



## Merry Place Estates

Invitation for Bid Number 21-MPE-Type 2 Rev.  
July, 2021

**KEY INFORMATION:**

Owner/Contractor: West Palm Beach Housing Authority (#CBC1258445)

Architect: David Lawrence Architecture, Inc. (#AR0016260)

Question & Answer Period: June 14, 2021 through June 28 , 2020

Point of Contact: Joel Hatcher, Director of  
Construction Services, WPBHA  
[jhatcher@wpbha.org](mailto:jhatcher@wpbha.org)

Bid Due Date: July 6, 2021 prior to 4pm EST

COVER PAGE

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### **ATTACHMENTS AND RELATED CONTRACT DOCUMENTS:**

<b>EXHIBIT A - NON-COLLUSIVE AFFIDAVIT</b>	Complete
<b>EXHIBIT B - REFERENCES</b>	Complete
<b>EXHIBIT C – CONSTRUCTION PLANS ACKNOWLEDGEMENT</b> [Plans for Type 2 Rev. are on our website at <a href="http://www.wpbha.org">www.wpbha.org</a> under the business tab]	Complete

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## INVITATION FOR BIDS

<p style="text-align: center;"><b>MERRY PLACE ESTATES</b> <b>IFB-21-MPE-Type 2 Rev. New Home</b></p>
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### Contractor

The West Palm Beach Housing Authority (WPBHA, the “Authority” or “Owner”), is seeking written, signed, firm-fixed bids/quotes (do not need to be sealed) from qualified General, Building or Residential Contractors, from henceforth to be known as Contractor, for the described requirements associated with the construction of one (1) Single Family Home, located on a vacant lot at 422 20th Street, West Palm Beach, FL, 33407.

Construction Plans (the “plans”) have been approved by the City of West Palm Beach, and shall be included in final form, or referenced in final form, in each approved Contract. Contractors are required to submit bids that are inclusive of the requirements of any and all plans affecting the Type II Rev Model which is being bid, and only after consideration of the Scope of Work and associated specifications as shown herein, as well as a thorough inspection of the worksite. Any and all questions, clarifications, exclusions, conflicts and the like, shall be articulated by the Contractor in writing, prior to the submittal of its bid, such that the total requirements and conditions of the work are known to all parties. The Architect of Record, David Lawrence, of David Lawrence Architecture, Inc. (#AR0016260), has been retained to provide additional construction administration services during the bidding and construction phase of the project, if needed.

The Contractor shall be responsible for all labor, equipment, materials and supplies necessary in accordance with plans and specifications, in new condition and acceptable to the West Palm Beach Housing Authority.

Construction Plans/Contract Documents are also available on our website at [www.wpbha.org](http://www.wpbha.org),

Although there will be no formal “pre-bid” meeting, interested Contractors are encouraged to schedule a site visit with the Director of Construction, as shown on the cover page, so that the work locations are known, and site conditions are considered prior to submitting a bid.

All bid inquiries must be in writing. Answers to inquiries will be posted on the WPBHA website at [www.wpbha.org](http://www.wpbha.org) and an Addendum issued. All bid inquiries must be received no later than 4:00 P.M June 28, 2021. The last Addendum will be issued by 4:00 P.M. on June 30, 2021.

### **BIDS \$250,000 OR OVER NEED NOT APPLY**

Bids may be submitted, either by hand delivery or mail delivery, at the West Palm Beach Housing Authority, 3700 Georgia Avenue, West Palm Beach Florida 33405 or by electronic submittal([email-jhatcher@wpbha.org](mailto:email-jhatcher@wpbha.org)).

Bids are due no later than 4pm on July 6, 2021. Bids which are delivered after the

aforementioned date and time shall not be considered responsive to the solicitation and will be rejected.

The West Palm Beach Housing Authority reserves the right to reject any or all bids or to waive any informality in the bidding. Bids may be held by the West Palm Beach Housing Authority for a period not to exceed Thirty (30) days from the date the bidders, prior to awarding the contract of opening of bids for the purpose of reviewing them and investigating the qualifications of the bidders prior to awarding the contract.

This Invitation For Bid and associated documents (the "Bid Package") shall be posted in downloadable/printable fashion, on the WPBHA's web page at [www.wpbha.org](http://www.wpbha.org), under the "Business" Tab along the top of the home page.

