



1730 Bassett Dr.
Mankato, MN 56001
Phone: 507-388-2081
Fax: 507-388-1618
habitatscmn.org

07/26/2023

Dear Build Partner,

We truly appreciate your interest in bidding for our 2023 build project located at 2112 Nelson St, St. Peter, MN.

Habitat for Humanity of South Central Minnesota is fortunate to have many of our skilled contractors and subcontractors donate all or a portion of their time and/or materials, contributing to the building of Habitat homes in our service area.

The in-kind donations of labor and materials we've received have been a blessing to our work! We encourage you to consider how you may be able to help by listing your in-kind gifts of material and labor on the proposal bid form.

Your support would help to serve more families in our communities by building a decent & safe place to call home!

Thank you for your interest in partnering with us. Please feel free to contact us with any questions you may have.

Sincerely,

Sondra R. Herman

Sondra Herman
Executive Director

Our Excitement is Building!

Habitat for Humanity of South Central Minnesota is a non-profit Christian housing ministry dedicated to building simple, decent and affordable housing with and for families in need.

HABITAT FOR HUMANITY SCMN BID PACKET



Project Address: 2112 Nelson St, St Peter, MN

2,166 sf, 3-Bedroom, 2-bathroom house with full basement, and attached double garage.

St Peter High School Building Trades annual build.

Contact Information:

Chad Schley, Construction Manager 507-720-1216
chad.schley@habitatscmn.org

or

Karen Allen, Administrative Coordinator 507-388-2081 ext. 206
karen.allen@habitatscmn.org

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INVITATION TO BID

ACCEPTING BIDS FOR:

2112 Nelson St, St. Peter, MN

SUBMIT BID BY EMAIL TO:

karen.allen@habitatscmn.org

SUBMIT BID BY MAIL OR DROP OFF TO:

HABITAT FOR HUMANITY SCMN
1730 BASSETT DR
MANKATO, MN 56001

BID ID NO.

2112-8.9.2023

BID OPEN DATE

07/26/2023

BID CLOSE DATE & TIME

8/9/2023 5:00pm

A secure drop-box is available located in our parking lot, near the office entrance or bring into the administration offices to the right of the ReStore entrance or hand deliver inside.

To whom it may concern:

Habitat for Humanity SCMN will be accepting bid proposals for the Habitat build posted above.

Bids received after the bid closing date and time listed above will not be accepted.

If you are interested in submitting a bid, please complete and submit the "Bid Division" section(s) that matches your trade and the "Bid Proposal Forms" at the end of this packet. Bids can be submitted via email or by mail or hand delivered to the address' above.

Along with bid documents, please include a W-9, Certificate of Insurance (COI), and a current copy of your trade license, if applicable. Please make sure to legibly fill out all your contact information, sign, and date. *All hand delivered bids are to be sealed and marked with the Bid ID number (above) and your company name on it.*

All bids received by the abovementioned deadline shall be reviewed by the Executive Director, Construction Manager and at least one BOD member along with one administrative personnel in a closed meeting the following workday after the deadline date.

Habitat for Humanity SCMN has the right to reject any and all bids at their discretion. If you have any questions or concerns, please contact Chad Schley, Construction Manager, for any clarification, prior to bidding.

If selected, you will receive a Bid Award Notice by email and letter. The Construction Manager, Chad Schley, will be contacting you to communicate your part of the timeline.

Thank you for your time and consideration of this Invitation to Bid.

Sincerely,



Chad Schley

INSTRUCTION TO BIDDERS

1. BIDS:

This is a construction management project. There is no general contractor. All contractors on this project will be considered prime contractors. Habitat for Humanity SCMN, **known as the owner**, will award separate contracts for all bid divisions involved in the project. The project shall be administered by the Habitat for Humanity SCNB Construction Manager. Bids will be received by the construction manager at the time and place designated in the Invitation to Bid on page 3.

2. PRE-BID MEETING:

Pre-bid meetings with the interested bidders will be held after documents have been sent out and before the bid deadline date as indicated in the Invitation to Bid on page 3. The purpose of the meeting is to familiarize bidders with the project. The construction manager shall be in attendance.

3. DOCUMENTS FOR BIDDING:

Complete sets of bidding documents may be examined or obtained on-line at habitatscmn.org – Upcoming Events. Bidding documents may also be picked up by calling ahead to the Habitat for Humanity SCMN administration office: (507)388-2081 located at 1730 Bassett Dr. Mankato, MN 56001.

In preparing Bids: Neither the owner nor construction manager assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents.

Bid division descriptions – For clarification purposes the scope of the work involved in each bid division is defined in four categories: “EXCLUDED”, “INCLUDED”, “ALSO INCLUDED” and, “SCOPE OF WORK”.

Information provided under the heading “EXCLUDED” is for the purpose of noting a point of beginning and/or to eliminate fringe involvements that might inadvertently include in the scope of work. Information under this heading is not always required to define a bid division.

“INCLUDED” items are obvious and/or *conventional* work scope of the bid division.

