
MEMORANDUM
Tuesday, May 11, 2012

To: All Bidders
From: Richard Cartright
Re: Reggie and Tom [REDACTED] Garage Renovation Project
Cc: File

Dear Bidder,

Please review the following Bid Instructions for the aforementioned project.

Purpose of these documents:

These documents are intended to describe the project in detail, providing as much information as possible in an effort to make the project easier to execute.

Project Start and Duration

- The project is planned to start as soon as possible.
- The owner is in hopes of completing the project before July 4th 2012.
- All Contractors are responsible for returning all removed devices, fixtures, panels and/or equipment to the Owner.

Brief Project Description

The project consists of the addition of an exterior detached one car garage with shed space, and the renovation of the existing garage to serve as a master bedroom suite. Garage door openings are to be filled to match the existing exterior enclosure. The new detached garage must be built prior to the renovation of the existing attached garage. Please review all of the included information to fully understand the project.

Insurance Requirements

- Contractors should provide Builders Risk, Liability and Workman's Comp Insurance.
- Reggie [REDACTED] Tom [REDACTED] are to be named additionally insured.
- Contractors must provide proof of insurance for stated insurance.

Attachments;

- Bid Form.
- General Guidelines for Contractors.
- Scope of Work Document
- Demolition and Construction Diagrams
- Proposed Schedule
- Payment Procedure

Bid Deadline

- The Bid walkthroughs will be available by appointment up until the day before the Bid due date.
- Any and all questions must be submitted to [REDACTED] before 5:00 pm on Tuesday May 18, 2012.
- All Bids should be submitted using the enclosed bid form.
- **Bids must be submitted by 5:00 pm on Friday, May 21st, 2012.**

General Contractor

Date: May 10, 2012	Project: Garage Renovation Project
Owner(s): Reggie and Tom [REDACTED]	[REDACTED]

This form constitutes the form of the bid for the above referenced project, and as such becomes an integral part of the Contract Documents, and shall be notarized and accompanied by all required forms and information requested in these documents.

Address this Bid to: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

The Contract Documents are as follows:

- Bid Instructions
- Bid Form
- Scope of Work Document
- Owner Selected Materials List
- Proposed Schedule
- Demolition and Construction Diagrams
- General Contractor Guidelines

Bid Amount:

We propose to provide all labor, equipment and materials, including all fees, taxes, and insurance required to provide the Scope of Work as required and defined by the Contract Documents mentioned above for the lump sum total of:

BASE BID:	\$
TOTAL ALTERNATES:	\$
TOTAL ALLOWANCES:	\$
TOTAL BID AMOUNT:	\$

LUMP SUM TOTAL SUMMARY

The lump sum total is based on the following schedule of values:

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31	ALTERNATES:	
32	ALLOWANCES:	

LUMP SUM TOTAL:

NOTE: If any of the above items are allowances, they should be duly noted and an explanation given as to how the allowance was calculated. This information should be attached to this bid using the "Allowances" Section of this form".

ALTERNATES

Alternate price Descriptions and pricing list.

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

ALTERNATE PRICES TOTAL:

NOTE: If any of the above items are allowances, they should be duly noted and an explanation given as to how the allowance was calculated. This information should be attached to this bid using the "Allowances" Section of this form".

ALLOWANCES

Allowance price Descriptions and pricing list.

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

ALLOWANCES TOTAL:

NOTE: Use this sheet to detail any allowances that may be included in the scope of work.

Reggie and Tom
 New Master Suite Project
 Project Scope of Work

69 - Comments		
Cnt	DIV. #	Comments
		Scope of Work
		By:
		Div. 1 - General Requirements
1	01	Each contractor and/or subcontractor will be responsible for pulling any and all necessary construction permit(s).
2	01	Contractors are required to review the General Contractor Guidelines for detailed site requirements.
3	01	Existing Exterior Bathroom Door to remain
4	01	All work is to be completed with qualified workers.
5	01	All work with be held to industry standards and no sub-standard work will be accepted.
6	01	Builder to provide owner with material specification data prior to purchasing.
7	01	Builder is to provide materials specified by owner. No substitutions will be accepted without prior approval from the owner.
8	01	Contractors are responsible for field measuring all dimensions.
9	01	All work must comply with all applicable local, state and federal building codes.
10	01	The existing exterior toilet, which is to be remodeled as a part of this project can be used during the course of the project. Contractors are not permitted to use facilities within the
11	01	Option Add: Exterior Detached Garage as depicted in the New Garage Site Diagram w/ pass through into shed.
		Div. 2 - Demolition
12	02	Remove Existing wood paneling from walls
13	02	Remove and Store Existing Garage Doors
		Div. 3 - Concrete
14	03	Alternate Add: 6'x4' - 3" thk concrete pad at new French Doors.
		Div. 4 - Masonry
15	04	Alternate Add: Masonry infill at garage door openings
		Div. 5 - Metals
		Div. 6 - Woods and Plastics
16	06	Treated base plates on all walls in contact with concrete
17	06	Install 2"x4" or 2"x6" SPF wood frame walls, as required to match existing, 16" O.C. at Ext
18	06	Install 2"x4" SPF wood frame walls, 16" O.C. at Interior
19	06	Ceiling heights to remain
20	06	Exterior Sheathing to be 7/16" Advantec covered with Tyvek.
		3" thk reinforced concrete pad
		Exterior Masonry Infill Option to match existing
		Treated Wood
		Advantec

Reggie and Tom

New Master Suite Project
Project Scope of Work

69 - Comments		
Cnt	DIV. #	Scope of Work
		Comments
		By:
21	06	Install 3 1/2" paint grade base trim
22	06	Alternate Add: Install Exterior siding at garage openings to match existing.
		Basic 3 1/2" paint Grade Wood Base Exterior Siding option to match existing
07		
23	07	Div. 7 - Thermal and Moisture Protection Install R13 fiberglass batts at new exterior walls.
24	07	Install Tyvek at Garage Door Opening Infills.
		15" wide, 6" R13 Fiberglass batts Tyvek
08		
Div. 8 - Doors & Windows		
Exterior Door(s)		
25	08	Insulated French Doors
26	08	Existing Exterior Bath Door to remain
27	08	Prehung 3'-0" x 6'6" hollow core door
Exterior Door Hardware		
28	08	Exterior Door Security Lockset
Interior Door(s)		
29	08	Existing Hollow Core double doors to remain.
30	08	Existing Solid Core entry door to remain.
31	08	New standard 6" to 8" accordion doors for new closet
Interior Bathroom Door Hardware		
32	08	Bathroom Door Knobs
		Check Owner Supplied Material List for product detail. As Required: : : Check Owner Supplied Material List for product detail.
09		
Div. 9 - Finishes		
Walls		
33	09	Install new 1/2" Sheetrock on all new walls.
34	09	Install 1/2" HardiBacker at all wet walls.
35	09	Sheetrock to be installed with screws
36	09	Install, tape and float to level 5 finish for painting.
		1/2" Sheetrock 1/2" Hardibacker Level 5 Finish for Painting
Painting		
37	09	Prime and Paint Ceilings, 2 coats, 1 color.
38	09	Prime and Paint Walls, 2 coats, 1 color.
39	09	Prime and Paint Doors, Windows, Trim, and Base, 2 coats, 1 color.
40	09	Provide ceiling texture repairs.
		Sherwin Williams Flat or =, color Check Owner Supplied Material List for product detail. Sherwin Williams Satin or =, color Check Owner Supplied Material List for product detail. Sherwin Williams Semi Gloss or =, color Check Owner Supplied Material List for product detail. Ceiling Texture to match
Wood Flooring		