## **ELIGIBLE CONTRACTORS**

Bids will only be considered responsive if the bidding party holds a valid **Certified Florida Residential, Building or General Contractor** license. The aforementioned license must be issued in the same name as the Bidder to qualify. Interested firms must be ethically, technically and financially responsible to be considered for a contract award pursuant to this solicitation. Time is of the essence in the performance of the contract, and the awarded Contractor will be required to immediately submit for all necessary permits, if required and begin work once the contract is fully-executed. **Primary Building Permit must be in the name of the Contractor/Bidder.** The Executed Contract will be deemed the Notice to Proceed.

**END OF SECTION**

## SECTION I

### SPECIFICATIONS

#### A. CONTRACTOR REQUIREMENTS FOR THIS SOLICITATION

1. As referenced earlier in this solicitation, all bidders must meet the definition of “Eligible Contractors” for the bid to be considered. **Only a copy of the bidder’s Certified Florida Residential, Building or General Contractor License, shall be acceptable as proof of eligibility.**
2. All work to be accomplished hereunder shall be conducted in strict compliance with safety regulations and guidelines including OSHA requirements and any state or local requirements.
3. The Contractor shall furnish all supervision, **temporary gas operated electric power generator**, technical personnel, labor supplies/materials, inspections, machinery, tools, equipment, and services including utility and transportation services to perform and complete all work required for the project. Temporary water will be provided on site location.
4. The Contractor will be responsible for having a competent Superintendent on the job at all times. The Contractor will be responsible for the care and handling of materials and equipment on the work site. The Contractor shall be responsible for any damage to his work or equipment from the date of agreement to the date of acceptance of his work and shall make good any damage or loss during that period without additional cost to the Authority.
5. The Contractor will furnish/obtain the following items:
  - a. Portable sanitary facilities for employees and Contractors’ employees.
  - b. Primary Building Permit to be transferred to the awarded Contractor. All Contractors are responsible for their own permits as further specified in A.7 below.
6. All trash and debris shall be disposed of in accordance with applicable law and regulation. Use of WPBHA or surrounding communities’ trash receptacles is prohibited. The Contractor will provide an appropriately-sized dumpster/roll-off for trash and construction debris.
7. **Building Permit has been approved, paid for and must be transferred to the Contractor/Bidder name.** Any required Contractor permits shall be provided and paid for by the Contractor and copies of all appropriate permits shall be submitted to WPBHA prior to commencement of work. No payment will be processed unless these permits are on file with the WPBHA. Additionally, all required permits and notices shall be posted at the job site in a conspicuous location.
8. It is the responsibility of the Contractor to promptly notify the City of West Palm Beach for the appropriate inspections or to notify the Contractor where applicable.

Copies of approved City of West Palm Beach Inspection reports must be submitted to the WPBHA within five (5) days of the City inspection. No payment will be processed without the appropriate inspection report(s).

9. The Contractor shall notify the WPBHA in writing if any part of the work fails the City of West Palm Beach's inspection procedures. Please include the reason it failed and steps being taken to correct it.
10. The job will be considered complete when the City Of West Palm Beach issues a Certificate of Occupancy submitted to WPBHA for review and WPBHA has performed a final acceptance inspection and accepted the completed product. Additionally, all Certified Payrolls must be received and accepted, permits closed and final releases of liens received. **With the exception of the roof which will have Manufacturer Extended Warranty, the Contractor will Warranty the completed project for the customary one year Warranty.**
11. Contractor shall schedule work during normal working hours, unless specifically approved by the WPBHA.
12. The Contractor's point of contact for all issues during performance is Joel Hatcher.

## **B. SCOPE OF WORK**

In supplement to the associated construction plans, following is a written Scope of Work as it applies to construction of a Single Family Home at 422 20th Street, West Palm Beach, FL, Merry Place Estates Project, including but not limited to:

### **Site Work**

- Lot grading and pad grading to proper elevation per site plan grades
- Silt fence
- Provide clean fill as needed
- Perform all required compaction for lot and pad and provide copies of reports to WPBHA
- At completion of shell work, site is to be cleared of ALL concrete and construction debris and graded in accordance with survey and approved grading plans (provided), assuring specified grades for positive drainage providing a finished grade.
- Pass all required City of West Palm Beach (CWPB) inspections

### **Formwork**

- Perform all necessary pad prep
- Excavate footers
- Provide for all support footings on entryways and porches to be at least 12" below finish grade to top of footer.
- Form and position slab correctly according to plans and survey
- Fill house pad to proper elevations (FF, porches and garage slopes)
- Complete all required surveys (surveyor provided by WPBHA/Building Contractor)