Information under “ALSO INCLUDED” points out the *unconventional* and/or the less obvious items of work included in the bid divisions, as well as the fringe involvements that could, inadvertently be missed in evaluating the scope of work. Information under this heading is not always required to define a bid division.

4. QUALIFICATION OF BIDDERS:

The owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the owner that such bidder is properly qualified to carry out the obligations of the agreement to complete the work contemplated therein.

5. EXAMINATION OF BIDDING DOCUMENTS AND SITE:

Before submitting a bid, each bidder must (a) examine the bidding documents thoroughly, (b) visit

the site to familiarize themselves with local conditions that may in in manor effect cost, progress, or performance of the work, (c) familiarize themselves with Federal, State, and local laws, ordinances, rules, and regulations that may in any manner effect cost, progress, or performance of the work; and (d) study and carefully correlate bidder’s observation with the bidding documents.

6. INTERPRETATION:

If any person contemplating submitting a bid is in doubt as to the true meaning of any part of the drawings, specifications or other bidding documents or finds discrepancies in, or omissions from the drawings or specifications, a written or e-mail request for an interpretation, clarification or correction thereof may be submitted to the construction manager. Any inquiry received at least (7) working days prior to the date fixed for opening of the bids will be given consideration. The person submitting the request will be responsible for its prompt delivery. Any interpretation, clarification or correction of the documents will be made only by addendum issued by the construction manager. A copy of the addendum will be available on-line at habitatscmn.org – Upcoming Events, and at the office of the construction manager.

7. APPROVAL OF SUBSTITUTIONS:

Requests for approval of substitutions must be made in writing or via e-mail to the construction manager and must be received seven (7) working days prior to the set deadline for receipt of the bids. The construction manager will issue a written addendum list of the products approved not later than three (3) working days prior to the bid date. A copy of the addendum will be available on-line at habitatscmn.org – Upcoming Events, and at the office of the construction manager. The contractor shall not furnish any substitute material, product, or equipment not so approved. If rejection of any such unapproved substitution causes a change in the supplier proposed, or removal of work in place, there shall be no increase in the contract sum allowed due to any increase in cost occasioned by such change or removal. Items receiving prior approval will be subject for fit and clearances of substituted items and for making any modification in his work or the work of other contractors necessitated by the using any substitution, without cost to the owner or other affected contractors.

8. ADDENDA:

Any addenda issued during the time of bidding or forming bidding documents loaned to the bidder for the preparation of this bid shall become part of the contract. Addenda will not be issued later than three (3) working days prior to the date set for receipt of bids. Receipt of each addendum shall be acknowledged on the bid form.

9. TAXES, PERMITS AND FEES:

Tax Exempt Status: HFHSCMN is a non-profit corporation and carries a tax-exempt status. As such they have been granted a Certificate of Exemption. The certificate will be issued to contract holders and **sales tax is not to be included in the proposal amount. The Minnesota Tax Number is 3460623.**

All building permits, blueprint review fees and State surcharges will be paid by the owner.

Fees for special local, State or Federal inspections relating to mechanical, electrical, conveying systems and similar installations shall be paid for by the contractor or sub-contractor to which the inspections apply.

10. BID FORMS

Each Division Bid shall be made on the appropriate Bid Division Pricing form. The bidder must also complete the Bid Proposal Form on page 34.

There is no limit to the number of bid divisions any one contractor can bid on. The bidders shall provide a separate bid for each bid division they are bidding for. No other method for combining the work of more than one bid division will be accepted.

All blank spaces for bid prices must be filled in, in ink or type written and bid form must be fully complete and executed when submitted (pencil bids or unreadable bids shall be cause for rejection). The bidder to note "N/A" in those blanks not applicable to their particular proposal. Only one copy of the bid is required. The award of all bid divisions will be based on the dollar value of the proposal, the qualifications of the contractor and the ability to perform.

11. IN KIND DONATIONS:

Habitat for Humanity South Central MN hopes you will consider making an in-kind tax-deductible donation as part of your bid. By making an in-kind donation of materials and/or labor, you make it possible for us to serve more families in the future. Habitat provides a "hand-up" not a hand-out to families in need of safe, decent, and affordable housing. Our homeowners work to build their home, and the homes of others and purchase their home with an affordable mortgage. These home payments help to build still more homes for other families in need. Your contribution is greatly appreciated but is not required. We invite you to visit habitatscmn.org for more information about our mission and how your work can change lives here in Southern Minnesota: or call (507) 388-2081 and we can answer any questions you may have.

12. BID MODIFICATIONS:

A Bid Form shall not contain any modifications to the work to be done. Alternate bids will not be considered unless specified on the bid. A conditional bid or qualified bid will not be accepted.

13. ALTERNATES:

The bidder shall quote all alternates as described if noted in the bidding documents. The owner reserves the right to reject any other alternatives. Any alternate materials, equipment or method used should be noted on the Pricing Form for the Bid Division you are bidding on.

14. BID SIGNING:

Each applicable bid division form and the proposal form shall be signed by the bidding contractor.