Reggie and Tom

New Master Suite Project
Project Scope of Work

69 - Comments			By:
Cnt	Div. #	Scope of Work	Comments
41	09	Install 1/2" thk Thomasville Engineered wood flooring over subfloor in bedroom and closet.	Model HWJ-M12125; Jatoba - Engineered
		Ceramic Tile	
42	09	Install sq edge, thin set, white, ceramic tile to 7' @ shower walls w/ small joint	6"x6", Wht, thin set ceramic tile w/ small joint
43	09	Install sq edge, mud set, white, ceramic tile @ Bath floor w/ small joint	12"x12", Wht, mud set ceramic tile w/small joint
10		Div. 10 - Specialties	
11		Div. 11 - Equipment	
12		Div. 12 - Furnishings	
44	12	Counters / Cabinets All cabinets, doors and drawers will be prefabricated and prefinished.	
45	12	Bath Counter: ADA compliant, Formica.	Surface Material: Formica
46	12	Hinges to be concealed European style.	
47	12	Hardware to be selected by the owner.	Hardware: Check Owner Supplied Material List for product detail.
		Glass Mirrors	
48	12	Standard 1/4" full vanity length mirror.	Standard Square Mirror
		Bath Accessories	
49	12	Towel Ring, Paper Holder, Towel Bar, and 4 grab bars for the shower and toilet areas.	Standard Chromed Accessories
13		Div. 13 - Special Construction	
14		Div. 14 - Conveying Systems	
15		Div. 15 Mechanical	
50	15	Plumbing Fixtures to be selected by the owner.	Check Owner Supplied Material List for product detail.
51	15	Install new domestic hot and cold with CPVC.	As Required
52	15	Install new waste lines with PVC.	As Required
53	15	Alternate Add/Deduct: For alternate Plumbing Layout with Large Shower Enclosure.	See Diagram 10

Reggie and Tom
 New Master Suite Project
 Project Scope of Work

69 - Comments			By:
Cnt	DIV. #	Scope of Work	Comments
54	15	Alternate Add: Install self contained single zone, wall mounted HVAC unit w/ Digital Thermostat	Check Owner Supplied Material List for product detail.
16 Div. 16 - Electrical			
55	16	Electrical fixtures are to be selected by the owner.	
56	16	All installation must be in accordance with National Building Codes.	
57	16	Install 1 weatherproof duplex outlet w/ bubble cover at exterior as indicated in the diagram.	Whl, 15 Amp Exterior Grade GFCI Dplx outlet w/ Bcov
58	16	Install 1 interior wht GFCI duplex outlet at bathroom vanity	Whl, 15 Amp Interior Grade GFCI Dplx outlet
59	16	Install 1 interior wht duplex outlet at each wall.	Whl, 15 Amp Dplx outlets
60	16	Temporary Electric is to be provided by owner.	
61	16	Install 1 phone and 1 cable TV outlet and tie into existing service.	As Required
62	16	Provide 220V, or as required to water heater.	As Required
63	16	Provide 220V, or as required to HVAC Unit.	As Required
64	16	Relocate the existing sprinkler control unit to Laundry Room	As Required
HCC Contingency on Hard Costs			
65	HCC	Any available Contingencies on hard costs will be under the exclusive control and at the sole discretion of the owner.	
GEN General			
CNSLT Consultants			
66	CNSLT	Structure Sleuth is the Owner Representative	
OSC Other Soft Costs			
67	OSC	Owner will supply all furniture	TBD
COV Client Overhead			
68	COV	The cost of connecting to utilities will be the responsibility of the contractor. The Owner will pay the cost for utility use.	
SCC Contingency on Soft Costs			
69	SCC	N/A	

Reggie and Tom
 New Master Suite Project
 Owner Selected Project Materials List

	Vendor	Manufacturer	Model	Color	Unit Price
Doors and Hardware					
Closet Doors Accordian Style	Lowes	Pacific Mills	36wx80h		\$ 67.00
Closet Door Knobs	Lowes	Baldwin	93520007	Bronze	\$ 38.97
Prehung 3'-0" x 6'6" hollow core door	As Required	As Required			
Bathroom Door Knobs	Lowes	KwickSet	788TNLLH / 788TNLRH	Bronze (2)	\$ 13.97
Insulated French Doors	McCoys	See Attached			
Exterior Door Security Lockset	Lowes	Baldwin	93540007 / 93800003		\$ 98.84
Electrical Fixtures					
Ceiling Fan w/ light	Lowes	Harbor Breeze	Cabrillo 294989		\$ 99.98
Ceiling Globe Lamp for Closet	As Required				
Exterior Light Fixture	Lowes	Portfolio	108844	Wall Lantern	\$ 34.96
Bathroom Heater/Fan	Lowes	Nutone	665RO		\$ 77.94
Plumbing Fixtures					
Sink	Lowes	Standard white bowl	As Required		
Faucet	Lowes	Kohler	811552	Bl Nickel	\$ 69.00
Large Shower Enclosure	Lowes	62040100-0	SKU 154451	White	
Shower Faucet Set	Lowes	TF-Price Pfister	016HH2C	Shower Bar Combo	\$ 99.97
Toilet	Lowes	Kohler	S/O 11492-96	Bisquit	\$ 198.00
Finishes					
Wall Paint Color	Lowes	BEHR	490F-7	Jungle Green	
Ceiling Paint Color	Lowes	Blidden	GLN05	Water Chestnut	
Door & Window Trim Paint Color	Lowes				
Wood Flooring	Home Depot	Thomasville	Clicklock TV25E	Bl Teak Camaru	\$ 3.27
Floor Tile	Home Depot		84372	Capri Classic	\$ 1.78
Wall Tile	Home Depot		Porc6C	Capri Classic	\$ 0.74
Wall Tile Accent	Home Depot	Capri Listello	Porc12C	Capri Classic	\$ 3.64
Wall Tile Base	Home Depot	American Clean	0012441P	Almond	\$ 2.74
Window Dressings/Blinds	Supplied by Owner				
Vanity Formica	Home Depot	Wilson Art	4762-60-107	Mistique Dawn	\$ 44.06
Bathroom Accessories					
Towel Ring	Lowes	Pegasus	Veranza 884163L	Br Nichol	\$ 16.93
Towel Bar	Lowes	Pegasus	Veranza 884757L	Bn	\$ 29.67
Toilet Paper Holder	Lowes	Pegasus	Veranza 882381L	Bn	\$ 16.86
Grab Bars	Lowes	Safety First	S1F562455	Bn	\$ 23.96

