PROPERTY OWNER: Orlando Sepulveda
ADDRESS: 5555 Malt Drive, #1, Fort Myers, FL 33907
BID DUE DATE: Wednesday, February 15, 2017

The bid submitted is based on the structure being: Occupied Unoccupied by the Tenant/Owner during construction.

BID LIFE FORTY-FIVE (45) CALENDAR DAYS

RETURN TO: Lee County Department of Human Services
2440 Thompson Street
Fort Myers, FL 33901
(239) 533-7930

Pursuant to and in compliance with the Invitation to Bidders and the proposed Contract Documents as Defined in the Instructions to Bidders relating to the Rehabilitation Construction Project referenced above, including any Addenda, the undersigned, having become thoroughly familiar with the terms and conditions affecting the performance and cost of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within 120 calendar days from the date the Notice to Proceed is issued, and in exact accordance with the proposed Contract Documents, including furnishing of any and all labor and materials and to do all the work required to construct and complete said work in accordance with the Contract Documents, for the following sum of money:

Total prices are to include all labor, materials, services and equipment necessary for completion of the work as shown on the Drawings, Schedule of Work and General Specification attached hereto:

BASE BID: $_________________________

BID ADDENDA, (IF APPLICABLE): $_________________________

TOTAL BASE BID INCLUDING ALL ADDENDA (IF APPLICABLE): $_________________________

TOTAL BID ALTERNATES, (IF APPLICABLE): $_________________________

SCOPE OF WORK: Roof, HVAC, and misc.

This project requires the Contractor to have the following license(s) to perform the specified scope of work: General Contractor’s License

Ordering Instructions: Official Bidding Documents may be examined at and must be obtained from the Lee County Human Services Department 2440 Thompson Street, Fort Myers, FL 33901, phone 239-533-7900 or online at: http://www.leegov.com/dhs/housing/contractors/openbids

Please Note: Bids will not be accepted by the County if the Official Bidding Documents are not obtained from Lee County Department of Human Services. Any substitutes for the Lee County Official Bidding Documents will not be accepted.

It is mandatory that the contractor or his representative attend all Pre-Bid Meetings (if required). Failure to attend will result in forfeiting the right to bid on this project. All pages of the bid package must be submitted.

SEALED BIDS TO BE SUBMITTED
BY 3:00 P.M, February 15, 2017.

TO: LEE COUNTY BOARD OF COUNTY COMMISSIONERS
LEE COUNTY HUMAN SERVICES
2440 THOMPSON STREET, FORT MYERS, FLORIDA

BID OPENING:
LEE COUNTY HUMAN SERVICES
2440 Thompson Street, Fort Myers, FL 33901
DATE/TIME: Wednesday, February 15, 2017 at 3:00 P.M.
INSTRUCTIONS TO BIDDERS

1. DEFINITIONS

1.1  "COUNTY" is defined as the Board of County Commissioners of Lee County, Florida, or its duly authorized representative(s).

1.2  "BIDDER" is defined as one who submits a bid directly to the COUNTY in response to this Solicitation.

1.3  "SUCCESSFUL BIDDER" is defined as the lowest, qualified, responsible, and responsive bidder to whom the Board of County Commissioners makes a written award, based upon evaluation criteria contained herein.

1.4  "BIDDING DOCUMENTS" or "CONTRACT DOCUMENTS" is defined as document to be submitted with the bid proposal:
   A. Signed Bid Form with ALL items completed.
   B. Schedule of Work with unit prices for all “Bid Items”, “Alternates”, and “Addenda” items, as applicable.
   C. Acknowledge Receipt of Addenda, if applicable.
   D. Rehabilitation Contractor Application - MUST BE currently on file or submitted within ten (10) calendar days AFTER Bid Opening. Applications are available at Lee County Department of Human Services (Housing) or on the Human Services website: http://www.leegov.com/dhs/housing/contractors

NOTE: Title, Subtitles, Headings, Running Headlines of Contents, and Indexes are used merely for convenience purposes.

