



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 12/02/08

SUBJECT: Requested approval of selection of low bidder, R/J Group, Inc. as General Contractor for SHIP Substantial Rehabilitation of 121 Wimbledon Court, Port Orange.

DEPARTMENT: COMMUNITY DEVELOPMENT

RECOMMENDED MOTION:

To waive formal bidding requirements; accept alternative bidding process; and to approve selection of low bidder, R/J Group, Inc. as General Contractor for SHIP Substantial Rehabilitation of property located at 121 Wimbledon Court in the amount of \$35,999.00, subject to the City Manager's and City Attorney's approval of the contract between the property owner/applicant and R/J Group, Inc.

SUMMARY

The City of Port Orange's Local Housing Assistance Plan includes a strategy to provide substantial rehabilitation to income eligible owner-occupied homeowners. Mr. and Mrs. Spencer have been determined income eligible to receive this assistance and the property has been determined eligible to receive this assistance.

The proposed substantial rehabilitation of this home includes many handicap accessibility modifications necessary to accommodate Mr. Spencer's handicap needs as well as replacement of the roof and other renovations necessary to bring the home up to current housing code standards.

The City received four bids total through an alternative bidding process by broadcast email to members of the Volusia Home Builders Association; with three qualified bids from licensed contractors and has selected low bidder, R/J Group, Inc. in the amount of \$35,999.00

As the City is not the property owner, the actual contract for construction will be executed between the homeowner, Mr. Will Spencer and the General Contractor, R/J Group, Inc. Although not a party in the contract for construction, the City will review all contract documents prior to the homeowner's execution of said documents to ensure that the City's detailed scope of work for rehabilitation of this housing unit is expressed and enforceable.

ATTACHMENTS: Ordinance Resolution Budget Resolution

Other Support Documents

DEPARTMENT HEAD

Wayne Clark, Director

Date

11/19/08

FINANCE DEPARTMENT

Approved as to Budget Requirements

Date

11/20/08

CITY ATTORNEY

Approved as to Form and Legality

Date

11.20.08

CITY MANAGER

Approved Agenda Item For:

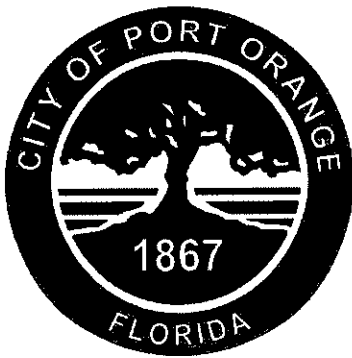
12/2/08

COUNCIL ACTION: Approved as Recommended Disapproved

Tabled Indefinitely

Continued to Date Certain

Approved with Modification:



CITY OF PORT ORANGE

1000 CITY CENTER CIRCLE
TELEPHONE 386-506-5500
FAX 386-756-5290
www.Port-Orange.org

September 26, 2008

Volusia Home Builders Association
3520 W. International Speedway Blvd.
Daytona Beach, FL 32124

Re: City of Port Orange SHIP Program Substantial Rehabilitation
Request for Quote

Dear Members:

The City of Port Orange is requesting a quote for home repairs to be made under the State Housing Initiatives Partnership (SHIP) Program. The purpose of this Program is to providing housing assistance to very low, low and moderate income households in the City of Port Orange.

The quotation you are providing is for the following address:
121 Wimbledon Court Port Orange, FL

Name of homeowner:
Will and Karen Spencer

Phone number of homeowner:
(386) 767-8367 or (386) 290-1661 (cell # for Will Spencer)

Work to be performed:
Please review attached Work Write-Up Bid Document

All quotations must be originals and signed. Deadline for submission of complete quote is October 15, 2008. Please submit completed quotations (by mail or in person) to Nancy Jewell, Senior Planner, City of Port Orange, Community Improvement Division. If you have any questions concerning the Work Write-Up Bid Document, please call Nancy Jewell at (386) 506-5642.