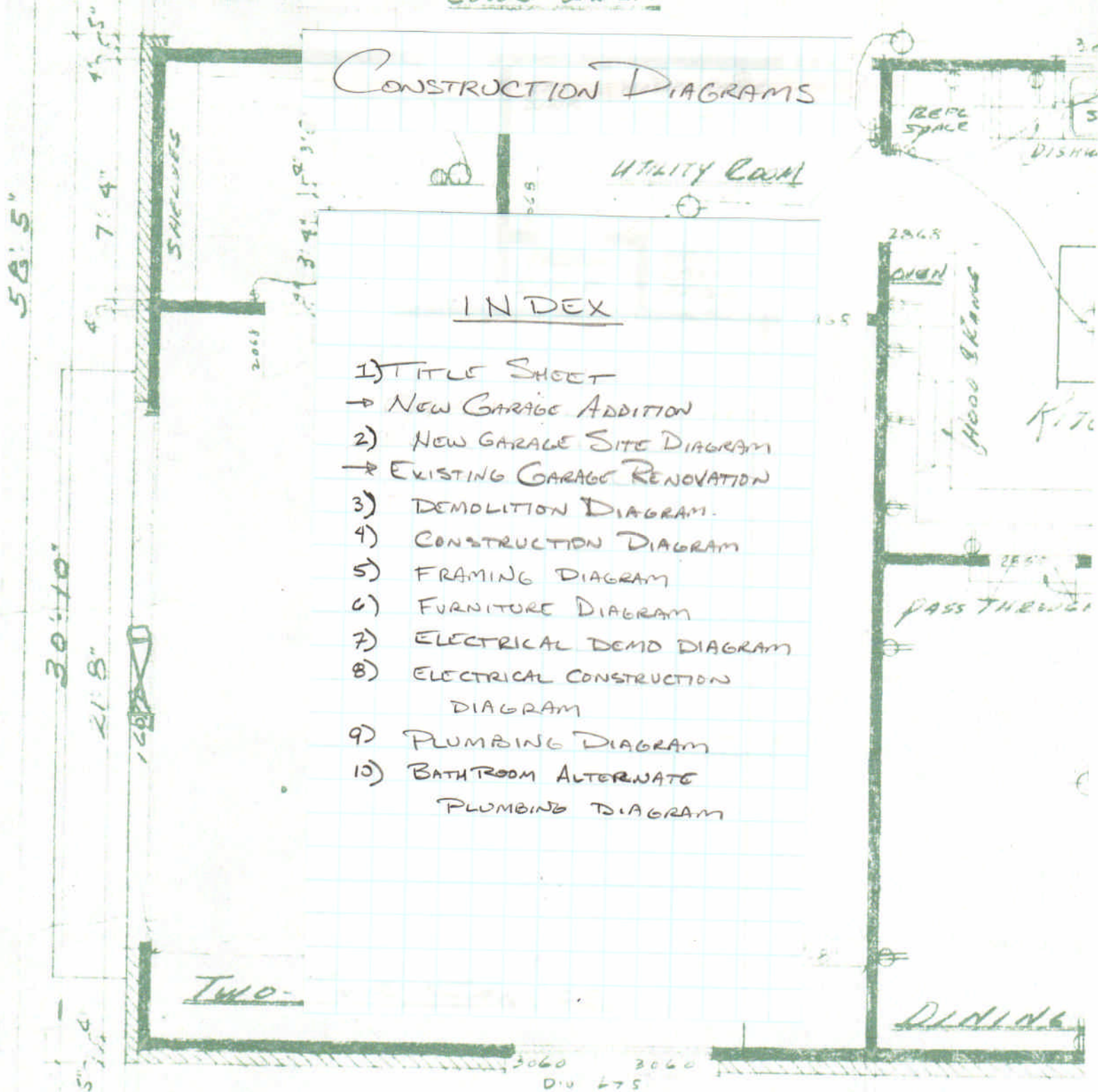
CONC WALK

CONSTRUCTION DIAGRAMS

UTILITY COWL

INDEX

- 1) TITLE SHEET
→ NEW GARAGE ADDITION
- 2) NEW GARAGE SITE DIAGRAM
→ EXISTING GARAGE RENOVATION
- 3) DEMOLITION DIAGRAM.
- 4) CONSTRUCTION DIAGRAM
- 5) FRAMING DIAGRAM
- 6) FURNITURE DIAGRAM
- 7) ELECTRICAL DEMO DIAGRAM
- 8) ELECTRICAL CONSTRUCTION
DIAGRAM
- 9) PLUMBING DIAGRAM
- 10) BATHROOM ALTERNATE
PLUMBING DIAGRAM