1.5  "SEALED BID" is defined as the form in which the bidding documents are to be submitted to the COUNTY.
   A. Bidding Documents must be submitted in a sealed envelope no later than 3:00 pm on the date specified
   B. Sealed envelope must be labeled “Sealed Bid”, and clearly state the CLIENT NAME, CLIENT ADDRESS, DATE AND TIME BID IS DUE, CONTRACTOR NAME, and CONTRACTOR ADDRESS.
   C. All items in Section 1.4 of this package are to be included in the sealed envelope.

2. BIDDER EXAMINATION/INVESTIGATION OF SITE

2.1  EXAMINATION OF DRAWINGS, SPECIFICATIONS AND ATTENDANCE AT PRE-BID MEETING

Before submitting a bid, each bidder shall carefully examine the drawings (if applicable), read the specifications, general conditions, and all other contract documents and ATTEND THE PRE-BID MEETING (if required). Each bidder shall fully inform himself prior to bidding as to all existing conditions and limitations under which the work is to be performed and he shall include in his bid a sum to cover the cost of all items necessary to perform the work as set forth in the contract documents. No plea of ignorance of conditions or difficulties that may be encountered in the execution of the work pursuant to this bid package may be made. Failure to make the necessary examinations and investigations will not be accepted as an excuse for any failure or omission on the part of the successful BIDDER. Successful BIDDER must fulfill all of the requirements of the Contract Documents. Failure or omission on the part of the successful BIDDER will not be accepted as a basis for any claims whatsoever for extra compensation or for an extension of time. The submission of a bid shall be construed as conclusive evidence that the bidder has made all necessary examinations and investigations.

2.2  Reference is made to the Supplementary Conditions for the identification of those reports of investigation and test of subsurface and latent physical conditions at the site or otherwise affecting cost, progress or performance of the work which have been relied upon by the County and/or its Consultant in preparing the Drawings and Specifications. COUNTY will make copies of such reports available to any BIDDER requesting them. These reports are not guaranteed as to their accuracy or completeness, nor are they part of the Contract Documents. Before submitting its Bid, each BIDDER will, at its own expense, make such additional investigations and tests as the BIDDER may deem necessary.

2.3  BIDDER shall not be entitled to compensation beyond its bid price when required to incur expenses because of tolls, weight limits of trucks, access to the site, permanent or temporary power at the job site, delivery of materials, temporary utilities, or compliance with OSHA requirements when examination and/or investigation of the site conditions and access routes would have revealed the extra expense involved. The above list is intended to be illustrative and not all-inclusive.

3. PREPARATION OF BID

3.1  Each BIDDER shall submit the completed Bid Specifications and indicate the total lump-sum, total unit price base bid, and any total price(s) of any alternative(s) requested as part of the bid solicitation. BIDDER must furnish all requested information in the space provided in the Bid Specifications. The BIDDER is solely responsible for reading and completely understanding the requirements and the specifications of the items bid.
3.2 Signatures shall be required as follows:

A. Bids by a corporation must be manually executed in the corporate name, by the President or Vice President (or other corporate officer, accompanied by written evidence of authority to so sign). The corporate seal must be affixed and attested by the secretary or assistant secretary. The corporate address and State of incorporation must be shown below the signature. Non-resident corporations shall furnish to the COUNTY a duly certified copy of all required authorizations to transact business in the State of Florida along with the bid proposal.

B. Bids by a partnership must be manually executed in the partnership name and signed by a partner whose title must appear under the signature. The official address of the partnership must be shown below the signature.

C. Attorneys-in-Fact who sign bonds or other surety instruments must attach with each bond or surety instrument a certified and effectively dated copy of their power of attorney.

D. All names must be typed or printed below the signature.

3.3 The COUNTY will only consider bids meeting the exact specifications and requirements of the Bidding Documents.

3.4 Bid errors shall be handled as follows:

A. Where bids have erasures or corrections, each erasure or correction must be in ink and initialed in ink by the BIDDER.

B. In the case of unit price bids, if an error occurs in the extension of an item, the unit price in words (as shown in the bid) will govern.