- Provide pest control soil treatment and submit certificates to WPBHA
- Provide and install vapor barrier
- Plumbing and electrical underground by other (coordinate with WPBHA/Contractor)
- Provide and install all rebar and structural steel per Fl. Building Code
- Provide and place all concrete for monolithic footer and 4" slab in a continuous pour on vapor barrier and WWF compliant with ASTM A185. Any alternative **MUST BE APPROVED** by owner.
- All smooth finish concrete work for slab and premium finish level for garage and porches
- Remove all form boards
- Pass all CWPB inspections

#### **Walls, Beams, Columns and Lintels**

- Purchase and install/lay all concrete block (CMU)
- Form all columns, beams, bond beams
- Provide and install all lintels and steel posts or columns
- Provide correct window and door openings in accordance with approved window and door shop drawings
- Provide and pump all columns, beams, bond beams
- Provide and install any structural steel posts or columns
- Make sure all door and window openings are standard and/or according to approved products and shop drawings
- Provide and install all embedded truss anchors, buckets and truss straps per plans and specs and/or according to code
- Pass all CWPB inspections

#### **Roof Truss and Sheathing Installation**

- Trusses shall be provided by WPBHA/Contractor
- Provide crane
- Install trusses in accordance with the approved truss engineering and code
- Strap trusses according to plans
- Provide and install all truss wood, rat runs, X bracing, horizontal and vertical bracing, nailers and blocking
- Provide and install all roof sheathing according to plans and specs and code
- Pass all CWPB inspections

#### **Heavy Timber Entry**

- Provide and install all Cedar Heavy Timber Beams and Bracing Engineering per plans and specs
- Provide finish T&G cedar front porch ceiling being careful to have no roofing nail penetrations

### **Roofing**

- Roofing materials per plan. Material submittals must be approved by owner. Extended Manufacturer's Warranty

### **Window and Exterior Door Installation**

- Provide and install good quality hurricane impact windows, (example: PGT, Lawson) and pass buck inspection
- Provide and install exterior doors to bid specs and code
- Caulk all doors and windows
- Provide 2X garage door bucks per code
- Pass all CWPB inspections
- Marble sills
- Garage door hurricane impact resistant with automatic opener

### **Framing and Drywall**

Provide and install all interior framing, including all backing wood for cabinets, 2x4 sill/sole plate, fire blocking, 1" furring on block wall areas and metal hat furring channel on ceiling. Provide and install 5/8 gypsum wallboard for all ceilings and exterior walls, 1/2" gypsum wallboard for all interior walls, garage to have 5/8" Type X gypsum wallboard on framed walls and ceiling. Bathrooms shall be framed @ 16 O.C. with Durock or equal in wet areas, smooth finish on ceiling and walls. All other areas walls shall be smooth finish, ceiling shall be knockdown finish. All work shall adhere to the respective approved permitted plans and specifications for each Building Type. Allow 4 man hours and \$400.00 for contractor field adjustments to accommodate equipment and balance around bathroom windows and such.

### **Stucco**

Provide, install and apply stucco, lath and all banding, including, but not limited to, the details for banding and columns, all notes both general and specific, finishes, materials and stucco thicknesses contained within each permitted plan Type. Despite what plans show, apply lath and stucco to horizontal porch ceilings, overhangs, eaves and vertical roof/wall areas where applicable. All stucco shall be smooth finish 3-coat installed in accordance with Portland Cement Association Plaster/Stucco Manual (latest edition) to a minimum thickness of .625 nominal exclusive of texture, Apply a bonding agent or dash coat to all formed and poured concrete.

### **Electrical**

Provide for and install a complete Electrical System for each single family home including, but not limited to: one 150 amp panel, whole house general lighting and receptacles, 4500 watt 40 gallon water heater, small appliances, dishwasher, disposal, refrigerator, oven, air conditioning and heating., washer and dryer, garage door opener, smoke detectors, and all wiring, low voltage wiring, phone, cable and chase-ways. Electrical system is to be inclusive of a maximum of 80 feet of underground electrical supply service from the FPL power source to each house panel. Electrical Subcontractor shall follow all bid documents, architectural plans and specs, details, notes and all codes.



Allow for \$1,000 for electrical lighting fixtures, ceiling fans etc. A list of lighting fixtures will be posted on the WPBHA website as Exhibit A

### **Plumbing**

Provide and install all potable water, waste water, vent piping, fixtures, valves, and appurtenances for a complete plumbing system for each single family home including, but not limited to: one kitchen sink, white elongated water closets, one tub and shower, one shower, one dishwasher, one garbage disposer, one washing machine supply and drain with wall box, one 40 gallon electric water heater, in accordance with the contract documents (see Exhibit B Fixture List). Plumbing system is to be inclusive of a maximum of 40 feet of 4" sewer line from house drain to city utility sewer service and a maximum of 60 feet of 1 "water service piping from the city water meter to the house water supply service.