15. BID SUBMITTAL:

Each bid shall be submitted in one of three (3) ways:

- 1) **Email:** Email bid documents to karen.allen@habitatscmn.org (Administrative Coordinator) before the time and date indicated on page 3. The subject line should include the Bid ID number and your company name.
- 2) **Hand delivery:** In a sealed envelope before the time and date indicated on page 3 to the Habitat for Humanity SCMN administration office located at 1730 Bassett Drive, Mankato,

MN. 56001. On the outside of the envelope write the Bid ID number, the name of your company, and “Attn: Construction Manager”.

- 3) **Drop box:** A secure drop-box is located in the parking lot, near the administrative entrance (Habitat for Humanity SCMN administration office located at 1730 Bassett Drive, Mankato, MN. 56001) in a sealed envelope before the time and date indicated on page 3. On the outside of the envelope write the Bid ID number, the name of your company, and “Attn: Construction Manager”.

Note: IT IS THE SOLE RESPONSIBILITY OF THE BIDDER TO SEE THAT THEIR BID IS RECEIVED BY THE TIME AND DATE OF THE DEADLINE INDICATED ON PAGE 3, “INVITATION TO BID”.

16. BID WITHDRAWAL:

Any bidder may withdraw their bid after it has been deposited with the owner prior to the deadline time and date. Bid withdrawals may be emailed to karen.allen@habitatscmn.org or may be in written form delivered to the Habitat for Humanity SCMN administration offices at 1730 Bassett Dr. Mankato, MN.

17. BID OPENING:

Bids will be opened privately by HFHSCMN.

18. BIDS TO REMAIN OPEN:

All bids shall remain open for the number of days designated in the advertisement for bids and as indicated in the “Invitation to Bid” on page three (3) but the owner may, in sole discretion, release any bid prior to the time and date.

19. BID EVALUATION:

The owner reserves the right to waive any informalities, minor defects, or irregularity and to accept or reject any or all bids. **The owner reserves the right to award the contract in any building division between two bidders, one per home.** In evaluating bids, the owner shall consider the qualification of the bidders: whether bids comply with the prescribed requirements; and alternates, if requested in the bid forms. The owner may conduct such investigations as deemed necessary to assist in the evaluation of any bid and to establish the responsibility, qualification and final ability to the bidder, proposed subcontractors and other persons and organizations to do the work. The bidder acknowledges the right of the owner to accept any combination of bid divisions the owner desires. The bidder represents that they will accept the award, regardless of who the other bid division contractors may be. If a contract is to be awarded, it will be awarded to the bidder whose evaluation by the owner indicates that the award is in the best interest of the owner. Should there be any reason why a contractor cannot be awarded within the specified time for bids to remain open, the time may be extended by mutual agreement between the owner and the bidder.

20. NOTICE OF AWARD:

If a bid is accepted by the owner, *the bidder’s proposal bid form will be signed by the owner and will constitute as the contract.*

A copy of the contract will be forwarded to the bidder. The bidder shall be required to execute the contract and provide all the project insurance coverage and necessary forms prior to commencement of work. In case of failure of the bidder to execute the contract or provide necessary project insurance coverage and necessary forms, the owner may consider the bidder in default; in which case the accompanying proposal shall become property of the owner and the contract shall be null and void.

21. FORM OF AGREEMENT:

The contract will be executed on the Bid Proposal Form found on page 34.

22. PROJECT INSURANCE:

The contractor shall be insured appropriately and maintain said insurance for the duration of this project in accordance with the General Conditions, page 32 of this packet. The contractor shall file an acceptable certificate of insurance (COI) and the insurance policy with the owner prior to commencement of work under the contract.

23. NOTICE TO PROCEED:

The notice to Proceed shall be issued within ten (10) days of execution of the agreement by the owner. Should there be reasons why the Notice to Proceed cannot be issued within such a period, the time may be extended by mutual agreement between the owner and the contractor.

Note: PROSPECTIVE BIDDERS ARE WELCOME TO MAKE AN APPOINTMENT TO PREVIEW PLANS AND SPECS AT HFHSCMN OFFICE IN MANKATO. Printing costs for the plans and specs are the sole responsibility of the bidder.

BID DIVISION INDEX

HFHSCMN Mankato, Mn - for 2112 Nelson St. St Peter, MN

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BID DIVISION: HFH – 001, BUILDING MATERIALS

EXCLUDED:

1. Concrete.
2. Soils and seeding.
3. Overhead doors.
4. Cabinets & counters.
5. Closet shelving.

INCLUDED:

Provide take-offs and pricing for all materials for framing exterior/interior, truss package and roofing materials along with specified materials in Scope of Work of this bid division to complete the building materials portion of the house.

ALSO INCLUDED:

- 1) Coordination with HFHSCMN for delivery and lay down area of material.
- 2) Nails, screws, and fasteners.
- 3) Roof materials need to be GAF:
 - GAF Weather Watch leak barrier.
 - GAF Tiger Pay underlayment.
 - GAF Pro-Start eave/rake starter strip shingles.
 - GAF Timberline HD, non-premium color, yet to be determined.
 - GAF Cobra Snow country ridge vent.
 - GAF Seal-a-Ridge, non-premium color, yet to be determined.

