

**BID DOCUMENT  
CATHY LEE REPLACEMENT HOME  
767 JARVIS AVE.**

**CITY OF SOMERSET, KENTUCKY  
SOMERSET SCATTERED SITE HOUSING PROJECT IV**



**JANUARY, 2011**

## INFORMATION FOR BIDDERS

The City of Somerset will receive lump sum bids on the behalf of Cathy Lee for the complete construction of one new house and related items to be located at 767 Jarvis Ave. Bids will be received until 10:00 AM local time on January 31, 2012 at the City of Somerset, 400 E. Mt. Vernon St., PO Box 989, Somerset, KY 42502. Bids shall be publicly opened at the same time and location. All bids shall be sealed and clearly marked "Cathy Lee Bid". Conditional or qualified bids will not be accepted. The contract will be awarded on the basis of the lowest responsible bid price (not including alternates) subject to owner approval of contractor.

Bidders must have a Contractor Application on file with City of Somerset along with certificates of insurance. If these documents are not on file, they must be submitted with the bid. General contractor will be required to carry fire and extended coverage insurance on this project.

Work must be done according to all applicable codes, the house plans and the New Housing Standard Specifications dated November, 2011. Questions on the bidding process shall be directed to Kriss Lowry & Associates, Inc., 227 S. Rays Fork Road, Corinth, KY 41010, (502) 857-2800 (TDD: 1-800-247-2510 for the Hearing Impaired only) or [kriss@krisslowry.com](mailto:kriss@krisslowry.com).

Proposed forms of contract documents, bid documents, plans and specifications are on file at the City of Somerset at the address listed above. Copies of these documents may be obtained from Kriss Lowry & Associates, Inc. or downloaded at <http://www.krisslowry.com/housing.html>. No deposit is required.

The successful bidder will be required to furnish and pay one of the following: 1) one-hundred percent performance and payment bond or bonds; 2) a 20% cash escrow; 3) a 25 % irrevocable letter of credit, or 4) contractor may opt for twenty-five percent retainage on completed work. The successful bidder shall pay for any local permits or inspections, i.e. plumbing, electrical etc. The Contractor is required to obtain a City of Somerset building permit, however building permit fee will be waived by the City. All contractors and subcontractors working within the City of Somerset are required to have a city business license. The General Contractor is to include the cost of bringing all utilities to the house.

Attention is called to the provisions for equal employment opportunity. Minority bidders are encouraged to bid. Contractor's submitting bids of \$100,000 or more are required to submit a Section 3 Certification & Section 3 Plan with their bid. City of Somerset, acting as agent for the Owner, reserves the right to reject any or all bids or to waive any informalities in the bidding. The city reserves the right to limit the number of bids awarded to any one bidder. This project is being developed through the Community Development Block Grant Program Grant No. 09-052 administered by the KY Dept. for Local Government. No bid shall be withdrawn for a period of

sixty (60) days subsequent to the opening of bids without the consent of City of Somerset.

**BID FORM**

**FOR:**

New House – Plan 952ES-A

Cathy Lee Residence  
767 Jarvis Ave.

To: Cathy Lee

1. The undersigned, having familiarized themselves with the local conditions affecting the cost of the work, and with the Specifications including the Information for Bidders, this bid, the Special Conditions, local Zoning Regulations, the Construction Contract, the Standard New Housing Specifications, the Drawings and the Addenda, if any, thereto, on file at the City of Somerset, Kentucky, hereby propose to furnish all labor, materials, equipment and services required to complete the construction of one new house located at 767 Jarvis Ave..

BASE BID

For the complete construction of a replacement home in conformance with Kentucky Residential Building Code, Special Conditions, and Specifications.

1. 767 Jarvis Ave., Cathy Lee - Plan 952ES-A

Lump Sum \$ \_\_\_\_\_

2. Additional Cost for Plan 1064-ES-B – Alternate A

Lump Sum \$ \_\_\_\_\_

Enter the total below for Item 1 (not including alternates):

\_\_\_\_\_

Dollars  
(Use Words)

(\$ \_\_\_\_\_) Bids are rounded to the nearest whole dollar.

