

Invitation to Bid

To Whom It May Concern:

JURA 19A Program will be accepting bids for the work described in the Bid/spec form included with this document. Bids must be received no later than 4:00pm on the date stated on form. Bids received after this date and time will not be accepted. If you are interested in submitting a bid, it should be hand delivered to the Jamestown Department of Development. Located on the fourth floor of the City of Jamestown Municipal Building. Located at 200 E Third Street, or Emailed to the 19A Program Manager.

There will be a Pre-Bid Walkthrough for this project on November 2 at 10 am Attendance at this meeting is strongly suggested. Contractors who cannot attend this meeting must contact the Program Manager to arrange a private walkthrough at his/her discretion. At the meeting, all prospective bidders must register with his/her name and list the name and address of the company he/she represents. Bids submitted by contractors who have not registered and attended a Pre-Bid Walkthrough shall be rejected.

Bids must be prepared and submitted in a sealed envelope using the forms provided and must be typed or printed and then signed in ink. All bids received by the deadline date and time will be reviewed by the 19A Program Manager. All bids must include all requested work items, conform to the project standards/ specifications and be responsive, accurate and cost reasonable. If bidding on multiple jobs of the same type (eg., Interior clean outs) and offer any type of discount on winning multiple bids, please include as a percentage on your bid forms. The 19A Program Manager will select the contractor to perform all construction work required and the contract will be executed between the 19A Program Manager and the winning contractor.

You are reminded to bid only on those items designated on the work write up form. In the event the owner should request additional work or deletion of any work from the write up, or should you feel additional work is required, list those items with costs on a separate piece of paper or letterhead stationery. All additional items will be considered separately from the base bid and any consideration of any changes will be negotiated with the owner after the bid opening.

JURA has the right to reject any and all bids at their sole discretion. Should you have any questions or concerns about any of the items on the work write up, please contact the 19A Program Manager for clarification prior to bidding. You are reminded that your bid should be inclusive of all taxes, fees and permits if applicable.

Upon selection of the winning contractor, the 19A Program Manager will send a Bid Award Notice to the selected contractor. The bid award notice will advise the selected contractor of the date, time and location of the pre-construction conference that must take place before any work can begin. Upon satisfactory completion of the pre-construction conference, the 19A Program Manager will issue a "Notice to Proceed", which must be executed by the selected contractor as well.

Thank you for your consideration of this Invitation to Bid,

Sincerely,

Jay Schultz

19A Program Manager
City of Jamestown DOD
200 E Third St.
Jamestown, NY 17401
Schultz@jamestownny.gov
Ph. 716-640-5547



**Edward A.
Sundquist**
Mayor

Department of Development

200 East Third Street, Jamestown, NY 14701
Phone: 716-483-7541 • Fax: 716-483-7772 •

www.jamestownny.gov

REHAB SPECIFICATIONS

PROPERTY LOCATION: _____ Jamestown, NY 14701

NO. OF UNITS: _____ Units

OWNER: _____

PHONE NUMBER _____

OWNER'S ADDRESS: _____

APPLICATION NUMBER: _____

THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING ALL DIMENSIONS AND QUANTITIES OF MATERIALS NECESSARY FOR A COMPLETE AND FINISHED JOB. ANY MATERIAL QUANTITIES AND SIZES GIVEN BELOW ARE ONLY APPROXIMATIONS AND MUST BE INDEPENDENTLY DETERMINED BY THE CONTRACTOR. FIRST CLASS WORKMANSHIP BY SKILLKED TRADESMEN IN EACH CRAFT IS REQUIRED. ALL WORK SHALL BE GUARANTEED FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF ACCEPTANCE. ALL MATERIALS AND ANY SUBSTITUTIONS ARE SUBJECT TO APPROVAL BY THE DEPARTMENT OF DEVELOPMENT. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING NECESSARY PERMITS AND COMPLYING WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL CODES.

LEAD BASE PAINT PROHIBITION: In accordance with Section 35.3 and 35.4 of Part 34 of 24 Code of Federal Regulations use of lead base paint is prohibited in residential structures on "applicable surfaces" meaning all interior and those exterior surfaces such as stairs decks porches railings, windows, and doors, which are readily accessible to children under seven years of age.

The rehabilitation work order items as outlined in the above specifications have been discussed, reviewed, and agreed upon by both the property owner and the City of Jamestown's Department of Development.

PROPERTY OWNER

HOUSING INSPECTOR / SPEC WRITER

DATE

DATE

GENERAL

All demo items become the property of the contractor unless otherwise marked. Items containing lead-based paint or other hazards, which are to be removed from the property, must be handled in a proper manner and are to be disposed of in a proper landfill.

Scope of Work

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

BID TO PERFORM RENOVATION ACTIVITIES

1. _____

Description

BID AMOUNT: \$ _____

2. _____

Description

BID AMOUNT: \$ _____

3. _____

Description

BID AMOUNT: \$ _____

In making this bid, the bidder hereby acknowledges awareness of and familiarity with requirements of all governing Federal Laws, New York State Laws, City of Jamestown Codes, Rules and Regulations.

To: Department of Development

200 E Third St. Jamestown, NY

Attn: _____

From: _____

Address: _____

Phone Number: _____

Having visited the site and examined all conditions affecting work and being familiar with all conditions applicable to the proposed project, including availability of materials and labor, I / we hereby propose to furnish all labor and materials, equipment and supplies, and to perform the project in accordance industry standards.

Bids due on the _____ day of _____, 20__

ALTERED OR INCOMPLETE BIDS MAY NOT BE CONSIDERED

Address of Property: _____ Jamestown, NY 14701

Our bid to perform the job of renovating the identified structure as per the supplied specifications

_____ Total Bid Amount \$ _____

Contractor's Signature

Date