SCOPE OF WORK:

Specify quantities, sizes, and descriptions of products needed to include:

1. MAIN LEVEL AND BASEMENT INTERIOR & EXTERIOR WALLS
 - A. Including wall sheathing.
 - B. Plate material.
 - C. Studs.
 - D. House wrap.
2. ROOF TRUSS PACKAGE
 - A. Including roof sheathing.
 - B. Roof trusses.
3. BASEMENT MATERIALS
 - A. Including sill plates, bearing walls and window bucks.
4. FLOOR JOIST SYSTEM PACKAGE
 - A. Durastrand plywood.
 - B. Subfloor adhesive.
 - C. Floor truss system.

5. STAIRS

- A. Stringer material.
- B. Risers.
- C. Particleboard treads.

6. ROOFING MATERIALS

- A. Roof materials need to be GAF:
 - a. GAF Weather Watch leak barrier.
 - b. GAF Tiger Pay underlayment.
 - c. GAF Pro-Start eave/rake starter strip shingles.
 - d. GAF Timberline HD, non-premium color, yet to be determined.
 - e. GAF Cobra Snow country ridge vent.
 - f. GAF Seal-a-Ridge, non-premium color, yet to be determined.
- B. Arc. Style Shingles.
- C. Acc. Shingles.
- D. Starter Shingles.
- E. Weather guard.
- F. Rolls 48" x 250' Roof Runner.
- G. White Steel Dredge.
- H. Omni Vent, Ridge Vent.

7. SOFFIT & SIDING

- A. PCS. "F" Trim, White.
- B. PCS. 6" Steel Fascia, White.
- C. PCS. Center vent Soffit, White.
- D. Sq. D Mainstreet Siding (non-premium color yet to be determined).
- E. Steel Starter.
- F. PCS. ¾" "J" Channel.
- G. PCS. Under-Sill Trim.
- H. Lite Mount Blocks.
- I. Outlet Mount Blocks.

WINDOW & EXTERIOR DOORS

As Per Plan:

1. Front door W/Glass, drilled for deadbolt.
2. Garage door 20min, fire, drilled for deadbolt.
3. Service door, no deadbolt hole.
4. Windows as per plan.

WALL INSULATION & POLY

1. R-21 5 ½ x 23 x 93" Unfaced fiberglass Insulation.
2. Cardboard Versa-vent Chute.
3. 8' 4" x 100' 4mill Clear Poly.
4. 16' x 100' 4mill Clear Poly.
5. 28oz Sound & Acoustical Sealant.

Trim package to include:

1. Doors, windows & door-casings.
 - a. Wood-toned or white, do be determined.

Baseboard Include:

1. Skirt board, stair rail and hardware.
 - a. Wood-toned or white, do be determined.

This project is managed by HFHSCMN. All contractors on this project are considered prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER, MN:

Our lump sum base bid for the Bid Division HFH – 001: Building Materials is:

_____ Dollars (\$_____)

***Note:** Attach cost breakdown of materials on a separate sheet and submit with bid documents.

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 001, BUILDING MATERIALS

BID DIVISION: HFH – 002, SITEWORK (EXCAVATION)

EXCLUDED:

1. Cost of initial material testing (by owner)

INCLUDED:

Provide all labor, materials, equipment, and site supervision to complete the site work, excavation, backfilling and final grade as shown and specified, including but not limited to the following technical specification in "Scope of Work".

ALSO INCLUDED:

1. Verify existing site conditions.
2. Gravel, rock & sand as required and final grading under slabs, sidewalks, and aprons.
3. Backfilling and compaction (including basement excavation and utility installation).
4. Erosion control and gravel for construction entrance, sweeping of the street as needed and/or required.
5. Asphalt patching where required.
6. Locate all existing utilities.
7. All site demolition.
8. Plumbing related utilities to builder perimeter.
9. All necessary permits and inspections.
10. Coordination with other trades.

SCOPE OF WORK:

Work under this Section shall include, but is not limited to:

1. Coordinate water and sewer pipe placement with plumbing contractor.
2. Site clearing, topsoil stripping, stockpiling of topsoil on the site, excavation, installation of fill and backfill, the redistribution of topsoil and other satisfactory soils for filling and finish grading as required and, the compaction of soils to accommodate work to be performed by others in connection with this project.
3. Homes with an attached garage will be constructed on a footing/foundation with a footprint as per blueprint. Coordinate excavation to accommodate concrete and related work to be provided by others.
4. Excavation shall be provided as required for placement of water lines from City stub to enter house.
5. The contractor shall include all materials and labor as required to make a sewer connection.
6. The contractor shall furnish and install all erosion control materials and perform needed erosion control measures as required by rule and best practices.