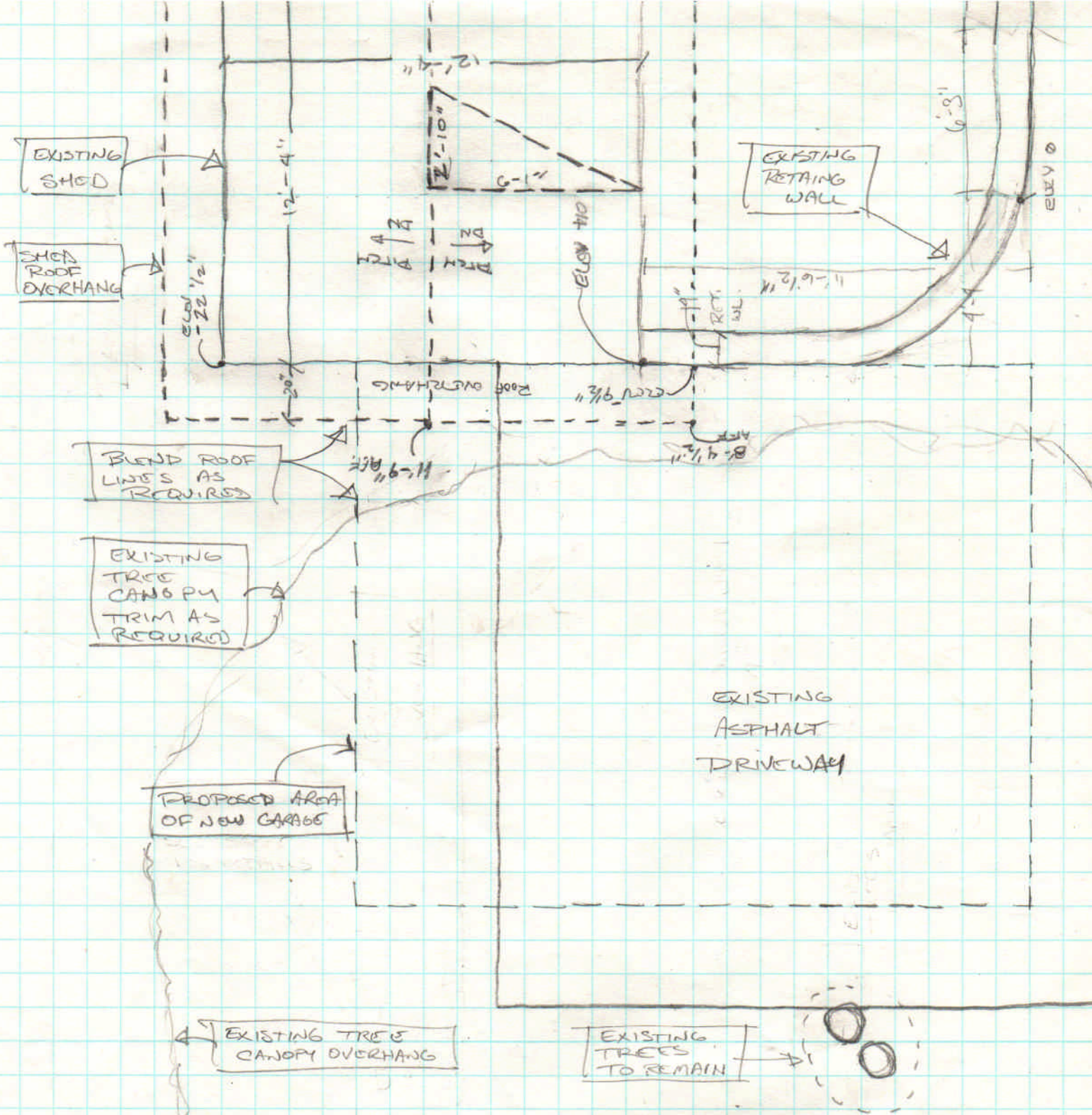


REGGIE & TOM [REDACTED]

TITLE SHEET / INDEX

GARAGE ADDITION &
EXISTING GARAGE RENOVATION

SCALE: 3/4" = 1'



REGGIE + TOM

NEW GARAGE SITE DIAGRAM

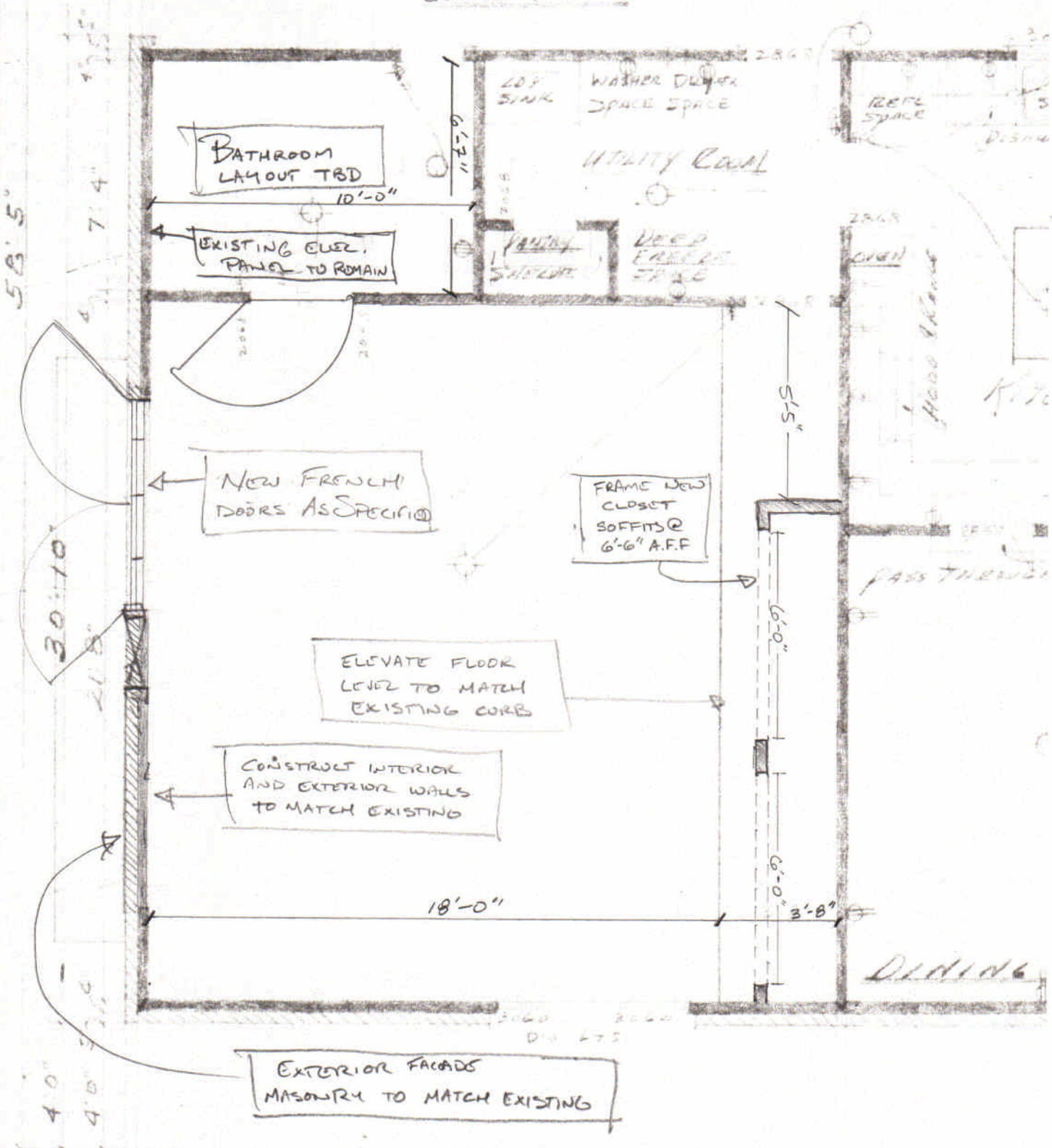


GARAGE ADDITION

SCALE: 1/4" = 1'