2. Addenda to the Drawings and Specifications issued heretofore are hereby acknowledged by the undersigned as being:

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

(In the spaces above insert the numbers and dates of any Addenda issued and received. If none has been issued and received the word "None" should be inserted.)

3. In submitting this bid, it is understood that the right is reserved by the Owner to reject any and all bids. If written notice of the acceptance of this bid is mailed, telegraphed or delivered to the undersigned within sixty (60) days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a contract in the prescribed form and furnish the required bond within ten (10) days after the contract is presented for signature.

4. By signing this bid the undersigned certifies that he/she has not entered into any collusion with any person in respect to this bid proposal or any other proposal or the submitting of proposals for the contract for which this proposal is submitted.

4. By submitting this bid the Contractor is certifying that he has not been debarred by a public agency and the Contractor has completed the "Contractor Eligibility Certification Regarding Debarment, Suspension, and Other Responsibilities" form and submitted it with the bid form.

**5. If the total bid amount is \$100,000 or more, I certify that a Contractor Section 3 Plan was prepared and submitted as part of the bid.**

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date \_\_\_\_\_, 20\_\_\_\_\_.

Printed or Typed Name of Bidder: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Official Address:

\_\_\_\_\_

\_\_\_\_\_

(SIGN ORIGINAL ONLY)

## **SPECIAL CONDITIONS**

### **FOR:**

Construction of the following property:

**Cathy Lee Residence**

767 Jarvis Ave.

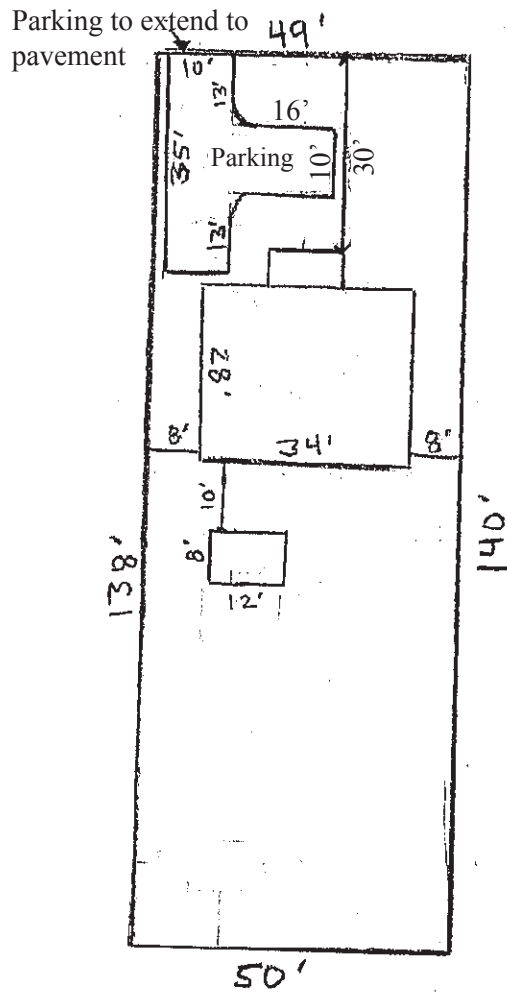
The house to be constructed is a 2 bedroom Plan 952ES-A. The house will be constructed on a vacant lot next to 771 Jarvis Ave. on the north side. Contractor is to install dual fuel electric air source heat pump with natural gas backup. Provide energy star rated refrigerator and natural gas cooking stove. Install electric hot water heater per specifications instead of hybrid heat pump hot water tank. Provide cabinet instead of dishwasher. Install ADA compliant bathtub. Install grab bar on wall next to toilet. Install accessible toilet 17" to 19" high. Install handrails on all steps. Install vinyl floor cover throughout entire house. Provide a concrete walk from front door to driveway and accessible entrance to driveway. Construct 8' by 12' storage building per specifications behind house. Construct driveway for two cars with turn around as shown on site plan. House is to be located with 8' side yards on both sides and 30' front yard setback. See site plan.

Demolition work is to include remove of large tree in front of pine trees. Trim pine trees as necessary so no trees overhang the house. Trim bush and small tree on south property line next to concrete drive. Remove any other trees as necessary so that no trees overhang the house or storage building.