7. Earthwork shall include the cost of removing excess soil and waste material including unsatisfactory soil, trash, debris and foliage and legally disposing of it off the owner's property.
8. The contractor shall furnish and install at least 6" deep of base material on driveway, including parking area for vehicles, and turnarounds if needed as well as base material for sidewalks.
9. The contractor shall supply a 6" deep layer of class 5 under-slab drainage, allowing for 2" of foam insulation.
10. Note the requirement for 4" drainage layer under all footings.

This project is managed by HFHSCMN. All contractors on this project are considered prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 002 is:

_____ Dollars (\$_____)

Name of bidding contractor: _____

If awarded contract, earliest date to begin excavation: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 002, SITEWORK (EXCAVATION)

BID DIVISION: HFH – 003, CONCRETE

EXCLUDED:

1. Dumpster.
2. Class V gravel and/or sand cushion.
3. Rough grading.
4. Right Of Way permit.
5. Concrete (HFHSCMN will be billed direct)

INCLUDED:

Provide all labor, materials, equipment, and site supervision to complete the concrete footings, slabs, stoop, sidewalks and as shown and specified, including but not limited to the following specifications in "SCOPE OF WORK".

ALSO INCLUDED:

1. Calculate quantities of concrete materials and mixes per specifications, communicate and coordinate orders and dates to supplier and construction manager.
2. Furnish and install vapor barrier under entire house slab. The contractor will be responsible for installing all insulating foam required for slab and foundation. HFHSCMN shall furnish all foam insulation material required for this work.
3. Forming and construction of footing and slabs as per home and garage blueprint.
4. Frost footings and block walls in garage.
5. Form and pour front steps down to the sidewalk.
6. All concrete reinforcement as required by code.
7. Minor final grade work required prior to slab/footing pours.
8. Placement of all required sleeves and/or block outs in CIP concrete.
9. Footing and half-high block for basement bearing wall.
10. Curb cut and replacement apron from end of driveway to the street if applicable.
11. Protection of existing conditions.
12. Protection of other trade work.

SCOPE OF WORK:

REQUIREMENTS

1. Comply with ASTM C 94; ACI 301, "Specifications for Structural Concrete for Buildings"; ACI 318, "Building Code Requirements for Structural Concrete", and CRSI's "Manual of Standard Practice". (Switched from bottom of this list to the top)
2. This section includes installation of cast-in-place concrete, including reinforcement, concrete materials, concrete materials and mixes, placement procedures and finishes. This work includes construction of footings and foundations as detailed, slab on grade to receive

housing construction, vapor retarders, exterior concrete pavement, and cast in place anchors as required by code.

3. Drainage courses for slabs-on-grade and sub-base earthwork for walks and pavements shall be provided by others. Coordinate the work of this section with earthwork and plumbing contractors.
4. Installation of under slab vapor barrier and placement of rigid insulation (rigid insulation to be supplied by HFHSCMN) required footing/foundation wall construction to include final pad prep following installation of plumbing and other disturbances of compacted pad material.
5. Proper grading of floor in the utility room to accommodate floor drain.
6. Install grounding rebar in utility room to permit electrician to make grounding connection to rebar in slab.

PRODUCTS

1. MATERIALS:
 - a. Deformed Reinforcing Bars: ASTM A 615, Grade 60 (ASTM A 615M, Grade 420).
 - b. Portland Cement: ASTM C 150, Type 1.
 - c. Fly Ash: ASTM C 618, Type F (Optional).
 - d. Aggregates: ASTM C 33, Class 4S.
 - e. Air-Entraining Admixture: ASTM C 260.
 - f. Vapor Retarder: Polyethylene sheet, ASTM D 4397, not less than 10 mils thick.
2. MIXES - Proportion normal-weight concrete mixes to provide the following properties:
 - a. Compressive strength: 4000 psi at 28 days.
 - b. Slump limit: 4 inches at point of placement.
 - c. Water-cement ratio: 0.55 maximum at point of placement.
 - d. Cementitious materials: limit percentage, by weight, of cementitious materials other than Portland cement in concrete as follows:
 - Fly ash: 30 percent (optional).
 - e. Total air content: (Use air-entraining admixture in exterior exposed concrete, unless otherwise indicated) 6.5% +/- 1% for exterior exposed concrete: 2% other concrete.
 - f. No calcium chloride shall be used in the mix.

CONCRETING

1. Construct form work and maintain tolerances and surface irregularities within ACI 117 limits of Class A for concrete exposed to view and Class C for other concrete surfaces.
2. Place vapor retarder on prepared drainage course done by others, with joints lapped 6 inches and sealed.
3. Accurate position, support and secure slab rebar reinforcement, which shall be #3 on 16" centers or #4 on 24" centers. Reinforcement in thickened edges as noted on prints.
4. Install construction, isolation, and control joints.
5. Place concrete in a continuous operation and consolidate using mechanical vibrating equipment.