3.5 Any blank spaces on the Bid Specifications, qualifying notes, exceptions, counter offers, lack of required submittals, signatures, or failure to submit a bid on the County's form may cause BIDDER to be declared non-responsive.

3.6 Where required by the bid package, BIDDERS must submit (with their bid specifications) cuts, sketches, descriptive literature and/or complete specifications relative to the items proposed and offered.

3.7 The BIDDER shall comply with the Florida Sales and Use Tax Law as it may apply to this Contract. The Bid amount(s) shall include any and all Florida Sales and Use Tax payment obligations required by successful Florida Law of the successful bidder and/or its subcontractors or material suppliers.

3.8 Bid envelope MUST be marked as outlined in Section 1.5 (above).

4. COUNTY INTERPRETATION/ADDENDA

4.1 No interpretation or clarification of the meaning of the plans, specifications, or other contract documents will be binding if made to any BIDDER orally. Every such request must be in writing, addressed to the LEE COUNTY DEPARTMENT OF HUMAN SERVICES, and received no later than three (3) calendar days prior to bid opening date.

4.2 All such interpretations or clarifications MUST be issued in writing by Housing Services. Information obtained directly from the homeowner of the property being rehabilitated will not control.

4.3 All interpretations, supplemental instructions, or modifications to the Bidding Documents will be issued as a written Addendum and made available to all known BIDDERS, not later than three (3) calendar days (excluding Saturdays, Sundays, and Holidays), prior to the bid opening date. Questions will not be accepted during the last three (3) days prior to bid opening date, unless otherwise specified by the Department of Human Services. All Bidders should check with Human Services at least three (3) calendar days before the bid due date to verify information regarding Addenda. Failure to do so may result in rejection of the bid as non-responsive. Bidder shall acknowledge receipt of all Addenda by number and date on the Bid Specifications. Addenda information will be emailed to all contractors that attended the mandatory pre-bid meeting (if required) or posted on the Human Services website. IT IS THE SOLE RESPONSIBILITY OF THE BIDDER TO ENSURE HE/SHE OBTAINS INFORMATION RELATED TO ADDENDA. All Addenda shall become part of the Contract Documents.

5. INSURANCE REQUIREMENTS

5.1 CONTRACTOR’S LIABILITY, WORKER’S COMPENSATION AND AUTO INSURANCE POLICIES - The successful bidder shall deliver to the Lee County Department of Human Services (Housing) along with the executed agreement, within ten (10) calendar days of the Notice of Award, certificates of insurance, which the successful bidder is required to purchase and maintain in accordance with Florida Law. If the successful bidder fails to furnish the required certificates of insurance with the ten (10) calendar days of the Notice of Award, Lee County Department of Human Services (Housing) may annul the Notice of Award, and award the bid to the next lowest, responsible, and responsive bidder.

6. SUBMISSION OF BIDS

6.1 SUBMIT THE BID according to section 1.5 of this package IN A SEALED ENVELOPE, EITHER MAILED OR HAND CARRIED, TO Lee County Department of Human Services, 2440 Thompson St, Fort Myers, FL 33901, PRIOR TO THE BID CLOSING TIME. The ENTIRE Bid Package must be stamped in received by Human Services prior to the bid submittal deadline.
6.2 The proper delivery of the bid to Lee County is solely and strictly BIDDER'S responsibility. Lee County shall not be responsible for delays caused by the United States Postal Service or any other occurrence. Bids submitted by certified or registered mail, not received by Lee County Human Services by the bid submittal deadline, will not be honored.

6.3 The bid submittal time will be scrupulously observed. Under no circumstances will bid proposals delivered after the specified submittal time be considered. It is the bidder’s responsibility to ensure the bid is received by the Department of Human Services prior to the opening date and time specified. Any bid received after the opening date and time will be promptly returned to the bidder unopened.

6.4 Bidder must submit his/her Lump Sum Bid on this Bid Form and Unit Prices on the Schedule of Work. Any blank spaces on the Bid Form and Schedule of Work required in Instructions to Bidders or signatures may result in the Bid being declared as NON-RESPONSIVE.

