

INVITATION TO BID

Project: S. Ellen Jones Neighborhood Revitalization / Midtown Renaissance

Property Address: 921 E 11th St

You are invited to bid on a general contract for work involved in the S. Ellen Jones Neighborhood Revitalization / Midtown Renaissance project. The work includes interior and exterior paint, minimal structural stabilization, general renovation including electrical, plumbing and HVAC work. Bids shall be stipulated lump sum. Any other form of bid will be rejected.

The address herein is part of a larger project and will be phased and managed by New Directions Housing Corporation (NDHC) accordingly. Your contract will start dependant total construction schedule and any active construction contracts related to this project. A Notice to Proceed issued by NDHC will start contract time. Contract time will be determined by the work you are bidding on; accordingly NDHC will approve contract time prior to contract signing.

A pre-bid meeting will be held at the project address on Tuesday, July 13, 2010 at 1:30 PM EST. All contractors submitting a Bid must attend the pre-bid meeting.

Bids will be accepted until 12:00 PM EST on Friday, July 30th, 2010. All bids will be opened privately and immediately after Bid Closing. All bidders will be notified by letter at a later date once NDHC has thoroughly examined all Bids.

Procurement Documents can be obtained at the offices of NDHC located at either 1000 E Liberty St, Louisville, KY 40204 or 701 E Spring St, New Albany, In 47150 by appointment only, or online at www.ndhc.org.

When submitted Bid exceeds \$100,000, a bid security equaling 5% of the Bid is required in the form of a certified check or bid bond. As well, submit proof of payment and performance bonding capacity equal to Bid amount. In lieu of acquiring the payment and performance bonds, NDHC will accept an irrevocable line of credit listing IHCDA as the sole beneficiary and equal to 25% of the total construction contract. The line of credit must be issued for the entire construction period plus one (1) year following construction completion.

Monthly reporting is required for this project using form CC-257 MEUR.

New Directions Housing Corporation reserves the right to reject any and all Bids. Award of Bid will not be solely based on the lowest Bid.

Jeremy Angermeier, CCCA
Construction Administrator
New Directions Housing Corporation

DESCRIPTION OF SERVICES

Project: S. Ellen Jones Neighborhood Revitalization / Midtown Renaissance

When preparing a bid, include all costs associated with services described below.

1. Executing the Work as described in drawings, technical specifications, and scope of work.
 2. All fees associated with design documents required for permitting purposes.
 3. All cost associated with utilities during and up to 6 months after completion of work.
 4. All cost associated with security during and up to 6 months after completion of work.
 5. All cost associated with property maintenance during and up to 6 months after completion of work.
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End of Description of Services

EVALUATION CRITERIA

Project: S. Ellen Jones Neighborhood Revitalization / Midtown Renaissance

New Directions Housing Corporation will adhere to the following criteria during the evaluation of all Bids.

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1. Specialized experience or technical expertise of the firm and its personnel in connection with the type of services to be provided and the complexity of the project.
 2. Past record of performance on such NSP-funded contracts within the State of Indiana, and a list of other clients served including type of work, timeliness, quality requirements, and cost control. References submitted by interested bidders should be contacted.
 3. Capacity of the firm to perform the work within time limitations, taking into consideration the current and planned workload of the firm.
 4. Familiarity of the firm with the type of problems applicable to the project.
 5. Price.
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End of Evaluation Criteria

INSTRUCTION TO BIDDERS

Project: S. Ellen Jones Neighborhood Revitalization / Midtown Renaissance

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The Bidder shall verify all existing site conditions prior to submittal of Bid.

Any questions regarding the Site or Procurement Documents shall be formally submitted (email, fax, hand delivery, or mail) to Jeremy Angermeier on the supplied Request for Interpretation (RFI) sheet included in the Procurement Documents. A response will be returned to the Bidder on or before seven (7) calendar days. In the event a change in the Procurement Documents is necessitated from the RFI, an addendum will be formally issued to all Bidders at the time of response.