### **HVAC**

1. PROVIDE & INSTALL A FORCED AIR SYSTEM INCLUDING, BUT NOT LIMITED TO AIR HANDLING UNIT, A/C COMPRESSOR, DUCTWORK AND AIR OUTLETS AS SHOWN ON THE DRAWINGS AND AS SPECIFIED.
2. MECHANICAL EQUIPMENT & FITTINGS SHALL BE PROVIDED AS SHOWN ON THE DRAWINGS. WORK SHALL INCLUDE TRIM AND RELATED CONSTRUCTION AS REQUIRED.
3. PROVIDE EXPERIENCED, WELL TRAINED WORKERS COMPETENT TO COMPLETE THE WORK AS SPECIFIED AND IN A NEAT, EFFICIENT AND ORDERLY MANNER.
4. UNLESS APPROVED BY THE DESIGNER, PROVIDE RELATED PRODUCTS AND ACCESSORIES FROM ONE MANUFACTURER.
5. ALL WORK SHALL COMPLY W/ MANUFACTURER'S SPECIFICATIONS.
6. SUB-CONTRACTOR SHALL PROVIDE COPIES OF MANUFACTURERS INSTALLATION, MAINTENANCE & WARRANTY INFORMATION.
7. DELIVER, STORE & TRANSPORT MATERIALS TO AVOID DAMAGE TO THE PRODUCT AND OTHER WORK. REJECT ANY DAMAGED PRODUCTS DELIVERED TO JOB SITE.
8. VERIFY LAYOUT AND C.F.M. REQUIREMENTS SHOWN ON DRAWINGS AND NOTIFY DESIGNER OF DISCREPANCIES.
9. EXAMINE AND VERIFY THAT JOB CONDITIONS ARE SATISFACTORY FOR ACCEPTABLE WORK.
10. MAINTAIN AND USE UP-TO-DATE TRADE STANDARDS AND MANUFACTURER'S INSTRUCTIONS.
11. ALL WORK SHALL BE COORDINATED WITH OTHER TRADES.
12. DUCTWORK SHALL BE R-6 MINIMUM (3 POUNDS PER CUBIC FOOT DENSITY FIBERGLASS WITH VAPOR BARRIER) IN ACCORDANCE WITH ASHRAE AND SMACNA STANDARDS.  
DUCTWORK AND COMPONENTS SHALL BE CLASS 1 IN ACCORDANCE WITH 181 TESTS.