7. WITHDRAWAL, TRANSFER OR MODIFICATION OF BIDS

7.1 Bids may be withdrawn at written, faxed, or e-mailed request of the BIDDER in time for delivery, in the normal course of business, prior to the time fixed for the opening of bid proposals provided, however, that written confirmation of any telegraphic-withdrawal over the signature of the BIDDER is placed in the mail and postmarked prior to the time set for bid opening.

7.2 If, within twenty-four (24) hours after Bids are opened (excluding Saturdays, Sundays and Holidays), any BIDDER providing a signed, written notice to the COUNTY and demonstrating to the reasonable satisfaction of the COUNTY that there was a material and substantial mistake in the preparation of its Bid, may withdraw its Bid without penalty. The BIDDER shall be disqualified from further consideration on the Work to be provided under that Project. Except as specified in this subparagraph, BIDDER may not withdraw its Bid after the appointed bid opening time.

7.3 As consideration for the undersigned bid to be acknowledged by Lee County Department of Human Services in their Award of the Contract, the undersigned bidder hereby agrees that his/her bid shall be only on such forms as provided and shall be submitted prior to the scheduled time on which the bids are to be opened. Any revocation of the original bid shall be accompanied by submission of the same form as the original bid with the work REVOCATION placed thereon. All revocations and modifications shall be sealed.

7.4 BIDDER may not modify its bid proposal after the appointed bid opening time for any reason whatsoever.

7.5 BIDDER may not assign or otherwise transfer its bid prior to or after the bid opening time.

8. BID OPENING

8.1 At the time and place fixed for the opening of bids every bid properly delivered within the time fixed for receiving bids will be opened and publicly read aloud, irrespective of any irregularities found therein. BIDDERS and other persons interested may be present, in person or by representative. An abstract of the amounts of the base bids and major alternates (if any) will be made available to BIDDERS after the opening of bids.

9. AWARD OF CONTRACT/REJECTION OF BIDS

9.1 Bids are being obtained pursuant to FS 255.20. The statutory criterion for award of a bid is to the “lowest qualified responsive and responsible bidder in accordance with the contract/bid documents”. A bid meeting these statutory criteria is considered in the best interest of the COUNTY. The COUNTY reserves the right to exercise its discretion to reject any and all Bids, with or without cause, to waive informalities (e.g., not involving price, time or changes in the work), and to accept the bid that in its judgment will be in the best interest of Lee County. Discrepancies in the multiplication of units of work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. Minor mathematical errors will be corrected by the Department of Human Services based upon stated criteria.

9.2 The COUNTY may conduct such investigations as the COUNTY deems necessary and appropriate to assist in the evaluation of any Bid and to establish the responsibility, qualifications and financial ability of Bidders, proposed Subcontractors, Suppliers and other persons and organizations proposed by Bidder hereunder.

9.3 By submitting a bid, the BIDDER recognizes and accepts that the COUNTY may reject the bid based upon the exercise of its sole discretion. BIDDER waives any claim(s) it may have for damages or other relief resulting directly or indirectly from the rejection of its bid based on any grounds, including the disclosure of any pertinent information relating to the reasons for rejection of said bid.

9.4 All vendors will be evaluated on their past performance and prior dealings with Lee County (i.e., failure to meet specifications, poor workmanship, late delivery, etc.). Poor or unacceptable past performance may result in bidder disqualification.

9.5 The County reserves the right to exercise its discretion, to waive minor informalities in any bid; to reject any or all bids with or without cause; and/or to accept the bid that in its judgment will be in the best interest of the County of Lee.

10. EXECUTION OF WRITTEN CONTRACT

10.1 The COUNTY will issue a "Notice to Proceed" on the Project within forty-five (45) calendar days of the date of the Notice of Award.
10.2 In the event the Notice to Proceed has not been issued by the COUNTY within the forty-five (45) calendar day period above, the CONTRACTOR shall have the option, upon written notice, to rescind the Contract or continue with the Contract as originally bid, unless stated otherwise in Supplemental Conditions.