6. Protect concrete from physical damage or reduce strength due to weather extremes during mixing, placing, and curing.
7. Formed Surface Finish: Smooth-formed finish for concrete exposed to view; Rough-formed finish elsewhere.
8. Slab Finishes:
 - a. Dense steel troweled finish for floor surfaces and floors to receive floor coverings, paint, or other thin film-finish.
 - b. Non-slip broom-finish to exterior concrete platforms, steps, and ramps.
9. Cure formed surfaces by moist curing or curing/sealing compound.
10. Begin curing unformed concrete after finishing.
11. The owner may engage a testing agency to perform tests and to submit test reports.
12. Protect concrete from damage. Repair surface defects in concrete.

This project is managed by HFHSCMN. All contractors on this project are considered to be prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 003 is:

_____ Dollars (\$_____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 003, CONCRETE

HFHSCMN, Mankato, MN

BID DIVISION DESCRIPTION AND PRICING FORM FOR 2112 Nelson St. St Peter, MN

BID DIVISION: HFH – 004, ROOFING

EXCLUDED:

- 1. Dumpster.
- 2. Roofing materials.

INCLUDED:

Provide all labor, equipment and site supervision to complete the roofing of house and garage as shown and specified on blueprints and plans, including but not limited to the following specifications in "SCOPE OF WORK".

ALSO INCLUDED:

- 1. All work done on-site is expected to be compliant with OSHA safety standards including all required fall protection.
- 2. All work to include a two year warranty on workmanship.
- 3. Final clean-up.

SCOPE OF WORK:

- 1. The work of this contract includes furnishing all hardware and equipment needed, and installation of roofing system for entire house, porch and garage.
- 2. Unloading shingles to the roof at time of delivery. Coordinate with construction manager.

This project is managed by HFHSCMN. All contractors on this project are considered prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 004 is:

_____ Dollars (\$_____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 004, ROOFING

BID DIVISION: HFH – 005, GUTTERS & DOWNSPOUTS

EXCLUDED:

- 1. Dumpster.

INCLUDED:

Provide all material, labor, equipment and site supervision to complete the installation of gutters and downspouts to house and garage as shown and specified on blueprints and plans, including but not limited to the following specifications in "SCOPE OF WORK".

ALSO INCLUDED:

- 1. Work of this contract includes furnishing all materials and hardware needed, delivery and installation of gutter and downspout system for horizontal roof lines for entire house and garage.
- 2. Submit specifications along with Form of Proposal.
- 3. All work to include a one year warranty on workmanship and manufacturing warranty per material.
- 4. Final clean-up.

SCOPE OF WORK:

- 1. Gutter locations are to be on all horizontal rooflines on house, porch, and garage.
- 2. Hinged downspouts are to be 3" x 4" and should extend away from the house by at least 3'.

This project is managed by HFHSCMN. All contractors on this project are considered prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 005 is:

_____ Dollars (\$ _____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 005, GUTTERS & DOWNSPOUTS

BID DIVISION: HFH – 006, OVERHEAD DOOR

EXCLUDED:

- 1. Dumpster.
- 2. Open framing and preparation.
- 3. Backing.
- 4. Flashing of door jambs.

INCLUDED:

Provide all labor, materials, equipment, and site supervision to complete the sectional overhead door as shown and specified, including but not limited to the following technical specifications in "SCOPE OF WORK".

ALSO INCLUDED:

- 1. All weather stripping.
- 2. Final clean-up of doors and tracks.
- 3. All layout verification.
- 4. Coordination with other trades.

SCOPE OF WORK:

- 1. The work of this contract includes furnishing, delivery, and installation of one overhead garage door.
- 2. Steel, uninsulated, 16' x 7', white, raised panel.
- 3. Torsion Spring.
- 4. Installed with white weather stripping.
- 5. All materials and hardware needed to complete the installation.
- 6. Garage door opener supply and installation.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 005 is:

_____ Dollars (\$ _____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 006, OVERHEAD DOOR

BID DIVISION: HFH – 007, HVAC - MECHANICAL

EXCLUDED:

1. Dumpster.
2. Electrical and controls wiring for ventilation system.
3. Duct blaster testing (provided by HFHSCMN).
4. Nest provided by HFHSCMN while supply lasts.
5. Permits

INCLUDED:

Provide all labor, materials, equipment, and site supervision to complete the heating, cooling and ventilation installation as shown and specified, including but not limited to the following technical specifications in "SCOPE OF WORK".

ALSO INCLUDED:

1. Required inspections, and certifications.
2. Functions systems upon the completion of construction.
3. Compliance with all applicable building codes.
4. All penetrations or core drilling required.
5. Layout of all work.
6. All labor and equipment to unload material.
7. Cutting and patching required for all HVAC openings.
8. Verify existing site conditions.
9. Coordination with other trades.

SCOPE OF WORK:

1. Furnish and install complete HVAC system sized adequately to heat and cool with natural gas fired, forced air furnace.
 - A. Air conditioning condenser and pad.
 - B. Line set.
 - C. Complete ductwork system.
 - D. HRV unit, ducting and controls.
 - E. Exhaust ducting for bathroom fans.
 - F. Exhaust ducting for above range, microwave.
 - G. Exhaust ducting for clothes dryer.
2. HVAC contractor to set thermostat and HRV control and leave at least 2 spare furnace filters.

