

BID FORM
REHABILITATION CONSTRUCTION PROJECT FOR

PROPERTY OWNER: MINERVA DELGADO OWNER PHONE NUMBER: (786) 488-9097

ADDRESS: 2103 JACKSON AVE ALVA FL 33920
Contractors are required to call and schedule an appointment to view the home.

BID DUE DATE: **on September 3rd, 2025 at 12:00 p.m.**

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 Human and Veteran 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 90calendar 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 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: Electrical, plumbing, HVAC, trim carpentry, cabinetry work, painting, and misc. other items.

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 and Veteran Services 2440 Thompson Street, Fort Myers, FL 33901, phone 239-533-7900 or online at: <http://www.leegov.com/dhs/partner/openbids>**

Please Note: Bids will not be accepted by the County if the Official Bidding Documents are not obtained from Lee County Human and Veteran 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.

As required, contractors will abide by Lee County and the CDC guidelines as it relates to COVID-19 including wearing mask and gloves, and maintaining social distancing of six feet.

SEALED BIDS TO BE SUBMITTED
BY September 3rd, 2025 at 12:00 P.M.

TO: LEE COUNTY HUMAN AND VETERAN SERVICES
2440 THOMPSON STREET, FORT MYERS, FLORIDA

BID OPENING:
LEE COUNTY HUMAN AND VETERAN SERVICES
2440 Thompson Street, Fort Myers, FL 33901
DATE/TIME: September 3rd, 2025 at 12:00 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 lump sum prices for all "**Bid Items**", "**Alternates**", and "**Addenda**" items, as applicable.
- C. **Acknowledge Receipt of Addenda**, if applicable.
- D. Vendor/Bidder Application –Applications require documentation of state registration and/or certified license, certificates of insurance, and local business tax. Information must be submitted prior to the Notice of Award. The application is available at: <http://www.leegov.com/procurement/vendor-bidder-application>.

***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 12:00 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. *See example attached.*

2. BIDDER EXAMINATION/INVESTIGATION OF SITE

2.1 EXAMINATION OF 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 Lee County may rely upon Consultants to prepare drawings and specifications for testing of surface and latent physical conditions at the site or otherwise affecting the cost, progress or performance of the work detailed in the scope. 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 prior to submitting.
- B. In the case of lump sum price bids, if an error occurs in the extension of an item, the lump sum 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 Florida Law of the successful BIDDER and/or its subcontractors or material suppliers.

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 LEE COUNTY HUMAN AND VETERAN SERVICES, **and received no later than three (3) calendar days (excluding Saturdays, Sundays, and Holidays), prior to bid opening date.**

4.2 All such interpretations or clarifications MUST be issued in writing by Lee County Human and Veteran 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) calendar days prior** to bid opening date, unless otherwise specified by Lee County Human and Veteran Services. All Bidders should check with Lee County Human and Veteran 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 Lee County Human and Veteran 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 Lee County Procurement Management, 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 Human and Veteran Services 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, MAILED OR HAND CARRIED**, to Lee County Human and Veteran Services, 2440 Thompson St, Fort Myers, FL 33901, **PRIOR TO THE BID CLOSING TIME.** The **ENTIRE Bid Package** must be stamped in received by Lee County Human and Veteran 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 and Veteran Services by the bid submittal deadline, will not be honored.

6.3 The bid submittal time will be **strictly** 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 Lee County Human and Veteran 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 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 the request of the BIDDER. The request to withdraw may be made via writing, faxing, or emailing in time for delivery during the normal course of business, but prior to the time scheduled for the opening of the bid proposal. Such requests must have confirmed documentation of any telegraphic withdrawal with the BIDDER'S signature, dated or postmarked prior to the scheduled time of 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 BIDDER may not modify its bid proposal at any time for any reason whatsoever.

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. Bids will be submitted and opened no earlier than 3:00 pm.

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 lump sum prices will be resolved in favor of the lump sum prices. Minor mathematical errors will be corrected by Lee County Human and Veteran 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 Human and Veteran 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(e), Section 274A(e) of the Immigration and Nationality Act ("INA").

16.2 Lee County shall consider the employment by 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 Lee County Human and Veteran Services (LCHVS) 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 LCHVS 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 LCHVS to be considered in compliance with the regulation, LCHVS 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 Human and Veteran 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 this timeframe 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 Lee County Human and Veteran Services in accordance with this bid as accepted and will also furnish and deliver to Lee County Procurement Management vendor/bidder application (if not on file), including proof of all required insurance coverage, within **ten (10) calendar days** after delivery of the *Notice of Award* of this bid.