13. FLEXIBLE DUCT SHALL BE CLASS A IN ACCORDANCE WITH NAFPA STANDARDS 90A OR 90B INSTALLED STRICTLY AS DIRECTED BY MANUFACTURER, WITHOUT SAGS OR KINKS. MANUFACTURER'S INSTRUCTION SHALL BE AVAILABLE UPON REQUEST BY BUILDING OFFICIAL.
14. REFRIGERANT PIPING SHALL BE COPPER, HAND DRAWN TYPE L ACR TYP, DEHYDRATED AND SEALED JOINTS TO BE HIGH TEMPERATURE BRAZING ALLOY NOT LESS THAN 5% SILVER. INSULATION NOT LESS THAN 1/2" "ARMAFLEX" TYPE. LIQUID AND SUCTION LINES TO BE SIZED ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
15. PROVIDE GASKETS AT ALL GRILLS AND DIFFUSERS.
16. DRYER VENT SHALL BE MIN. 25 GAUGE METAL PIPE WITH SMOOTH INTERIOR SURFACE OR APPROVED METAL MATERIAL AND INSTALLED AND UTILIZED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS AND FMC 504.6 . MINIMUM SIZE OF EXHAUST DUCT SHALL BE 4" INTERIOR DIMENSIONS. MAXIMUM LENGTH SHALL NOT EXCEED 25' FROM DRYER LOCATION TO WALL, ROOFCAP OR ENGINEERED EXHAUST SYSTEM WITH BACK DRAFT DAMPER.
17. BALANCED AIR RETURN - RETURN AIR SHALL BE 1 1/2 TIMES THE CROSS SECTIONAL AREA (SQ INCHES) OF THE SUPPLY DUCT ENTERING THE ROOM IT'S SERVING & THE DOOR HAVING UNRESTRICTED 1" UNDERCUT. ALL SUPPLY AIR INTO THE MASTER SUITE SHALL BE INCLUDED.
18. SIZING FOR THRU THE WALL TRANSFER GRILLES SHALL USE 50 SQUARE INCHES TO 100 CFM OF SUPPLY AIR WITH UNRESTRICTED 1" DOOR UNDERCUT.
19. DUCTS SHALL NOT BE INSTALLED IN OR WITHIN 6" OF THE GROUND.
20. BATH EXHAUST SHALL BE CONSTRUCTED OF METAL AND TERMINATE TO THE EXTERIOR OF THE BUILDING IN ACCORDANCE WITH FBC-M 501.2.1 DRYER VENT-MIN. 4" GALVANIZED METAL DUCT TO BE LISTED AND UL LABEL AND CONSTRUCTED AS PER FMC 504.6 AND VENTED TO THE EXTERIOR WITH BACK DRAFT DAMPER AS 504.4&5.
21. AC SHALL BE IN COMPLIANCE WITH FBC RESIDENTIAL 5TH(2014) EDITION
22. AHU UNITS SHALL HAVE A DRAIN PAN WITH OVERFLOW SHUT OFF SWITCH
23. MECHANICAL EQUIPMENT AND APPLIANCES SHALL BE LOCATED AT OR ABOVE THE ELEVATION REQUIRED BY SECTION 1612.4.
24. CONDENSATE DRAIN LINES SHALL DISCHARGE AT LEAST 1 FOOT (305 MM) AWAY FROM THE STRUCTURE SIDEWALL, WHETHER BY UNDERGROUND PIPING, TAIL EXTENSIONS OR SPLASH BLOCKS. AS PER 2014 FBC-R318.5.
25. ALL ENVIRONMENTAL AIR EXHAUST SHALL TERMINATE NOT LESS THAN 3 FEET FROM OPERAL OPENINGS AS PER 2014 FMC 501.2.1.

## **Carpentry and Millwork**

- 6” White Primed Colonial Baseboard and White Primed Colonial Door Trim
- All pre-hung interior doors to be two panel square hollow white primed good quality with Colonial Casing
- Good quality lever handle brushed nickel door hardware for all bedrooms, bathrooms, closets, garage and rear French door.
- Provide and install front entry door hardware.

Submit all products and samples for owner/contractor and architect approval prior to installation

## **Painting**

The Contractor shall deliver a complete painted building interior and exterior in accordance with the Bid Documents, Plans and Specifications provided by the Architect of Record, David Lawrence Architecture, Inc.

### **Exterior Coating Schedule**

Please note that all masonry finish coats specified within have been tested for and have passed the ASTM D6904-03 wind driven rain test.

#### Stucco, EIFS, and Other Masonry Surfaces

A. Prime Coat: Loxon® Concrete Masonry Primer/Sealer Latex  
(LX02W50) (applied 5.3-8 mils  
WFT or 2.1-3.2 DFT)

B. Finish Coat: SuperPaint® Exterior Acrylic Satin (A89 Series)  
(4Mils WFT or 1.5 mils DFT)

#### Wood

A. Prime Coat: Prime new or bare areas using Exterior Latex Wood  
Primer (B42W8041) (4 mils WFT or 1.4 mils DFT)

B. Finish Coat: SuperPaint® Exterior Acrylic Satin (A89 Series)  
(4Mils WFT or 1.5 mils DFT)

#### Doors

A. Prime Coat: Pro Industrial™ Pro-Cryl Universal Metal Primer  
(B66 Series) (B66 Series) (5-10 mils WFT or 2-4 mils  
DFT)

B. Finish Coat: Pro Industrial™ Waterbased Urethane Alkyd  
Enamel (B53 Series) ( 4-5 mils  
WFT or 1.4-1.7 mils DFT)

#### Aluminum Soffit Gutters and Downspouts

A. Prime Coat: Pro Industrial™ Pro-Cryl (B66-310 Series) (5-10  
mils WFT or 2-4 mils DFT)

B. Finish Coat: SuperPaint® Exterior Acrylic Satin (A89 Series)  
(4Mils WFT or 1.5 mils DFT)

### **Interior Coating Schedule**

#### Drywall Walls and Ceilings

A. Spot Prime Coat: Drywall Primer (B28W8150) (4 mils WFT or 1.1  
mils DFT)

B. Two Coats: ProMar® 200 Zero VOC Interior Latex Flat  
(B30W2651 series) (applied 4 mils WFT or 1.6 mils  
DFT)

#### Wood Doors, Frames, Trim, & Crown Molding

A. Prime Coat: PrepRite ProBlock Interior/Exterior Latex  
Primer/Sealer (B51-600 series) (applied 4 mils WFT or 1.4  
mils DFT)

B. One Coat: ProClassic Waterborne Interior Acrylic Semi-Gloss  
(B31-1100 Series) (applied 4 mils WFT or 1.3 mils DFT)

### **Cabinetry and Countertops**

Solid wood raised panel self-closing cabinet doors. Good quality boxes with painted or stained wood facings. Provide owner with handle selection. Tall, above counter cabinets. Provide for cabinet backing behind drywall.