This project is managed by HFHSCMN. All contractors on this project are considered prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 007 is:

_____ Dollars (\$_____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 007, HVAC - MECHANICAL

BID DIVISION: HFH – 008, PLUMBING

EXCLUDED:

1. Dumpster.
2. City plumbing permit.
3. Vanity top(s) provided by HFHSCMN.
4. Owner provided fixtures (See “SCOPE OF WORK”).

INCLUDED:

Provide all labor, materials, equipment, and site supervision to complete the plumbing installations as shown and specified, including but not limited to the technical specifications in “SCOPE OF WORK”.

ALSO INCLUDED:

1. Layout of all work.
2. Verify existing site conditions.
3. Functioning systems upon the completion of construction.
4. Passive radon system for sump basket system (provided by HFHSCMN)
5. Final connections to the owner provided equipment and fixtures.
6. Compliance with all applicable building codes.
7. All penetrations or core drilling as required.
8. Cutting and patching as required for all plumbing openings.
9. Flash and make weathertight any roof or wall penetrations.
10. All required inspections, and certifications.
11. Coordination with other trades.
12. Final clean up.

SCOPE OF WORK:

1. Coordinate water and sewer pipe placement with excavation/earthwork contractor.
2. Furnish and install a complete residential system, all in accordance with State and local codes and as otherwise indicated. This work shall include PVC drainage lines and vents and PEX water lines and hookups for all the fixtures and appliances, as required.
3. Furnish and install fixtures, trim, hookups, and drains include but not limited to the following:

BATHROOM(S):

- A. Tub/shower bay(s).
- B. Tub and shower faucet(s), tub spout(s) and low flow shower head(s).
- C. Lavatory faucet(s) with low flow aerator(s).
- D. Toilet(s) and toilet seat(s).

KITCHEN:

- A. Kitchen sink.
- B. Kitchen faucet with low flow aerator(s) and drain basket.
- C. Dishwasher hookup.
- D. Waterline and shut-off to refrigerator.

UTILITY ROOM

- A. 50Gallon, gas water heater and floor-drain near water heater.
- B. Gas piping for furnace, stove, clothes dryer and water heater.
- C. Sump basket system and sump pump.

LAUNDRY ROOM

- A. Recessed box for washer hookup with hot and cold boiler valves and waste line.
- B. Drain pan for washer overflow if plans specify main floor laundry.
- C. Free standing utility sink, faucet and drain line.

MISCELLANEOUS:

- A. Two ¾” exterior, frost-free sill cocks, confirm locations with construction manager.
 - a. Resourced from non-domestic water meter.
 - b. Confirm with construction manager how to accomplish installations if house is slab on grade.
- B. Installation of 3” PVC passive radon mitigation system from sump pit through roof, insulating PVC in the attic.
- C. Water lines must be PEX red-hot/blue-cold tubing with poly alloy non-metallic fittings.

This project is managed by HFHSCMN. All contractors on this project are considered to be prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 008 is:

_____ Dollars (\$_____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 008, PLUMBING

BID DIVISION: HFH – 009, ELECTRICAL

EXCLUDED:

1. Dumpster.
2. Panel and circuit breakers.

INCLUDED:

1. Provide all labor, materials, equipment, and site supervision to complete the electrical work as shown and specified, including but not limited to the following technical specification in "SCOPE OF WORK".

ALSO INCLUDED:

1. Temporary power.
2. State electrical permits and inspections.
3. Functioning systems upon the completion of construction.
4. Final connections to owner provided fixtures and equipment.
5. Provide and install disconnect.
6. Layout of all work.
7. Furnace and ventilation system controls wiring.
8. Compliance with all applicable electrical codes.
9. Complete panel labeling.
10. Provide door chimes, smoke detectors, and carbon monoxide detectors.
11. Wiring for overhead door opener & control by door into the house.
12. Cutting and patching as required for all electrical openings.
13. Verify existing site conditions.
14. Coordinate with other trades.

SCOPE OF WORK:

1. Furnish and install a complete electrical service to include, but not restricted to all electrical wiring and associated materials, fixtures, rocker switches, outlets, controls, and devices needed to meet all applicable codes and inspection requirements and in accordance with code requirements, applicable notations on drawings and other requirements noted as follows:
 - A. Supply a temporary electrical service as needed during construction.
 - B. Assume a trenching allowance of 100' for service cable.
2. Exceptions to "(all) materials, fixtures":
 - A. HFHSCMN will furnish 200-amp, 28 space entrance panel with main breaker, circuit breakers for the 28 spaces in the box.
 - B. HFHSCMN will provide all interior and exterior lighting fixtures to be installed.
 - a) Verify light fixture counts and locations with HFHSCMN.
 - b) Rough ins for ceiling fans in living room and all bedrooms.
 - c) All light switches shall be rocker switches.