Within forty-five (45) days of Contract Awards, Bidders agrees that prices, terms, and conditions in this proposal shall be honored. Likewise, all bids are subject to acceptance and issuance of a Notice to Proceed within the above stated timeframe, after the Contract Award.

Bidder must submit his/her Lump Sum Bid on this Bid Form and 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.

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: _____

EMAIL: _____

PHONE NUMBER: _____

LICENSE NUMBER: _____

LICENSE TYPE: _____

SEALED BID ENVELOPE EXAMPLE #1 – PLACED IN DROP BOX

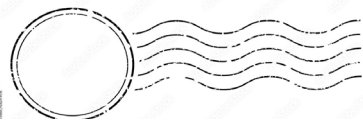
Contractor Name
Contractor Address
City, State Zip Code

SEALED BID

Client Name
Client Address
City, State Zip Code

BID DUE:
JANUARY 1, 2023
12:00 p.m.

Contractor Name
Contractor Address
City, State Zip Code



SEALED BID

Human and Veteran Services
2440 Thompson St
Fort Myers, FL 33901

Client Name
Client Address
City, State Zip Code

BID DUE:
JANUARY 1, 2023
12:00 p.m.

Bid Posted 08/25/2025
Bid due back 09/03/2025
By 12:00 PM

Lee County BoCC
Human and Veteran Services

Name; Minerva Delgado
Address; 2103 Jackson Ave, Alva, Fl. 33920
Client Phone (786) 488-9097
Strap #02-44-27-L4-14055.0140
Rehab Specialist; George Effing, Phone (239) 533-7959
Date; 08/13/2025

Contractor will have 90 days to complete the work

All construction shall be in compliance with the current requirements, 2020 or 2023 Florida Building Code, Building, Residential, Existing Building, Plumbing, and Mechanical with Supplements. The 2011 National Electrical Code. All Lee County Ordinances. And all current Florida State Statues, 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 Human and Veteran 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 Human and Veteran 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 SITE WORK

1. Dirt Grading: Contractor shall provide the necessary clean fill to slope the area washed away by the well equipment pad and resod the area.

Note: Contractor shall locate all existing underground services prior to any excavation.

\$ _____

DESCRIPTION OF LANDSCAPING

1. Vegetation Removal: Contractor shall clear all vegetation from the sides and rear of the yard inside the fence and 1' outside of the fence.

\$ _____

DESCRIPTION OF EXTERIOR

1. Exterior Entry Door: Install 1 new exterior insulated steel pre-hung door unit at the front entry of the home. Door will be a six panel style without window and having a threshold as an integral part of the frame (Jeld-Wen, Therma Tru or equal). New door size, swing and location shall be as per existing. Prior to installation of new exterior door, all deteriorated lumber pertaining to the sills, heads, jambs, casings, brick molding and frames shall be removed, and new lumber shall be provided to meet local codes. Caulk and paint wood frames of new doors within 5 working days. The contractor shall repair any area affected by this door installation to

match the surrounding finish. Allow for all new hardware, locking hinges, viewer if non-windowed style, new matching keyed alike lock set and dead bolt lock (Weiser quality or equal). Exterior door on completion will be weather-tight, in good working order and be installed in a workmanlike manner.

\$ _____

2. Sliding Glass Door (Repair): Provide a complete overhaul of the existing sliding glass doors. Work shall include new rollers on both doors, adjustments, cleaning, and lubrication. Track and jambs shall be repaired if required. All work will be completed in a workmanlike manner.

\$ _____

3. Windows (Repair): This item will be performed after the HVAC replacement has been completed. Lubricate all windows throughout unit with Alumunal. Repair all windows located in the home to function properly. Remove all damaged or deteriorated weather-strips, bushings, hardware, locks, etc., and replace with new. Fasten any loose frames and caulk all frames. Remove and replace all chipped, cracked, broken or missing glass. Replace any damaged or missing window screens. Existing window a/c units shall be removed and placed into the garage at the owners location. Windows when overhauled will be in weather tight condition. All work will be completed in a workmanlike manner.

\$ _____

4. Storm Panels: Install all existing storm panels to the exterior openings of the home. Panels shall be sized and secured by manufactures hardware, missing panels and hardware will be provided and installed. All work shall be completed in a workmanlike manor.