2

CORNER WALK



REGGIE & TOM [REDACTED]

CONSTRUCTION DIAGRAM

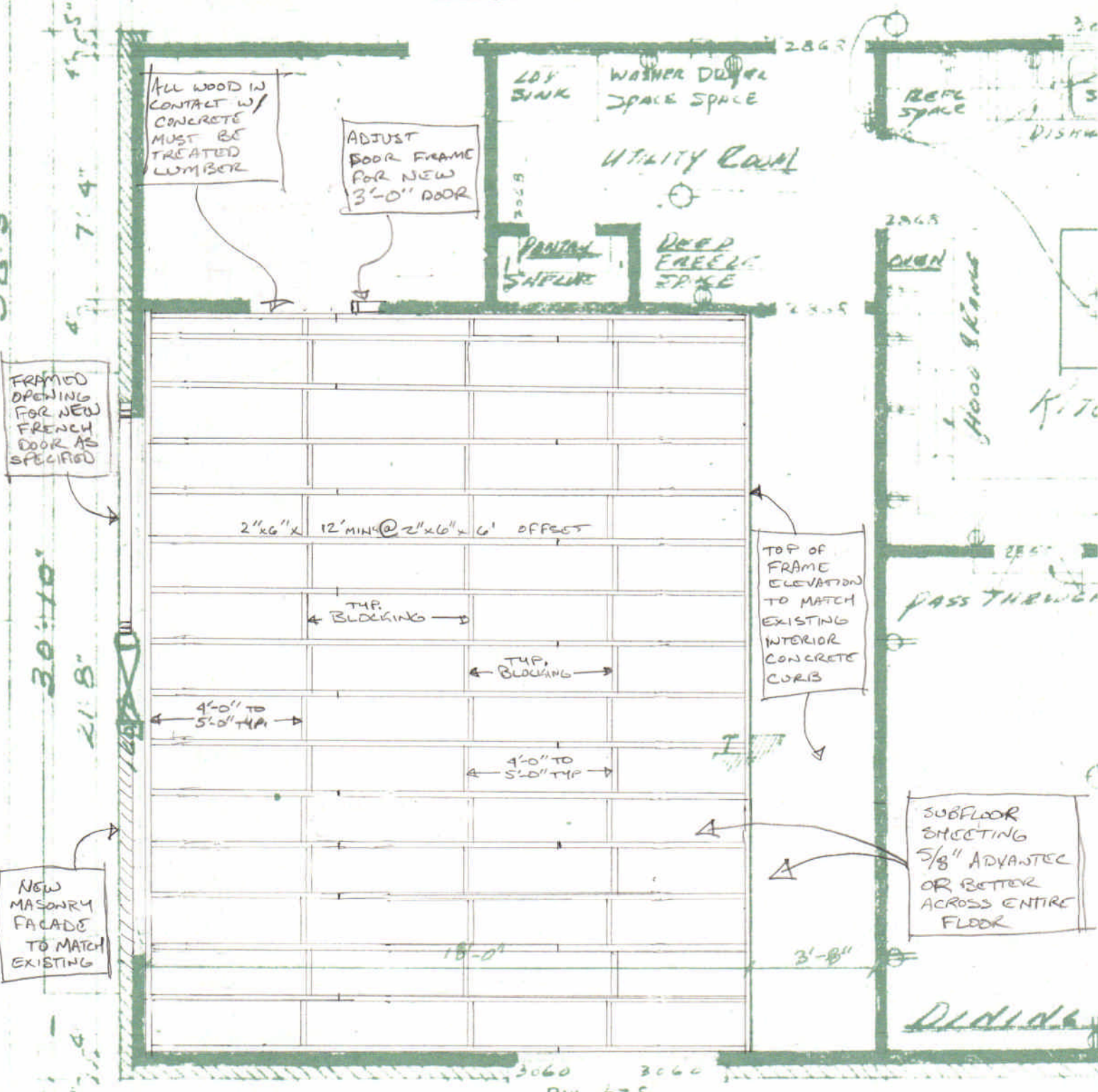
GARAGE RENOVATION

4

1/4" SCALE



CONC WALL

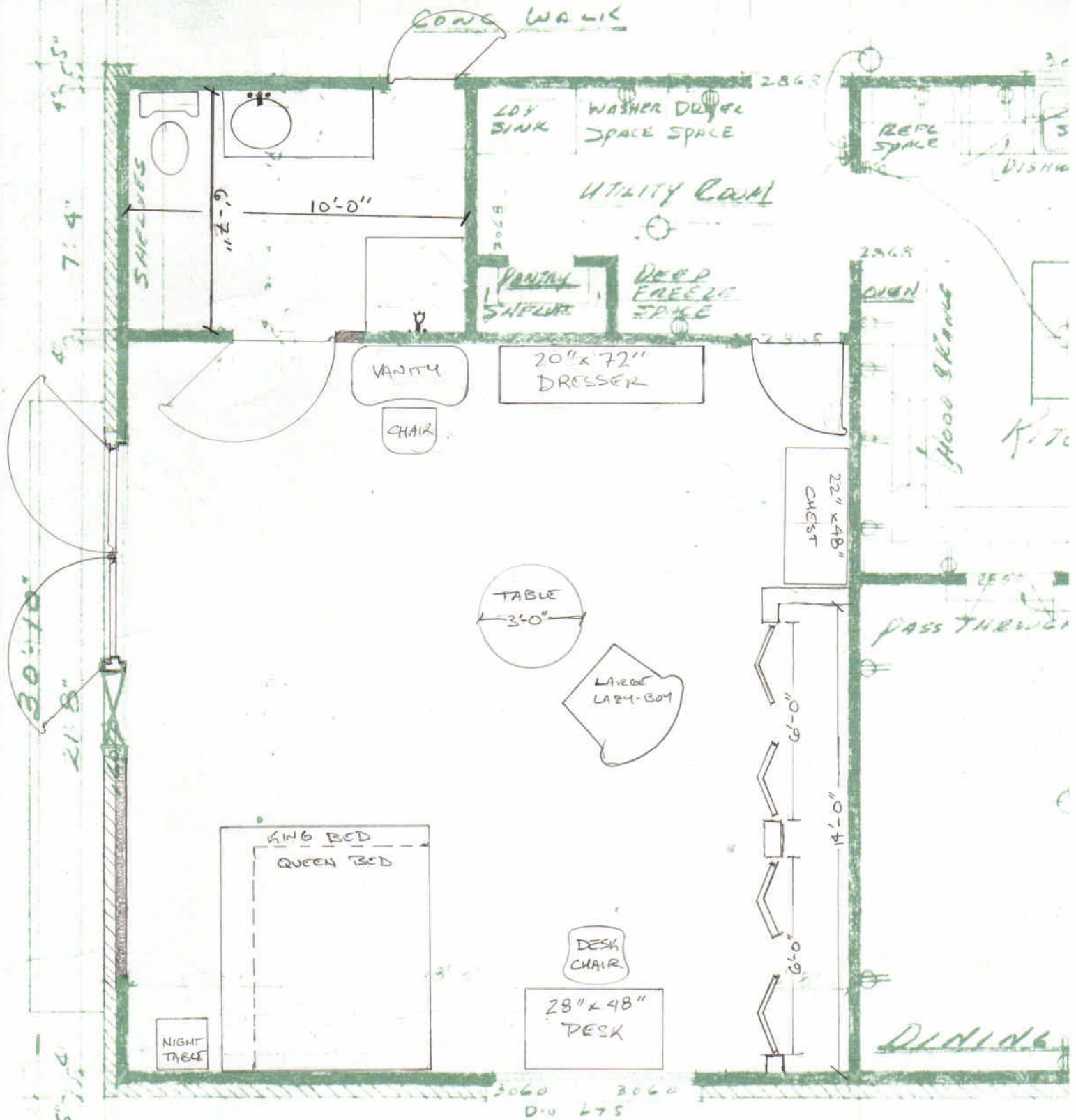


REGGIE & Tom [REDACTED]

