windows (SEE DIAGRAM) W-2 according the manufacturer instruction and by local code office. Use vinyl, double-paned units with Low E glass and Argon filled. The glazing seal must have a ten year manufacturer's warranty. All windows must have a National Fenestration Rating meeting the minimum energy code requirements for North Central Zone, Energy Star Rated. Windows shall have a U-Factor equal to or less than < 0.30 and an SHGC Rating equal to or less than < 0.40.
Installation of window(s) is inclusive of all necessary wrapping exterior trim with coil stock, interior trim and casing. Finish new wood as per existing wood-work. Caulk around the entire unit with a non-hardening acrylic and latex caulk. Window style is to match existing as close as possible. All new windows to have screens. All moveable sashes are to have screens. To include trim as needed to complete measure. NOTE: It is the contractor's responsibility to verify all measurements before ordering windows and to verify any code requirements for the project. Must follow RRP Rules if home is pre-1978.Must leave stickers on windows till CAC Post Inspection has passed.

ITEM	L	M	DESCRIPTION	UNITS	AMT.	UNIT COST	TOTAL
1	X		Labor	EA	1		
1		X	Materials	EA	1		
					MEASURE 10 TOTAL		

Work Order ID# 2022CN0037

PERMIT(S)
Contractor to verify required permits with Knox County and State of Tennessee as required. Submit proof of passed inspection(s) to CAC for final payment.

ITEM			**DESCRIPTION**	UNITS	AMT.	UNIT COST	TOTAL
			REQUIRED PERMITS	EA	1		
			MEASURE 1 TOTAL				
			MEASURE 2 TOTAL				
			MEASURE 3 TOTAL				
			MEASURE 4 TOTAL				
			MEASURE 5 TOTAL				
			MEASURE 6 TOTAL				
			MEASURE 7 TOTAL				
			MEASURE 8 TOTAL				
			MEASURE 9 TOTAL				
			MEASURE 10 TOTAL				
						TOTAL ALL MEASURES	