Counter tops to be granite (provide owner with selection) kitchens must be proper height for appliances and have 33x22 8” deep single bowl 18 gauge stainless steel . Bathroom vanity to have under-mount porcelain oval 3 hole 8” spread lavatory sinks and be 34” high

### **Bathroom Wall Tile**

6” x 6” white ceramic wall tile to ceiling

## **Flooring**

Ceramic simulated wood plank flooring of good quality in living areas and kitchen. White 20x20 ceramic tile with marble threshold in bathrooms. Carpet in bedrooms by others.

## **Driveway, Curb-cut and Walkways**

Cut out and remove existing walkway and curb cut, line up with new garage, compact and do pest control on soil, form up, place wire mesh and pour concrete using the proper PSI concrete for the use.

## **Landscape and Irrigation**

Follow pre-approved landscape and irrigation plan

## **C. INSPECTION OF WORK**

1. Should any work items require permits, it will be the Contractor's responsibility to acquire necessary permits and pay all required fees.
2. All work will be subject to inspection by the WPBHA Construction Project Manager, Joel Hatcher at all times, but such inspection shall not relieve the Contractor from any obligation to perform said work in accordance with the specifications or any other modification thereof, as hereby provided. Work not done strictly in accordance with the specifications shall be corrected and made good by the Contractor whenever so ordered by the WPBHA, without reference to any previous oversight or error in inspection and at no additional cost to the WPBHA.
3. Please also refer to Section A. paragraphs 9-12

## **D. OTHER CONTRACTOR RESPONSIBILITIES**

1. The Contractor shall ensure that its equipment and materials are satisfactorily stored and secured during the construction process, and prior to leaving each day, such that the items will not be damaged or vulnerable to theft.
2. The Contractor shall insure that the workplace is organized and tidy during construction and prior to leaving each day, in accordance with industry standards and safe practices.

3. It is the Contractor's responsibility to know the local code requirements and the bid shall reflect that knowledge of the code.
4. At all times, the Contractor shall coordinate with Joel Hatcher regarding all incremental and final inspections required by the building department, in the performance of the required work.

#### **E. EXTRA WORK**

Any extra work required in addition to that covered by these Specifications or the unit prices bid shall be done at a price agreed by the Owner and Contractor. All extra work must be authorized in writing by the West Palm Beach Housing Authority prior to commencement of the extra work.

**END OF SECTION**

**SECTION II  
ADDRESSES AND SCHEDULE**

**A. ADDRESSES:**

1- Lot as follows (see site plan for orientation):			
<u>Parcel Control Numbers</u>	<u>Addresses</u>	<u>SFH Type</u>	<u># of Stories</u>
74 43 43 1624 003 0020	422 20 <sup>th</sup> Street	Type 2 Rev	1-story

**B. CONTRACT TERM**

Time is of the essence on this project. By submitting a bid, Contractor understands and accepts that once notified by the Owner of the start date, it will mobilize and be fully staffed with the requisite labor force, equipment, assemblies, tools and material, and be capable of commencing work immediately. No Contractor shall commence work without the necessary permitting pertinent to the work it will undertake. The Owner will issue the Contract Documents to the Contractor. Time allowance for building the home will be 140 calendar days from Contract Execution to Certificate of Occupancy unless otherwise mutually agreed upon by Owner and Contractor in writing.

Coordination with the Contractor is critical at all times, to insure that work progresses as scheduled, and that any necessary changes in the work schedule can be shared with other Contractors. Contractors shall not unreasonably delay starting their next phase of the homes construction. Delays longer than 14 contiguous days in the flow of the project may be deemed a breach of contract. Additionally, customary coordination and courtesy between Contractors on the jobsite is expected and encouraged to facilitate a respectful and workmanlike project.