FRAMING DIAGRAM

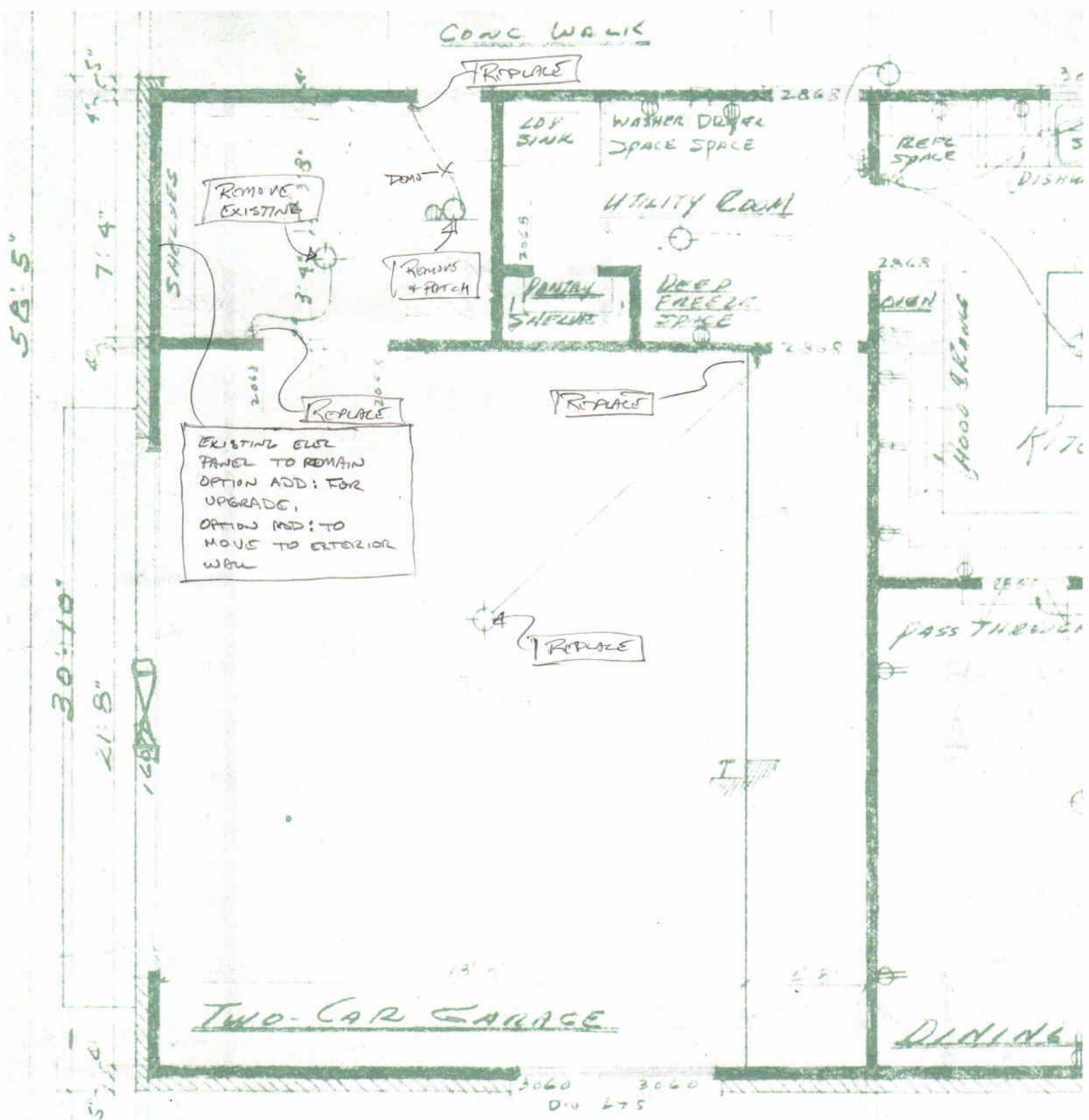
GARAGE RENOVATION

SCALE: 1/4" = 1' N



Reggie & Tom [REDACTED]
 GARAGE RENOVATION

FURNITURE DIAGRAM
 SCALE: 1/4" = 1' N



Reagle + Tom [REDACTED]