Thank you in advance,

Nancy Jewell
Senior Planner

R/J Group, Inc.
4244 Jackson Street
Port Orange, Fl 32127
(386) 760-0764 Phone
(386) 760-3080 Fax

RECEIVED

OCT 17 2008

Wednesday October 15, 2008

City of Port Orange
SHIP Program Substantial Rehabilitation Department
1000 City Center Circle
Port Orange, FL 32127

Attn: Senior Planner– Nancy Jewel
(386) 506-5642 Phone

Re: - **Project:** Rehab of Will & Karen Spencer Residence - 121 Wimbledon Ct., Port Orange, FL,

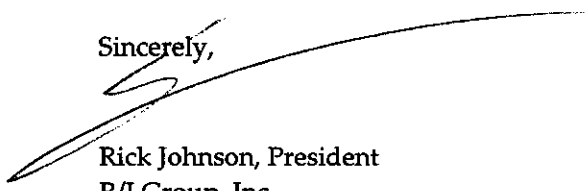
Nancy Jewel:

Thank you for the opportunity to bid this project. Please note that the base bid form is filled out and completed per your instructions. However, upon the field visit to the site, the owner requested an alternate which would allow them to keep their closet intact and extend their master bedroom and master bathroom areas farther into the newly added rooms. We have taken the liberty of adding those specifications to the bid (see Alternate form attached) along with an allowance for plans & permitting.

Base Bid	\$ 25,778.61
Alternate [add to base]	<u>\$ 10,220.39</u>
Total	\$35,999.00

Thank you in advance for your assistance with this project, please feel free to contact me at rjgroup22@aol.com, (386)760-0764 / (386) 547-9047.

Sincerely,



Rick Johnson, President
R/J Group, Inc.
CGC# 049896 Building
CGC #1505663 Building
CCC# 057176 Roofing

Work Write-Up Bid document ALTERNATE

Will Spencer
 121 Wimbledon Ct.
 Port Orange, FL 32127
 (386) 290-1661

Contractor Name

RJS Group, Inc.

Contractor Signature

[Signature]

Project Type: Rehabilitation

Bid Due Date: 10-15-08

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
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EA \$ 25,778.61

BASE BID PRICING - ITEMS 1 THROUGH 50

MASTER BEDROOM & PATIO

- 1
 - a. Remove Window in Bedroom & Block kneewall and trim out opening.
 - b. Cut existing patio slab for 18" x 16" Concrete Footing.
 - c. Cap existing patio slab and bring to level with FFE.
 - d. Construct an exterior frame wall to code.
 - e. Stucco exterior frame wall & paint.
 - f. Insulate exterior frame wall, drywall, & paint

SEE DRAWINGS
AND PHOTOGRAPHS

EA \$ 34,966.31

MASTER BATHROOM & PATIO

- 2
 - a. Remove door in Bathroom & Block
 - b. Cut existing patio slab for 18" x 16" Concrete Footing.
 - c. Cap existing patio slab and bring to level with FFE.
 - d. Construct an exterior frame wall to code.
 - e. Stucco exterior frame wall & paint.
 - f. Insulate exterior frame wall, drywall, & paint
 - g. Extend existing Master bath into new area onto existing patio.
 - h. Extend ceramic tile into new created bath area.

SEE DRAWINGS
AND PHOTOGRAPHS

EA \$ 5,724.08

PLANS & PERMITTING ALLOWANCE

EA \$ 1,000.00

\$ 35,999.00

Total Base Bid and Alternate

Work Write-Up Bid Document

Will Spencer
 121 Wimbledon Ct.
 Port Orange, FL
 32127-
 (386) 290-1661

Contractor Name

R/J Group, Inc.

Contractor Signature



PROJECT TYPE: Rehabilitation

Bid Due Date: 10-15-08

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
BATHROOM #1						
1	Outlet/GFCI/Replace existing outlet with new GFCI outlet. Place GFCI as close as possible to panel box to protect downstream outlets. One GFCI per circuit.	Install GFCI protected outlet in the hall bathroom.	13.D.6.	1	EA	See # 49
BATHROOM #2						
2	Bathtub/Demolition. Remove plumbing fixture/Bath tub.	Remove existing SHOWER enclosure. Cap off all plumbing in the area if not moved to new shower location.	11.A	1	EA	\$ 468.00
3	Commode/High Rise/Install new high rise commode with two (2) grab bars.	Install in master bathroom after remodelling is completed.	16.C.	1	EA	N/A
4	Door Opening/Widen/Interior/Widen interior door opening/Install new door/36" pre-hung.	Widen existing door to accommodate wheel chair access into master bathroom.	16.B.2.	1	EA	\$ 468.00
5	Door/Remove door & Finish. Remove door and finish inside and out. Match existing materials and finish.	Remove exterior door from the master bathroom to the pool area, close off and finish.	8.Z.	1	EA	\$ 468.00