**END OF SECTION**

**SECTION III  
PAYMENT TERMS**

**A. GENERAL TERMS**

1. Payment terms are Net 30 days from the acceptance of a properly-completed invoice with all supporting documentation, as shown in the INVOICING section below. Acceptance means that all the billed work has been performed and is complete, and all invoicing requirements have been met, however, checks are cut on or about the 15<sup>th</sup> and 30<sup>th</sup> of each month. Properly completed invoices submitted at least 4 days in advance of those dates will help with timely payments. **Submit Pay Application(s) to:**

**West Palm Beach Housing Authority  
Attn: Joel Hatcher, Director of Construction  
3700 Georgia Avenue  
West Palm Beach, FL 33405**

2. The work to be done includes the furnishing and delivery of all equipment, materials, labor, tools and other forms of expense, together with the necessary supervision required to perform and complete the work as stipulated in the Detailed Scope, Specifications and Construction Plans. Therefore, omission of specific mention of the fact from any part of the Detailed Specifications shall not be deemed a waiver of the Contractor's obligation to furnish all supervision, materials, labor, equipment, tools and any other item of expense required to perform and complete the work as provided herein.

**B. INVOICING**

1. Invoicing shall be made as Applications for Pay, and shall be submitted on AIA Forms G702 and G703, or an acceptable equivalent. All Applications for Pay shall also include an invoice detailing the actual work which is being billed on the Application for Pay, and an applicable Conditional Lien Release, referencing the proper amount, along with the proper period of work. Prior to, or along with the subsequent Application for Pay, Unconditional Releases for the previous application for pay will need to be submitted to the WPBHA to show receipt of payment from the WPBHA/Contractor, and payment by the Contractor to all of its Contractors, if applicable. All Applications for Pay shall be reduced by 5% to be held as "retainage", with exception of the final Application for Pay, which should be for the payment of all accumulated retainage on the project. Under no circumstances shall the amounts reflected on the applications for pay cumulatively exceed the contracted price. The contracted price is that which is shown in the executed Subcontract Agreement along with the value of any executed Change Orders to the Subcontract. Contractor agrees to invoice at the prices bid or those referenced in the follow-on Construction Subcontract issued by the WPBHA subsequent to award, or those as modified in writing by the WPBHA.
2. Applications for Pay and Invoices shall also be numbered, include dates of service, location serviced, Project Name and the contract number, if applicable.

**END OF SECTION**



**SECTION IV  
ADDITIONAL GENERAL TERMS AND CONDITIONS**

**A. SUBCONTRACTING**

None of the services covered by this Subcontract shall be further subcontracted without the prior written consent of the WPBHA. The awarded Contractor shall be as fully responsible to the WPBHA for the acts and omissions of its own employees or independent contractors engaged in work on the project under control of the Contractor, or any of its sub-tier Contractors, and persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the Contractor. All terms, conditions and requirements “flow-down” from the Contractor to the lower tier Contractors. The Contractor shall insert in each subcontract appropriate provisions requiring compliance with all of the requirements in this solicitation and in the main Contractor’s Agreement with the WPBHA.

**B. INDEMNIFICATION AND INSURANCE**

1. Each Contractor shall be responsible for safety of persons and property and compliance with all Federal, State, and Local statutes, rules, regulations, and orders relating to the conduct of their work. The Contractor shall be responsible for payment of all fines levied against the WPBHA because of the Contractor’s conduct of their work. The Contractor shall indemnify and hold harmless the WPBHA for damages or liability resulting from any claim made by or on behalf of any employee of the Contractor relating to the conduct of the work.

2. Contractor’s Liability Insurance-The insurance required should be written for not less than the following, or greater if required by law:

- A. Workmen’s Compensation:
  - a. Statutory limits required by Sate Law
  - b. Employee’s Liability: \$500,000.00
  
- B. General Liability Insurance:
  - a. Aggregate - \$2,000,000
  - b. Per Occurrence - \$1,000,000
  
- C. Auto Insurance:
  - a. Aggregate - \$100,000
  - b. Per Occurrence - \$100,000

3. The Contractor shall procure and maintain, during the life of the contract insurance as listed. The insurance must be in the name of the Contractor which bid the work and will perform the work. The Contractor will not be allowed to continue on site after the expiration of insurance coverage, any lapse in coverage will cause termination of contract. Contractor’s partial payment shall be withheld until current Certificate of Insurance is submitted to the Authority.