11. ACCEPTANCE

11.1 The materials and/or services delivered under the bid shall remain the property of the seller until a physical inspection and actual usage of these materials and/or services is accepted by the County and is deemed to be in compliance with the terms herein, fully in accord with the specifications and of the highest quality. In the event the materials and/or services supplied to the County are found to be defective or do not conform to specifications, the County reserves the right to cancel the order upon written notice to the seller and return such product to the seller at the seller’s expense.

12. PUBLIC ENTITY CRIME AFFIDAVIT

12.1 Any person or affiliate as defined by statute who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid or a contract to provide any goods or services to the County; may not submit a bid on a contract with the County for the construction or repair of a public building or a public work; may not submit bids or leases of real property to the County; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with the County, may not transact business with the County in excess of $25,000 for a period of 36 months from the date of being placed on the convicted vendor list.

13. DRUG FREE WORKPLACE

13.1 Whenever two or more proposals, which are equal with respect to price, quality, and service, are received for the procurement of contractual services, a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the evaluation/award process. In order to have a drug-free workplace, a business shall comply with the requirements of Florida Statutes 287.087.

14. PERMITS AND LICENSES

14.1 The contractor must apply for all applicable permits within fourteen (14) calendar days after the notice to proceed is issued by the Lee County Department of Human Services. All permits, governmental fees and licenses necessary for the proper execution and completion of the work must be obtained prior to the commencement of any work required by job specifications, copies of such licenses and permits shall be provided to the rehab specialist upon receipt. Each contractor will submit, to the rehab specialist, a copy of job specifications that have been signed off by the building department certifying that all permits applicable to the work required have been applied for.

A notice of commencement will be filed on each job in conjunction with the issuance of notices to proceed and any other requirements of the Florida Mechanic’s Lien Law shall be completed.

15. LABOR AND MATERIALS

15.1 The contractor shall provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, transportation, etc., necessary for the proper execution and completion of the work.

16. IMMIGRATION LAWS

16.1 Lee County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 a(a), Section 274A(e) of the Immigration and Nationality Act (“INA”).

16.2 Lee County shall consider the employment of any Contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the recipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of the contract by Lee County.

17. SECTION 3

17.1 It is the policy of the Lee County Department of Human Services (DHS) to comply with the requirements of Section 3 of the Housing and Urban Development Act (HUD) of 1968 pursuant to 24 CFR 570.607(b). This legislative directive provides preference to low-income residents, and businesses that substantially employ these persons, for new employment, training, and contracting opportunities resulting from HUD-funded projects. As such it is the intent of DHS to give, to the greatest extent feasible, (consistent with existing Federal, State, and local laws and regulations), employment, contracting and other economic opportunities arising in connection with a proposed project to low-income persons, Section 3 residents and business concerns in the local community, and that contracts be awarded to eligible business concerns which employ and/or are owned in substantial part by such low-income persons residing in Lee County.

17.2 In order for DHS to be considered in compliance with the regulation, DHS will make, to the greatest extent feasible, efforts to achieve the three annual minimum numerical goals as set forth at 24 CFR Part 135.30, for employment and contracting by: 1) awarding 10 percent of the total dollar amount of all covered construction contracts to Section 3 businesses; 2) offering 30 percent of new employment opportunities to Section 3 businesses; and 3) hiring 30 percent of new hires as Section 3 residents annually—i.e., one out of three new employees needed to complete a Section 3 covered project/activity shall be a Section 3 resident.

17.3 Efforts to ensure that these levels are achieved include: 1) requiring that all contractors post information at job sites in affected areas regarding employment opportunities and preference in hiring Section 3 employees and 2) advertising projects identifying contracting opportunities and the preference to utilize Section 3 businesses.
CERTIFICATION

I understand that Lee County Department of Human Services reserves the right to reject this bid, but that this bid shall remain open and shall not be withdrawn for a period of forty-five (45) calendar days from the date prescribed for its opening. If written Notice of Award of this bid is delivered to the undersigned within forty-five (45) calendar days after the date set for the opening of this bid, or at any other time thereafter before it is withdrawn, the undersigned will execute and deliver the Contract Documents to the Department of Human Services in accordance with this bid as accepted and will also furnish and deliver to the Lee County Department of Human Services proof of insurance coverage within ten (10) calendar days after delivery of the Notice of Award of this bid.