\$ _____

5. Exterior Elastomeric/Waterproofing Paint: Prepare surface and apply paint as per manufacturer's specifications **to all exterior surfaces of dwelling with a minimum of 2 coats.** All ceilings of exterior porch, entry, or other drywall finishes shall be painted with exterior grade paint. The filling and patching of all holes and cracks as per the paint manufacturers requirements. Caulking of all trim and window/doors shall be a part of surface preparation prior to finish paint. All caulking on the exterior of home shall be an elastomeric polymer based product, latex caulk is not allowed. Exterior doors and trim will be painted. All new or raw wood and siding will be primed prior to the application of paint. All sides and edges of exterior door(s) shall be primed within 3 days of installation. Entire exterior of building, including soffit and fascia will be pressure washed prior to application of paint. If mold or mildew remains after washing, clean with a mixture of 2 oz. T.S.P. and 8 oz. Clorox to one gallon of warm water. Rinse with clear clean water. On completion, entire exterior of structure shall be free and clear of all chipping, peeling, and checkered paint. Paint will be Sherwin Williams Loxon XP, ICI Decra-Flex 300, Valspar Duramax Elastomeric Ext Masonry and Stucco, Behr Elastomeric Masonry, Stucco & Brick paint, or equal quality. All work will be completed in a workmanlike manner. **Any obstruction shall be pulled away from house to allow painting of entire wall surface from a minimum of 6" below grade. All fill to be placed back after approval from LCDHS, all rocks and debris shall be removed from site. New address numbers shall be placed onto the front of house after completion of paint.**

\$ _____

DESCRIPTION OF ELECTRICAL

1. Service and Distribution: Check existing electrical service. Service shall be complete with main disconnect and all necessary circuit breakers. Provide and install a new bathroom exhaust fan in the master bathroom. **Install all new direct wire smoke detectors with battery back-up to be located (in all bedrooms) and central to all bedrooms will be required.** GFI will be required in bath/kitchen receptacles servicing the countertop surface and one centrally located exterior receptacle if existing. All work will be completed in a workmanlike manner.

\$ _____

2. Switches, Receptacles, Fixtures: All interior and exterior switches and receptacles are to be checked. All fixtures are to be checked throughout the structure and repaired as needed to

operate properly. Install a new light fixture above the garage door with the same type. Install in use electrical outlet covers on all existing exterior outlets. All exposed wires are to be encased in wire mold. All illegal wiring will be removed within the scope of this schedule of work. All wiring will meet electrical code for existing buildings and all work will be completed in a workmanlike manner.

\$ _____

DESCRIPTION OF PLUMBING

1. **Fiberglass Bathtub:** In master bath, remove existing bathtub/shower with surround and install a new 5' long, non-porous, reinforced polyester/resin and glass molded bathtub only. (Walls shall be ceramic tile, separate line item.) Unit will be stain, rust and mildew resistant. All work will be completed in a workmanlike manner. Location per existing.

\$ _____

2. **Plumbing Hardware Replacement:** Replace all plumbing hardware in both baths and the kitchen with new good quality (Moen, Delta, or equal). Master bath shall have a new sink faucet and tub/shower controls. Guest bath shall have a new sink faucet and shower controls. Lavatory sinks will have new pop-up drain stops and shower will have new diverter valve, spout and shower head. The owner shall have a choice of lucite, or metal chrome handled hardware with either a single lever/flow type faucet or individual hot/cold handled hardware. All hardware will have new supply lines, aerators and tailpiece. Installation shall comply with all standard plumbing codes. New shut-offs will be supplied on all supply lines to sinks, lavatories and water closets. All work will be completed in a workmanlike manner.

\$ _____

3. **Water and Drain Lines:** Check all existing plumbing for leaks and possible code infractions. Repair or replace all accessible water and drain lines above concrete slab that are in a deteriorated or leaking condition. Installation shall be copper or CPVC where all size, type, grade and connections will comply with all standard plumbing codes on completion. All work will be completed in a workmanlike manner.

\$ _____

4. **Kitchen Sink:** Replace kitchen sink with a new, standard size (33" X 22" X 8”), 2-compartment stainless steel sink. Sink shall be complete with stainless steel basket strainer. All work will be completed in a workmanlike manner. Sink location as per existing.