ELECTRICAL DEMO DIAGRAM

GARAGE RENOVATION

1/4" SCALE



CONC WALK

NW SWAY SWITCH

LOV SINK

WASHER DRYER SPACE SPACE

REFL SPACE

DISHW

INSTALL NW FIXTURE AS SPECIFIED

UTILITY COWL

PANTRY SINK

DEEP FREEZE SPACE

2865

Hood Blower

NW SWAY SWITCH

NW POWER, SWITCH, DUPLEX AS REQ BY AVAL MAND

NW SWAY SWITCH

INSTALL NW FIXTURE AS SPECIFIED

INSTALL NW FIXTURE AS SPECIFIED

TWO-CAR GARAGE

DINING

3060 3060
DIN 675

58'5"
4'5.5"
7'4"
30'10"
21'8"
4'0"
4'0" 5'1.4

Request of Tom [REDACTED]

GARAGE RENOVATION

ELECTRICAL CONSTRUCTION DIAGRAM

1/4" SCALE



8

CONC WALK

NEW VANITY

24" x 52" VANITY

LOF SINK

WASHER DRYER SPACE SPACE

REFL SPACE

INSTALL WATER HEATER
UTILITY CABIN

NW TOILET
AS SPECIFIED

39" x 36" SHOWER STALL

PANTRY SHELF

DEEP FREEZER SPACE

2863

OVEN

NW ADA SHOWER AS SPECIFIED

EXISTING SUPPLY AND DRAIN LOCATIONS.
DEMO SLAB AS REQ FOR NEW PLUMBING FIXTURES TO BE CONNECTED IN ACCORDANCE WITH APPLICABLE BUILDING CODES.