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
BATHROOM #2						
6	Drywall/Wall/Install new 1/2" drywall on wall/Finish completely. Work shall include tape, bed and texture to match existing surfaces.	Install drywall on the two new walls (floor to ceiling) and one short wall.	9.D	60	SF	\$ 146.25
7	Interior Wall/Partition/2"x 4" x 8'/Replace. Replace 2" x 4" x 8' interior partition wall/16" O.C. (framing only).	Install a short wall the to right of the commode seperating the lowered sinktop and the commode. This wall will be approx. 40" tall.	6.C.	3	LF	N/A
8	Interior Wall/Partition/2"x 4" x 8'/Replace. Replace 2" x 4" x 8' interior partition wall/16" O.C. (framing only).	Install two partion walls. One to make a partion for the shower and linen closet. One to partition the linen closet and the commode area. Walls will extend from the floor to the ceiling.	6.C.	6	LF	N/A
9	Linen Closet/Add new linen closet.	Add a small linen closet (approx. 18" wide, larger if able) between the commode and shower area on the outside wall in the master bathroom.	6.HH.	1	EA	\$ 292.50
10	Mirror/Beveled Glass/Replace. Replace mirror with new beveled glass mirror. Repair all surfaces to match existing.	Install new tilted handicap mirror above lowered sinktop in master bathroom.	10.E.	6	SF	\$ 468.00

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
BATHROOM #2						
11	Outlet/GFCI/Replace existing outlet with new GFCI outlet. Place GFCI as close as possible to panel box to protect downstream outlets. One GFCI per circuit.	Install GFCI protected outlet in master bathroom.	13.D.6.	1	EA	see # 49
12	Room/Paint walls, ceiling & trim/entire room. Two coats. Work shall include minor repairs to surfaces. SF=ACTUAL SURFACE AREA OF WALLS & CEILING.	Paint master bathroom walls and ceiling.	9.N.3	300	SF	\$ 877.50
13	Shower Curtain Rod/Replace. Replace curtain rod.	Install new shower curtain bar at owners desired height.	8.P	1	EA	\$ 58.50
14	Shower/Barrier Free/Built on-site /Install barrier free shower w/Pressure balanced shower valve with glide bar. Remove existing unit, repair all adjacent surfaces and install 3 grab bars (owner location) and hinged seat.	Install concrete backer board for all tiled surfaces and tile shower area. Build box bench are rear of shower against rear wall. Install new drain plumbing and tile floor with slope toward drain.	16.C.	1	EA	see Alt. #2
15	Sinktop/Cultured Marble. Replace existing sinktop with new cultured marble sink top/25" x 22". Include new drain line and trap.	Install new sinktop on new vanity/cabinet on right wall. Also install a lowered sinktop from this same vanity to the short wall against the rear bathroom wall without a base vanity/cabinet. Allowing open access for a wheel chair.	11.4.	2	EA	see Alt. #2
16	Towel Bar/Install new towel bar/24".	Install new towel bar outside of shower area.	10.E.2.	1	EA	see Alt. #2