Bidder warrants by virtue of bidding that any orders placed or contracts awarded within forty-five (45) calendar days from the date of bid opening shall be honored at the prices, terms and conditions in this proposal unless otherwise stated. All bids shall be subject to acceptance and issuance of a Notice to Proceed by the property owner within forty-five (45) calendar days after the contract has been awarded.

Bidder must submit his/her Lump Sum Bid on this Bid Form and Unit Prices on the Schedule of Work. Any blank spaces on the Bid Form and Schedule of Work required in Instructions to Bidders or signatures may result in the Bid being declared as NON-RESPONSIVE.

SEALED FORM, MODICATION, AND REVOCATION OF THE BID

As consideration for the undersigned bid to be acknowledged by the Property Owner in their Award of the Contract, the undersigned bidder hereby agrees that his/her bid shall be only on such forms as provided and shall be submitted prior to the scheduled time on which the bids are to be opened. Any revocation of the original bid shall be accompanied by submission of the same form as the original bid with the work REVOCATION placed thereon. All revocations and modifications shall be sealed.

ANTI-COLLUSION STATEMENT

The below signed bidder has not divulged to, discussed or compared his bid with other bidders and has not colluded with any other bidder or parties to the bid whatsoever.

Notice of Award or request for additional information may be addressed to the undersigned at the address set forth below.

By signing below I acknowledge that I have read and understood the information in this bid form.

FIRM: ___________________________________________________________________________________________

BY: ______________________________________________________________________________________________

(Printed)

BY: ______________________________________________________________________________________________

(Signature)

TITLE: ___________________________________________________________________________________________

ADDRESS: _______________________________________________________________________________________

________________________________________________________________________________________________

PHONE NUMBER: ________________________________________________________________________________

LICENSE NUMBER: ______________________________________________________________________________

LICENSE TYPE: _________________________________________________________________________________
Lee County BoCC
Human & Veterans Services

Name: Orlando Sepulveda
Address: 5555 Malt Dr #1
City, State Zip: Fort Myers, Fl. 33907
Client Phone #: 239-719-1670
Strap #: 14-45-24-02-05555.0010
Date: 02/06/2017
Rehab Specialist: Bob Betrus; 239-533-7952

Contractor will have 60 days to complete the roofing work and 120 days total for the job.

All construction shall be in compliance with the 2014 Florida Building Code, Building, Residential, Existing Building, Plumbing, and Mechanical with 2009 Supplements. The 2011 National Electrical Code, All Lee County Ordinances, And all current Florida State Statutes, to include # 553.844 and #553.885.

Contractors shall be responsible for all dimensions, locations, and quantities. All color samples shall be submitted and approved by this office prior to work commencing.

Note: No deviation from this specification will be permitted without written and signed authorization by Lee County Department of Human Services.

Contractors must obtain ALL NECESSARY PERMITS and all necessary documents from Federal, State and Local governmental agencies prior to commencement of any work, and furnish copies of permits to Lee County Department of Human Services prior to commencement of any work. Permits will cover all work to be completed under this schedule of work.