PASS THROUGH

TWO-CAR GARAGE

DINING

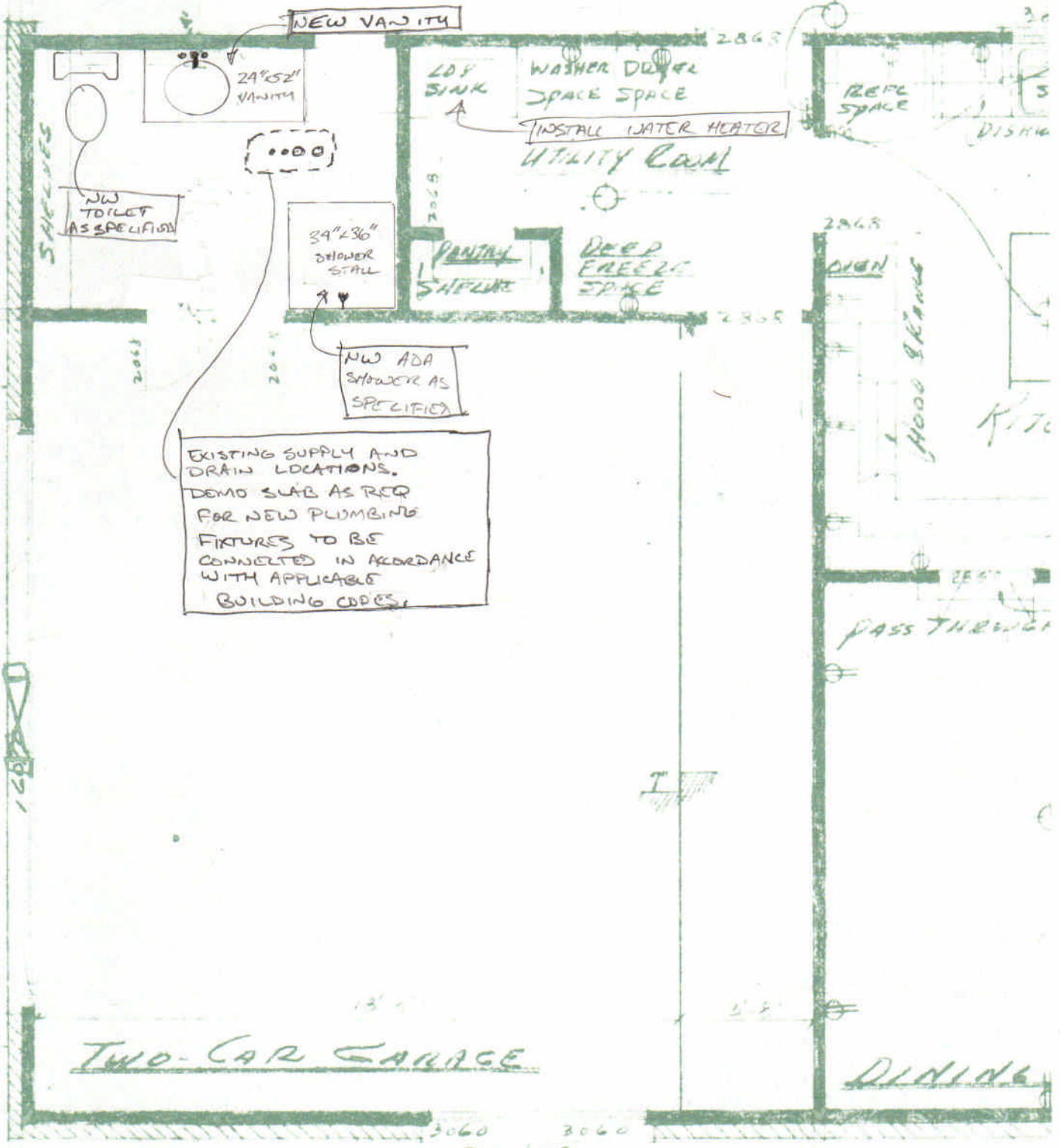
3060 3060
D10-675

Rebecca + Tom [REDACTED]
GARAGE RENOVATION

PLUMBING DIAGRAM
1/4" SCALE N

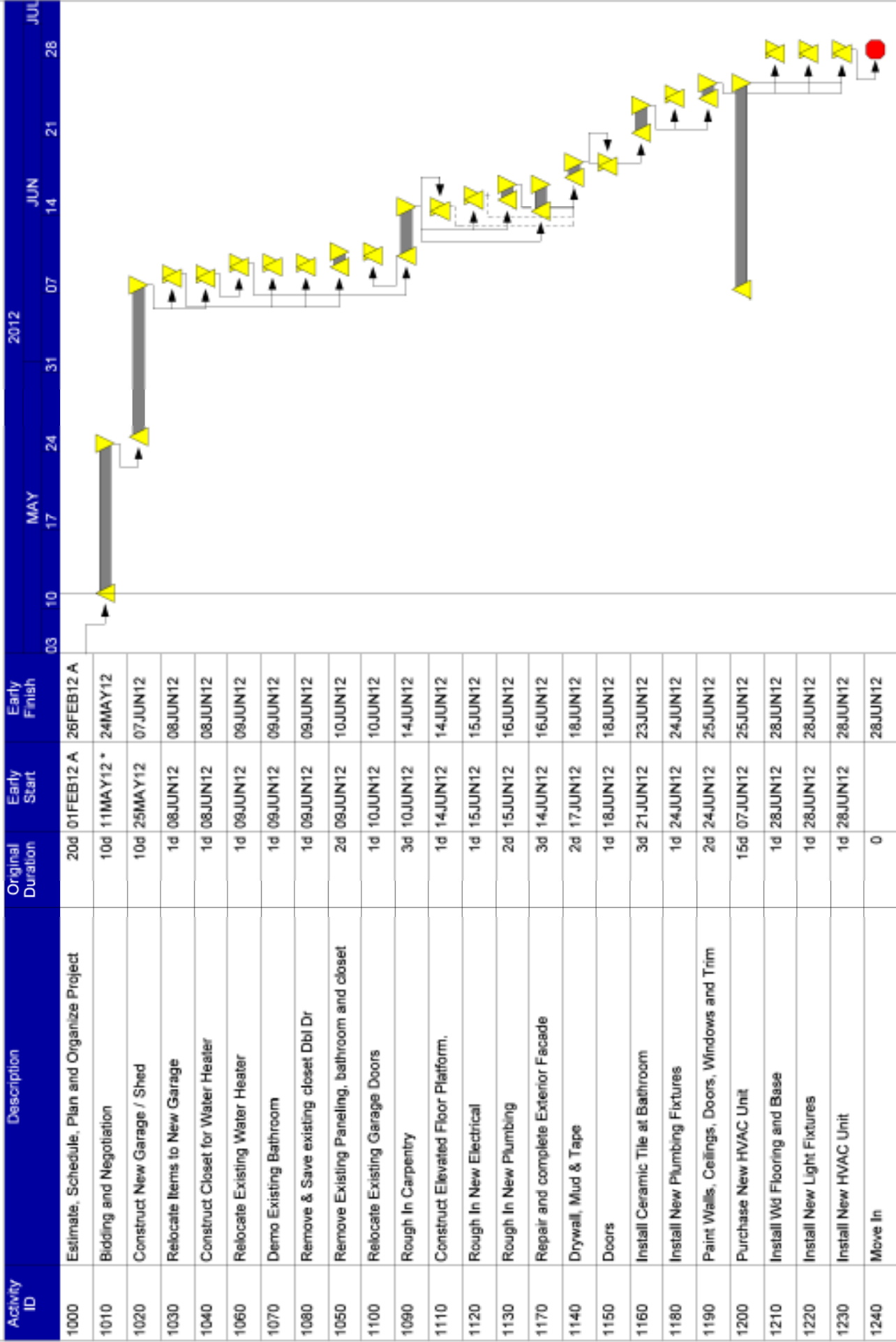
9

58'5"
4'5"
7'4"
4"
30'10"
21'8"
12'0"
4'0"
4'0" 5'10"



Prepared By: Construction Conductor
 Data Date: May 6th, 2012

Reggie and Tom
 Garage Renovation Project



CONTRACTOR GUIDELINES

1. Unfortunately, parking on site is limited. Construction workers must be mindful not to block the driveway at anytime.
2. Requests for workers to work after hours or on weekends at the site must be provided 24 hours in advance. Regular work hours are 7:00 am to 6:00 pm for contractors.
3. Eating, drinking or the presence of all forms of food and beverage is only permitted outside the building. We encourage the construction workers to use the table and chairs on our patio. However, we would appreciate a neat appearance while dining as this is our home, and please do clean up after yourselves.
4. Advance notice is required when noisy work is anticipated or when materials are to be transported to and from the site. Welding and burning permits will be required when any open flame or arc is to be used.
5. If possible, contractors will have an area assigned for storage of tools for the duration of the project. The housekeeping in these areas must be of the highest standards, and these areas must also be properly secured when left unattended.
6. When working proper horses, barricades, guards and/or other temporary protection will be used as necessary, to protect people outside the construction area from harm. When using any wheelbarrow, dolly, etc. the right of way belongs to owners and visitors. Flooring, such as carpeting shall be protected from unusually heavy and dirty loads.
7. All debris will be removed from our premises daily. When this is not physically possible because of circumstances, at least flammable debris will be removed by whatever means necessary.
8. Food waste must be disposed of in designated containers only.
9. All construction workers must be identified prior to commencement of the work.
10. There is no smoking allowed within the home. Smoking is only permitted outside the building. All workers must abide by the established regulations.
11. Contractors will not use the main entrance to the home for hauling of any debris or materials without special permission.
12. An operating Fire Extinguisher must be on site at all times. In the event of fire, immediately notify 911, alert any individuals in the home to the danger, and if possible use the fire extinguisher to try to extinguish the fire.

13. In the event of accidental injury, immediately notify 911, then treat the injury as necessary until assistance arrives.
14. No gasoline or propane operated equipment will be allowed within the building without prior permission.
15. Contractors will not be permitted the use of any owner tools, materials or supplies.
16. Radio playing is not permitted on site without the express permission of the owner. At no time is any radio playing permitted to disturb the owner, and the owner retains the right to withdraw radio playing permission.
17. Electrical power, water and gas services are available on site. Connection costs to the power, water and gas systems will be borne by the contractor. Utility costs for power, water and gas will be paid for by the Owner. Unless other direction exists, any and all tapped services are to be returned to pre-construction condition upon project completion.
18. Office and Project site security shall be accomplished using existing doors.
19. The Contractor will be responsible to schedule in advance all deliveries and notify the owner of such deliveries. Time estimates of truck unloading and or loading must be provided along with the arrival time. Project deliveries are permitted during normal site operating hours only. The Owner will not be responsible for deliveries. If required, other hours will be made available at a cost of \$60.00 per hour. Deliveries must be scheduled by the contractors designated representative. All material must be moved from the driveway area and stored within the project limits or other owner approved area.
20. The Owner will furnish and pay for the removal of all construction debris placed in the dumpsters located on site. The contractor will be responsible for moving the rubbish from the construction site to the dumpster using the contractor's labor and equipment. The dumpsters must be efficiently filled to the satisfaction of the Project Manager. Large pieces must be broken down if so directed by the Project Manager.
21. The contractor must advise the Project Manager of all large rubbish removal efforts to insure adequate dumpsters on site. Only one dumpster will be allowed at any one time.
22. Contractor items (boxes, ladders, tools) etc. should be removed at the completion of the project. Any item left after the project completion will be considered abandoned after 10 days unless other arrangements are made.