The Bid Form shall be filled out using ink and be clearly legible or typed. In preparing the Bid Form, every line and space must be filled to be considered a bona fide submitted Bid. If any particular line isn't pertinent for a Bidder's submission of Bid, the letters NA shall be written in the line or space. The Bid should also include the Subcontractors List document provided in the Procurement Documents. The instructions are included on the Subcontractor List document. If all work is done in-house of the Bidder's Company, the sentence "All work completed in-house" shall be written in the name blank where the first subcontractor would be listed.

If an Outcome Based Scope of Work instead of a Detailed Scope of Work is provided for an address by NDHC, the Bidder must submit with the Bid a detailed description of work which is covered by Bid amount. The description of work shall be broken down by exterior and interior work. Interior work shall be broken down by room. If Bidder has included demolishing and or relocating walls, fixtures, cabinets, windows, and doors Bidder must submit scaled drawings showing proposed floor plan with dimensions of all walls, fixtures, cabinets, windows, and doors being shown.

Two (2) original copies of the Bid Form must be signed and dated by an authorized representative of the Contracting Firm submitting the Bid. The Bid shall be delivered in a tape sealed envelope with the Bid Form placed on top, then remaining documents listed as attachments on the bid form. The Bid must be hand delivered into the office of New Directions Housing Corporation located at 1000 E Liberty St, Louisville, KY 40204 on or before date stated in the Invitation to Bid.

End of Instructions to Bidder

NSP / S. Ellen Jones (Midtown) Revitalization

Outcome Base Scope of Work – 921 E 11th St

General Notes

- Trim maple tree away from house.
- Provide property fence around entire rear yard at property line, install gate at north corner of house at sidewalk.
- Repair roof sheathing and install new roof and entry door on shed.
- Install new shingles on rear shed roof of house.
- Remove rear sidewalk in-kind.
- Provide \$500 landscape allowance.
- Install new sidewalk from street sidewalk to side entry of house.
- Install new storm windows and doors.
- Install new interior door and trim package to resemble original.
- Install new stair treads, risers, and skirt board.
- Install new entry door at rear of property.
- Insulate wall cavities with cellulose or foam insulation.
- Refinish existing hardwood floors.
- Scope existing house sewer line to street.
- Provide blinds throughout.
- Install hardwired, monitored security system.
- Paint exterior siding and soffits.
- Weatherize entire house i.e. walls, front window, doors, basement / crawlspace.
- Install new electrical, plumbing, and HVAC systems.
- Repair minimal structural damage.

The end product for 921 E 11th St would be a house with two bedrooms (2) and one (1) bath. Reconfiguring the space for the bathroom is suggested as it is extremely small at this time. Utilizing the attic as mechanical and storage space maximize the available footage of the house.

The kitchen shall have all modern amenities including gas stove, refrigerator, microwave, rangehood and a dishwasher. The kitchen should have a minimum of ten (10) feet or countertop (not including sink).

Each bedroom should have a minimum on five (5) feet of closet space.

The living room and bedrooms should be wired for cable, satellite, and phone, with home runs terminating in the cellar.

Existing floor plan is available upon request. Contact Jeremy Angermeier for layout. Provide a detailed description of proposed work based on bid price as described in Instruction to Bidders.

SUBCONTRACTOR LIST

Project: S. Ellen Jones Neighborhood Revitalization / Midtown Renaissance

Property Address: 921 E 11th St

Prime Contractor: _____

All Subcontractors intending to perform work on the S. Ellen Jones Neighborhood Revitalization / Midtown Renaissance shall be listed. NDHC reserves the right to review and reject any and all subcontractors listed herein. If a subcontractor is named below, each space in that row must be filled in. Subcontractors listed herein can change and are not guaranteed the work.

Subcontractor	MBE/WBE/DBE	Trade(s)	\$Amount	Phone#

End of Subcontractor List