SCHEDULE OF WORK

DESCRIPTION OF EXTERIOR

2. Single Ply Roofing Torch: On (entire roof for unit #1) remove entire existing roofing and drip edge or gravel stop to sheathing. Remove all deteriorated lumber or partially deteriorated lumber pertaining to roofing components; sheathing, planking, rafter tails, fascia, etc. All exposed lumber replacement shall be P.T. lumber. Provide new lumber to meet existing size and to local building codes. Deteriorated overhangs may be cut back no more than flush with exterior wall of house and new joists nailed into place with a minimum 2’ overlap. All fascia replacement shall have a length sufficient to reach a minimum of 3 rafter ends. Roof shall be swept clean prior to installation of any roof covering. Application will be an approved surface free of splinters, staples or nails. Apply new 43# glass base in accordance with manufacturers nailing specifications and baked-on pre-finished enamel 26 gauge drip edge. Apply granule-surfaced sheet, single-ply bitumen roofing. (Mule Hide, or equal) in accordance with manufacturer's specifications. Modified roofing will be counter flashed at edge per manufacturers specifications and flashed and counter flashed all roof elevation differences. (Aluminum paint shall be applied by contractor per manufacturer's specifications). Contractor shall call Rehabilitation Specialist for inspection of roof prior to application of glass base. This roof, on completion, will be in a first class condition and shall be in compliance with the Florida Building Code Standards. Owner will be furnished with the standard manufacturer's warranty and minimum two-year contractors warranty on labor upon completion. Copy to Lee County Department of Human Services. (Cold process is acceptable).
2. Single Ply Roofing Torch: (cont)

Flashing: All valleys, chimneys and all flashed areas shall be replaced with minimum 26 gauge standard galvanized metal flashing to local code. Pre-painted aluminum or baked pre-finished galvanized drip edge will extend back a minimum of 2" from edge of roof and have a 1" x 2" P.T. spacer if wood fascia board is exposed. All vent pipes and other roof penetrations shall be properly flashed with approved lead sleeve type flashing, pitch pans or other approved methods. All flashing will be done in accordance with the Florida Building Code Standards and be completed in a workmanlike manner. (Color of drip edge will be owner’s choice from available stock). Note All re-roofing shall comply with Section 553.844 of The Florida State Statutes, for existing site residential structures and the attached Home Owners Association requirements.

$ ____________________________

a. Additional Roof Decking: If additional roof decking is required, the cost will be per square foot for plywood sheathing installed and per board foot for planking installed. THIS IS NOT TO BE ADDED INTO THE TOTAL COST.

$ Plywood ____________________________

$ Plank ____________________________

DESCRIPTION OF MECHANICALS

1. Central Heat and Air: Provide and install a new electric (same size as existing) ton central heating and cooling system with a minimum 14 seer rating and (same size as existing) kw heat strip. New system will be (Ruud, Rheem, or equal quality). New system shall be installed to existing duct system with all necessary transitions to complete the system. All existing duct work shall be inspected for leaks and shall be repaired where required. New heat and air unit shall be a (roof top system). New system will be installed to all manufacturer’s specifications with warranty submitted to owner. All work shall be completed in a workmanlike manner.

$ ____________________________

DESCRIPTION OF PERMITS AND MISCELLANEOUS

1. Misc.: If utilities are not currently in use by the property owner the contractor shall provide all temporary services required to complete project, including temporary electric pole, porta-a-let, and/or temporary water if necessary. If utilities are currently in use by the property owner, the property owner shall permit the contractor to use at no additional cost, existing utilities such as light, heat-A/C, power and water necessary to carry out the completion of the work specified herein and any work related to the completion of the specifications/contract.

$ ____________________________

2. Clean Up: Leave entire interior and exterior premises clean and free of debris. No debris shall be burned on site. All surplus materials to be removed shall become the property of the contractor unless otherwise stipulated. Clean up will be completed in a timely and workmanlike manner, including the removal of all equipment.
3. **Permits**: Contractor must submit the entire work schedule to building department to ensure all proper permits are obtained. Obtain all necessary permits and all necessary documents (Con-currency requirements, etc.) from Federal, State and Local governmental agencies prior to commencement of any work. Furnish copies of permits and all necessary documents to Lee County Department of Human Services prior to commencement of any work. Permits will cover all work completed under schedule of work for general, electrical, plumbing, HVAC, and roofing. All fees shall be paid by contractor for permits required by application. All inspection scheduling shall be the responsibility of the general contractor. **Submit Lee County permit package** to Tracey Berry or Karen Myers. The plan reviewer if necessary shall be Linda Ramsey.

**TOTAL BASE BID**

$ ____________________________

Authorized Contractor's Signature: ________________________________

Contractors name: _________________________________________.