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
BATHROOM #2						
17	Vanity Base Cabinet, Faucet, Top. Replace existing with new lavatory/vanity base cabinet (pre-finished oak), cultured marble top (1" overlap) and faucet (Moen one handle # P84521) or written approved equal. Match existing size.	Remove existing vanity/cabinet and install new larger cabinet at regular height on right wall in master bathroom.	11.4.	1	EA	\$ 643.50
18	Wall/Partition/Demolish. Completely remove partition wall. Work shall include repairs to all adjacent surfaces to match existing.	Remove common partition wall between the master bathroom and closet.	9.D.1.	48	SF	N/A
19	Window/Replace/Vinyl. Replace window with new Solid Vinyl window/single hung/Use American Craftsman Series 2160-Vinyl or written approved equal. Include frame, sill, sash, trim, hardware, screen, repair & paint of interior and exterior surfaces.	Replace window.	8.G	1	EA	\$ 585.00
BEDROOM #1						
20	Door Opening/Widen/Interior/Widen interior door opening/Install new door/36" pre-hung.	Create an area in the existing exterior wall to accommodate a 36" interior door and install a NEW 36" pre-hung half glass door.	16.B.2.	1	EA	see Alt. # 2
21	Door/Remove door & Finish. Remove door and finish inside and out. Match existing materials and finish.	Remove closet door in master bedroom. Finish wall on both sides.	8.Z.	1	EA	N/A

ENTIRE STRUCTURE

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
ENTIRE STRUCTURE						
22	Roofing/3-Tab/20 Year Warranty. Install fiberglass shingles/Minimum 20 year warranty/Use Owens Corning "Classic" or written approved equal.	Install new roof surface. Call for addendum if any sheathing needs to be replaced.	7.A.	26	SQ	\$ 3215.16
23	Roofing/Strip/Asphalt-Fiberglass/1 Layer. Strip roof--asphalt/fiberglass/1 layer.	Strip off old roof, inspect sheathing.	7.C	2600	SF	\$ 1287.00
EXTERIOR						
24	Dryer Vent/Replace. Replace existing dryer vent with new louvered dryer vent and ducting.	Resecure dryer vent or install new.	10.D.2.D.	1	EA	included #22
25	Exterior Wall/Replace. Replace 2" x 4" x 8' exterior wall/ 16" O.C. Work shall include studs, bottom plate (treated), double top plate and headers for all windows and doors.	Build new exterior wall to enclose porch area.	6.C.	30	LF	\$ 1462.50
26	Fascia/Replace/2" x 6". Replace existing fascia with new 2" x 6" fascia.	Replace rotted wood on extension at rear of house.	6.P.	30	LF	\$ 117.00
27	French Patio Door/8' 0" x 6' 8"/Double Glazed/Replace sliding glass patio door with new French patio door/steel 8' 0" x 6' 8"/insulated glazing. Work shall include paint both side. Use Stanley PS series or written approved equal.	Install new french doors in new wall leading to the pool area.	8.A.1.I.	1	EA	\$ 1053.00
28	Stucco/Remove stucco.	Remove 6" of stucco above the ground for termite inspection zone on extension at rear of house.	9.C	20	SF	\$ 175.50

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
FOUNDATION						
29	Slab on Grade Foundation. Install new slab on grade foundation. SEE FOUNDATION PLAN.	Pour new footer and slab outside slider to the end of the rear wall to match interior floor height.	3.T.	154	SF	\$ 2281.50
GARAGE						
30	Cabinet/Re-secure cabinet to wall.	Resecure garage laundry sink to wall.	6.O.2	1	EA	\$ 58.50
31	Door Opening/Widen/Exterior/Widen exterior door opening/Install new door/36" pre-hung.	Replace existing personal entry door with a pre-hung 36" solid core door. Do not block filter area on HVAC.	16.B.2.	1	EA	\$ 408.00
32	Door/Exterior/6-Panel Steel/Pre-Hung/Replace. Replace exterior entrance door with new pre-hung-steel six panel. Use Stanley #13757 or written approved equal. Work shall include paint-both sides.	Replace broken external personal entry door with new pre-hung steel door.	8.A.	1	EA	\$ 1170.00
33	Panel Box/Repair panel box to code/See comments.	Install "blanks" in open slots in the electric distribution panel.	13	1	EA	See #49
34	Water Heater/Remove & Reinstall. Remove existing water heater and reinstall. Work shall include new water and gas (if applicable) connections, shutoffs and TPR discharge line.	Move existing water heater towards the outside wall to make room for widening the personal entry door to a 36". Install flex connections.	6.H.H.	1	EA	\$ 175.50
INTERIOR						