Alternate A: Provide additional cost to construct 1064-ES-B house plan instead of 952ES-A plan. House to have 30' front yard setback per zoning regulations and 8' side yard on the south side. This option contingent on owner financing.

1 inch = 30 ft.

Jarvis Ave.



Cathy Lee

Proposed Site Plan  
767 Jarvis Ave.  
Somerset, KY

**CONTRACTOR SECTION 3 PLAN**  
**(Must be submitted if bid exceeds \$100,000)**

\_\_\_\_\_ (Insert Name of Contractor) agrees to implement the following specific affirmative action steps directed at increasing the utilization of lower income residents and businesses within the City of Springfield, Kentucky

- A. To ascertain from the locality's CDBG program official the exact boundaries of the Section 3 covered project area and where advantageous, seek the assistance of local officials in preparing and implementing the Section 3 Plan.
- B. To attempt to recruit from within the city the necessary number of lower income residents through: Local advertising media, signs placed at the proposed site for the project, and community organizations and public or private institutions operating within or serving the project area such as Service Employment and Redevelopment (SER), Opportunities Industrialization Center (OIC), Urban League, Concentrated Employment Program, Hometown Plan, or the U.S. Employment Service.
- C. To maintain a list of all lower-income residents who have applied either on their own or on referral from any source, and to employ such persons, if otherwise eligible and if a vacancy exists.
- D. To insert this Section 3 plan in all bid documents, and to require all bidders on subcontracts to submit a Section 3 plan including utilization goals and the specific steps planned to accomplish these goals. \*
- E. To insure that subcontract which are typically let on a negotiated rather than a bid basis in areas other than Section 3 covered project areas, are also let on a negotiated basis, whenever feasible, when let in a Section 3 covered project area. \*
- F. To formally contact unions, subcontractors and trade associations to secure their cooperation for this program.
- G. To insure that all appropriate project area business concerns are notified of pending sub-contractual opportunities.
- H. To maintain records, including copies of correspondence, memoranda, etc., which document that all of the above affirmative action steps have been taken.
- I. To appoint or recruit an executive official of the company or agency as Equal Opportunity Officer to coordinate the implementation of this Section 3 plan.
- J. To list on Table A, information related to subcontracts to be awarded.
- K. To list on Table B, all projected workforce needs for all phases of this project by occupation, trade, skill level and number of positions.

\* Loans, grants, contracts and subsidies for \$100,000 or less are exempt.

As officers and representatives of \_\_\_\_\_  
(Name of Contractor)

We the undersigned have read and fully agree to this Section 3 Plan, and become a party to the full implementation of this program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



**CONTRACTOR SECTION 3 PLAN (continued)**

TABLE B  
ESTIMATED PROJECT WORKFORCE BREAKDOWN

Column 1	Column 2	Column 3	Column 4	Column 5
JOB CATEGORY	TOTAL ESTIMATED POSITIONS	NO. POSITIONS CURRENTLY OCCUPIED BY PERMANENT EMPLOYEES	NO. POSITIONS NOT CURRENTLY OCCUPIED BY PERMANENT EMPLOYEES	NO. POSITIONS TO BE FILLED WITH SECTION 3 RESIDENTS*
OFFICERS SUPERVISORS				
PROFESSIONALS				
TECHNICIANS				
HOUSING SALES RENTAL/MANAGEMENT				
OFFICE CLERICAL				
SERVICE WORKERS				
OTHERS				

**TRADE:**

JOURNEYMEN				
HELPERS				
APPRENTICES				
MAXIMUM NO. TRAINEES				
OTHERS				

**TRADE:**

JOURNEYMEN				
HELPERS				
APPRENTICES				
MAXIMUM NO. TRAINEES				
OTHERS				

**TRADE:**

JOURNEYMEN				
HELPERS				
APPRENTICES				
MAXIMUM NO. TRAINEES				
OTHERS				

\* Section 3 residents include low and very low income persons who live in the project area, public housing residents and persons with disabilities.

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Company

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Project Name

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Project Number

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EEO Officer-Signature

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Date