\$ _____

5. **Water Heater:** Check existing water heater for condition and proper hookup, to include but not limited to pressure relief valve, high limit safety cutoff, pan with drain to outside and serviceability. All electrical wiring and plumbing shall comply with the Florida Building Code Standards.

\$ _____

6. **Well Pump and Equipment:** Check existing well pumps and related equipment for proper hook up, serviceability, and function. Backwash lines shall be installed to drain at property line. Contact Housing Rehab. Specialist if unit needs service or repair.

\$ _____

7. **RO System Equipment:** Check the existing RO system under the kitchen sink area. Provide new pressure tank and filters. This unit shall only service the icemaker line, no sink top dispenser in the new sink. Equipment shall be in working order and completed in a workmanlike manner.

\$ _____

DESCRIPTION OF INTERIOR

1. **Gypsum Wallboard:** Repair or replace any missing, damaged or deteriorated sheet rock and joints throughout entire dwelling. Behind doors, ceiling cracks, and missing tape joints.

Install cement backerboard in master and guest bathroom shower areas, to be coated with Red Gard Waterproofing systems. All work will be completed in a workmanlike manner.

\$ _____

2. Ceramic Wall Tile: In the master bath, install ceramic wall tile with color of owner's choice from readily available stock. The new ceramic wall tile will be from deck to ceiling in the surround and be finished with matching trim tiles. If window exists in the surround, window will be completely trimmed in ceramic tile to match new tile work. Tile will be installed in a workmanlike manner with grout lines plumb and level. Adhesive will be in accordance with manufacturer's specifications. Matching ceramic fixture set including a soap dish and towel bar in tub surround, paper holder and one additional towel bar to be installed. If accessories are to be replaced (Color shall be white). The owner will be consulted as to color and size of tile from appropriate selection supplied by contractor. All work will be completed in a workmanlike manner.

\$ _____

3. Ceramic Shower Tile: In the guest bathroom, remove the entire tub/shower enclosure. This shall be replaced with a walk-in shower only. Drain shall be relocated to the center of the area. A new shower curb shall be installed; wood sub structure is not allowed to be used. Curb shall be covered in one piece marble sill. Wall tile shall be installed from the shower floor to the ceiling and be finished with matching trim tiles. Tile will be installed in a workmanlike manner with grout lines plumb and level. Adhesives shall be in accordance with the manufacturer's specifications. Shower will require a matching ceramic fixture set including a soap dish and towel bar in surround. If accessories are to be replaced (color shall be white). The owner will be consulted as to the color and size of the floor and wall tile from the appropriate selection supplied by the contractor. All work will be completed in a workmanlike manner.

\$ _____

4. Interior Entry Door: Provide and install new bedroom entry door in existing opening at the front bedroom. The new door will be a direct replacement of the existing size, style, and swing. Door will be hung plumb and be in good working order. Provide and install all new brass plated hardware and passage latches and privacy lock sets for **all baths and bedrooms**. Provide and install, 3 1/4" white wall protector door stops for all doors. All work will be completed in a workmanlike manner.

\$ _____

5. Kitchen Cabinet: Repair the existing kitchen sink base cabinet. Repairs shall include installation of a new cabinet bottom after removing the existing damaged materials. Color shall be white as the existing cabinets. All work will be completed in a workmanlike manner and meet manufacturer's specifications.

\$ _____

6. Kitchen Countertops: Install mica laminated countertops over the existing base cabinets and the bar top. Top should be an exact copy of the existing tops including the back splash. Countertops shall be fastened down per manufacturer's specifications. The owner will be consulted as to color of countertops from appropriate selection supplied by contractor (**Wilsonart Series 60 or similar**). All work will be completed in a workmanlike manner and be to manufacturer's specifications.

\$ _____

7. Interior Paint: Protection of the clients' home and possessions are required to be done. Prepare surface and apply paint as per manufacturer's specifications to all painted interior surfaces of unit. The filling and patching of all holes and cracks and the caulking of all trim shall be a part of surface preparation. Raw wood and new drywall will be primed prior to application of paint. Wall paint will be interior latex satin high hiding interior wall paint to include bathrooms and kitchen. Interior doors and trim will be painted with interior latex semi-gloss. **Owner's choice of color.** All interior paint shall be off white, eggshell or antique white. Paint will be Flex Bon, Sherwin Williams, Glidden or equal quality. Walls will be clean and free of any damaged, peeling, chipping or checkered paint. All work will be completed in a workmanlike manner.