**END OF SECTION**

**SECTION V  
INSTRUCTIONS TO BIDDERS FOR CONTRACTS**

A. BID PREPARATION AND SUBMISSION

**Bid submission shall include a copy of the entire Solicitation, including all requested information in the Solicitation filled out/completed, to include Price/Cost, Representations, Certifications and Other Statements of Bidders, copy of a valid, current City Business License and Proof of Insurance coverage and References. Proposals or contracts will not be accepted. If you need help please don't hesitate to ask.**

- (a) Bids must be received by July 6, 2021, prior to 4pm EST. Any bid received after that date and time will not be considered.
  
- (b) The WPBHA shall be the sole determinant as to whether a bid is considered responsive to the solicitation, submitted from a responsible Contractor, and accepted or rejected.

**END OF SECTION**

**SECTION VI  
PRICING**

**Merry Place Estates  
IFB-21-MPE-Type 2 Alt New Home**

*Bid Due Date/Time: July 6, 2021 at 4:00pm EST*

**Bidder Name:** \_\_\_\_\_ (hereinafter called "Bidder")  
(Printed/Typed name of Bidder)

Bidder is a Corporation/a Partnership/an individual (strike out inapplicable terms), and submitting this bid to the West Palm Beach Housing Authority hereinafter called the "Owner".

**To Whom It May Concern:** The Bidder, in compliance with Invitation For Bid Number **IFB-21-MPE-Type 2 Rev New Home**, Merry Place Estates, Solicitation for Contractors, and having examined the bid package and the site of the proposed work, and being familiar with all of the conditions surrounding the completion of the proposed task including the availability of, hereby proposes to furnish all equipment, materials, assemblies, trained labor, and all other necessary furnishings necessary to carry out the bid work in accordance with the Contract Documents, the time set forth therein, and at the prices stated below.

Base Bid for 1 Home on 1 Lot as follows (see site plan for orientation):			
<u>Addresses</u>	<u>SFH Type</u>	<u># of Stories</u>	<u>Firm-Fixed Price</u>
422 20th Street	Type 2 Rev	1-story	\$ _____
<b>GRAND TOTAL:</b>			\$ <span style="border: 1px solid black; display: inline-block; width: 150px; height: 20px; vertical-align: middle;"></span>

**Base Bid:** Bidder agrees to perform all of the services as is described in the scope of work, project plans, specifications and on the basis of a site inspection for the FIRM-FIXED prices reflected above, and the Grand Total as referenced above and written below:

\_\_\_\_\_ (\$ \_\_\_\_\_)  
(Written Amount of Bid) (Dollar Value)

*In case of discrepancy, the amount shown in words will govern.*

**Addenda:** Bidder acknowledges receipt of the following addenda, if any: \_\_\_\_\_

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informality in the bidding process. The bidder agrees that this bid shall be good and may not be withdrawn for a period of 60 calendar days after the scheduled closing time for receiving bids. Upon issuance of a Contractor Agreement from the WPBHA resultant from the acceptance of a submitted bid, the Contractor will execute the formal Agreement within 10 days, and provide all the required items including but not limited to: Notice of Commencement, project-specific insurance certificate reflecting the minimally-required insurance and referencing policies covering the work as bid, at the locations which are part of this Invitation for Bid.

Respectfully submitted:

By: \_\_\_\_\_  
(Signature of Authorized Individual)

\_\_\_\_\_  
(Print Name & Title of Authorized Individual)

\_\_\_\_\_  
(Business Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City and State)

**End of Section**

**SECTION VII  
REQUIRED DOCUMENTATION AND ACKNOWLEDGEMENTS**

**In keeping with, or in addition to, the responses required of this Invitation For bid, including the appended/referenced Exhibits shown in the Table of Contents, the following documents/acknowledgements, shall be provided with your response. Failure to provide these documents/acknowledgements may preclude your bid from being considered:**

**Copy of Contractor License  
Submitted With Bid** \_\_\_\_\_  
**Y or N**

**\*Insurance Certificate (Showing Bidder's Name And Minimum  
Required Coverage) Has Been Submitted With Bid** \_\_\_\_\_  
**Y or N**

**Copy of Bidder's Business Tax Receipt  
Has Been Submitted With Bid** \_\_\_\_\_  
**Y or N**

**Small, Minority or Women-Owned Business (if applicable)  
(Circle All That Apply And Provide Certification)** \_\_\_\_\_  
**Y or N**

**Construction Plans For Type 2 Alt Model Home Have Been Reviewed  
And Considered As Part of This Bid Submittal** \_\_\_\_\_  
**Y or N**

**A Physical Site Visit Has Been Made** \_\_\_\_\_  
**Y or N**

**Acknowledge addendum** \_\_\_\_\_  
**Y or N**

**\*A project-specific insurance certificate will be required prior to contract execution.**

**End of Section**