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
INTERIOR						
35	Door Opening/Widen/Interior/Widen interior door opening/Install new door/36" pre-hung.	Replace existing office door with a 36" pre-hung door.	16.B.2.	1	EA	\$ 408.00
36	Room/Paint walls, ceiling & trim/entire room. Two coats. Work shall include minor repairs to surfaces. SF=ACTUAL SURFACE AREA OF WALLS & CEILING.	Paint walls and ceiling in office.	9.N.3	416	SF	\$ 1216.80
37	Smoke Detector/Hard Wired with Battery Back-Up/Install new smoke detector, hard wired with battery backup. All bedrooms and hallways adjacent to bedrooms. Use Firex #045186 or written approved equal.	Install new smoke detectors in all sleeping areas.	13.D.11	3	EA	see # 49
38	Texture/Wall/Repair wall texture and re-apply new texture-match existing.	Repair all damaged wall corners. (approx. 16 corners) Install aluminum corner guards to protect against future damage.	9.F	50	SF	\$ 292.50
39	Vinyl Sheet Flooring/Install new vinyl floor (sheet) covering & shoe mold.	Remove all existing flooring in the front entryway, family room, kitchen, dining room, front office and master bedroom. Install new seamless sheet vinyl flooring in all the above stated rooms.	9.L	127	SY	\$ 1184.04
40	Wall/Partition/Demolish. Completely remove partition wall. Work shall include repairs to all adjacent surfaces to match existing.	Complete the removal of the closet wall in the office located just to the left of the front door.	9.D.1.	64	SF	N/A

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
KITCHEN						
41	Cabinet Door/Replace/Laminate Finish. Replace cabinet door/plastic laminate on particle board (cabinet grade)/match existing as closely as possible, stain or paint and finish.	Replace all upper and lower cabinet doors faces with white laminate covered doors faces.	6.O.2	20	EA	N/A
42	Cabinet Drawer/Replace. Replace cabinet drawer. Match existing and finish as closely as possible.	Replace all upper and lower cabinet drawer faces with white laminate covered drawer faces.	10.B	9	EA	N/A
43	Cabinet End Panel/Replace. Replace cabinet end panel and finish to match existing as closely as possible.	Install end panel for support of countertop at the end of the countertop closest to the pantry and refrigerator.	6.O.2	9	SF	N/A
44	Cabinet Styles/Replace. Replace cabinet styles and finish to match existing as closely as possible.	Replace cabinet styles to match new doors and drawer materials.	6.O.2	40	LF	N/A
45	Cabinet/Remove cabinet(s) at specified location(s).	Remove bottom end cabinet closest to pantry and refrigerator to provide open access for a wheel chair.	6.O.	3	LF	N/A

Area	Description	Comments	Manual Spec	Quantity	Unit	Enter Bid
KITCHEN						
46	Countertop/Replace. Remove existing countertop and replace with new countertop and backsplash.	Remove old countertop and install new countertop after all modifications have been completed in the kitchen. This countertop will have a lower level (approx. 36" wide) at the end closest to the pantry and refrigerator for wheel chair access.	6.O.4	18	LF	\$ 3291.21 all new cabinets and tops
47	Dishwasher/Repair dishwasher/See comments.	Secure dishwasher to countertop.	10.F.	1	EA	\$ 58.50
48	Interior Wall/Remove. Remove interior wall/repair surrounding areas. Repair all surfaces to match existing.	Remove wall between the kitchen and dining room, behind range in kitchen.	6	60	SF	\$ 117.00
49	Outlet/GFCI/Replace existing outlet with new GFCI outlet. Place GFCI as close as possible to panel box to protect downstream outlets. One GFCI per circuit.	Install GFCI protection for outlets in the kitchen.	13.D.6.	4	EA	\$ 3211.65 all electric-lump sum
50	Range-Oven Outlet & Circuit/Install new 220 range-oven outlet & circuit.	Relocate range-oven outlet from partition wall that will be removed to plumbing wall.	13.D.	1	EA	see # 49
TOTAL						25778.61

All construction will be in accordance with local codes, manufacturers' recommended installation procedures, good quality workmanship practices, General Specifications and Lead-Based Paint requirements when applicable. Conflicts between requirements will be resolved by compliance with the more stringent requirement.