Company name: ____________________________________________.

Contractors Address: _______________________________________.
Association, Inc., together with the Rules and Regulations promulgated by the Association. The Association shall be responsible for all landscaping and plantings on common property. The Board of Directors may permit individual owners to install landscaping and plantings on common areas, and may further permit owners to maintain same, provided such permission at any time, may require removal of donated plantings, or may take such other action deemed appropriate in the sole discretion of the Board of Directors. Owners who donate plantings to the Association, as provided herein, waive any claim to ownership or control of same, as specifically granted by the Board of Directors.

(Remainder of Article Unchanged)

Article 3

3. A. No townhouse owner shall in any way deface or change the color of the exterior of or the appearance of the townhouse visible from the common area, without the prior written approval of the Board of Directors or an Architectural Control Committee appointed by the Board of Directors. The townhouse unit, including but not limited to exterior walls, roof and the fencing around the courtyard, are to be maintained by each townhouse owner in quality condition at all times. If the unit owner fails to maintain the townhouse in such manner, the Association shall send to the unit owner a Notice setting forth the items to be corrected or repaired and giving the unit owner 30 days to correct such deficiencies. In the event the Notice is not adhered to, the Association may contract to have such work performed and the townhouse owner will be charged for the invoices delivered by such contractors together with reasonable costs to the Association. The Association shall have the right to file a lien for non-payment of such charges in which event the townhouse owner shall be responsible for attorney's fees and costs.

B. Each unit owner shall be liable for any and all damage resulting from failure to maintain the townhouse unit in good repair. The Association, in its sole discretion, may lien a property in the amount of such damages. Upon payment, the Association will reimburse the damaged unit owner. Nothing herein shall prevent the damaged unit owner from taking action against another unit owner, and the Association has no duty to demand repair or seek reimbursement.

C. If repairs or maintenance to a particular unit are such that would necessitate repairs to other units or otherwise affect other units in a building, and the majority of unit owners in the building vote that such repairs or maintenance be made to the
entire building, each unit owner in the building shall contribute their "proportionate share" of the costs of such maintenance or repairs. "Proportionate share" shall mean the ratio of each unit owner's square footage to the square footage of the entire building. Payment of the unit owner's share shall be due and payable as determined by the majority of unit owner's, but in no event shall payment be due later than the due date of payment to the provider of the work as outlined in the contract for repairs. Upon failure of any unit owner to pay the proportionate share when due, the Association shall lien such unit owner for the entire amount of the proportionate share of repairs payable by the unit owner, whether or not such is at that time due and payable to the provider of the work. The Association's lien shall include interest from the date of the lien as provided on any late assessment, together with attorney's fees and costs. Nothing herein shall require the Association to advance funds for such maintenance and repairs. However, any funds collected from the defaulting unit owner, other than attorney's fees and costs to the Association, shall be payable to the provider, or if monies have been advanced by the non-defaulting unit owners, then such funds shall be payable to those unit owners.

D. Any unit owner may bring to the Association's attention the necessity of repairs or maintenance. Should the Association in its sole discretion determine such repairs or maintenance are necessary, then the association shall take the steps outlined in Section A above.

E. Each townhouse owner covenants and agrees that he will decorate and maintain the exterior of the dwelling upon his property in a quality condition and in a color and finish similar to and of exact match and consistent with the color and finish of the other owner's squarer. If a townhouse owner shall change the exterior in a color, and finish or materials other than that originally supplied by the builder at the time of construction of the townhouse units, then the consent in writing of the Association Board of Directors or Architectural Control Committee shall be required.

F. If a townhouse owner shall give, or shall have given a mortgage or mortgages upon his property, then the mortgagee shall have the full right at his option to exercise the rights of his mortgagee as an owner hereunder and, in addition, the right to add to the outstanding balance of such mortgage any amounts paid by the mortgagee for repairs hereunder and not reimbursed to said mortgagee by the townhouse owners.

G. The mansard shingles shall be maintained, repaired and replaced by the Association, and the cost is a common expense. By approval of this provision, the townhouse owners recognize that a