3. Work of this project shall include, but is not restricted to:
 - A. Providing material and labor for wiring the following equipment:
 - a) Range.
 - b) Microwave/exhaust fan over range.
 - c) Dishwasher.
 - d) Garbage disposal.
 - e) Clothes dryer.
 - f) Washing machine.
 - g) Bathroom exhaust fan in all finished bathrooms.
 - h) Water heater.
 - B. Providing materials and labor for also wiring the following:
 - a) 1 Outlet to be included in attic for future radon mitigation.
 - b) Low voltage wiring for ventilation system.
 - c) Low voltage wiring for garage door opener.
 - d) Door chimes. "Ring" doorbell provided by HFHSCMN while supply lasts.
 - e) Smoke and carbon monoxide detectors as required by code.
 - f) 4 interior bulb holders for garage lighting.
 - g) Additional outlet at top and bottom of the staircase (if applicable).
 - h) At least 3 exterior receptacles: one at rear of home, one near garage service door and one between overhead garage doors (if applicable). Exact placement to be coordinated with construction manager.

This project is managed by HFHSCMN. All contractors on this project are considered prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 009 is:

_____ Dollars (\$_____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 009, ELECTRICAL

HFHSCMN, Mankato, MN

BID DIVISION DESCRIPTION AND PRICING FORM FOR 2112 Nelson St. St Peter, MN

BID DIVISION: HFH – 010, Insulation – Spray Foam

EXCLUDED:

- 1. Dumpster.
- 2. Wall insulation.
- 3. Ventilation chutes.
- 4. Wall and ceiling poly.

INCLUDED:

- 1. Provide all labor, materials, equipment, and site supervision to complete the insulation as shown and specified, including but not limited to the following technical specification in "SCOPE OF WORK".

ALSO INCLUDED:

- 1. R-50 Blown fiberglass insulation in the attic of square footage specified in plans.
- 2. Spray foam rim.

This project is managed by HFHSCMN. All contractors on this project are considered prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

SCOPE OF WORK:

- 1. Furnish and install blown fiberglass insulation into entire attic to an **R** value of not less than 50.

This project is managed by HFHSCMN. All contractors on this project are considered to be prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 010 is:

_____ Dollars (\$ _____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 010, SPRAY FOAM

BID DIVISION: HFH – 011, DRYWALL SUPPLY & INSTALL

EXCLUDED:

- 1. Dumpster.
- 2. All included in Bid Division HFH – 012 Drywall Finishing

INCLUDED:

- 1. Provide all labor, materials, equipment, and site supervision to complete the installation of drywall as shown and specified, including but not limited to the following technical specification in "SCOPE OF WORK".

SCOPE OF WORK:

Work of this contract includes, but is not limited to, the furnishing of all labor, materials and site supervision as required to complete the hanging of drywall as follows:

- 1. Furnish and install 4' x 12' x 5/8" Fire code drywall for mechanical room and garage wall that is shared with the home (remainder of garage is not drywalled).
- 2. Furnish and install 4' x 12' x 1/2" High strength drywall for all remaining walls and ceilings including rooms shown as "unfinished" on house plans and blueprints.
- 3. Cut-out openings for all electrical and plumbing rough ins and HVAC openings.

This project is managed by HFHSCMN. All contractors on this project are considered to be prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 011 is:

_____ Dollars (\$_____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 011, DRYWALL SUPPLY & INSTALL

BID DIVISION: HFH – 012, DRYWALL FINISHING

EXCLUDED:

1. Dumpster.
2. All included in Bid Division HFH – 011 Drywall Supply & Install.

INCLUDED:

1. Provide all labor, materials, equipment, and site supervision to complete the finishing of drywall as shown and specified, including but not limited to the following technical specification in “SCOPE OF WORK”.

ALSO INCLUDED:

1. Taping of all drywall joints.
2. Corner bead installation with fasteners no less than 4” apart.
3. Penetrations, fastener heads, surface defects and elsewhere as required to prepare drywall for priming and paint finishes.
4. Orange peel or knock down finish.
5. Coordinate work with other trades.
6. Final clean-up.

SCOPE OF WORK:

Work of this contract includes, but is not limited to, the furnishing of all labor, materials and site supervision as required to complete drywall finishing as follows:

1. Furnishing and installation of all materials and labor to tread drywall joints, interior angles, edge trim, corner beading, control joints, penetrations, fastener heads, surface defects and elsewhere as required to prepare drywall for priming and finishing.
2. Finish all drywall: walls and ceilings with exception of rooms shown as “unfinished” on house plans and blueprints.
3. Closet opening/jambs will not require corner bead or taping.

This project is managed by HFHSCMN. All contractors on this project are considered to be prime contractors. Coordination between trades and volunteers is to be considered part of this work scope.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

PRICING FORM FOR 2112 NELSON ST, ST PETER:

Our lump sum base bid for the work in Bid Division HFH – 012 is:

_____ Dollars (\$ _____)

Name of bidding contractor: _____

Signed by: _____ Date: _____

END OF BID DIVISION: HFH – 012, DRYWALL FINISHING

GENERAL CONDITIONS

1. All work shall be performed, and all deliveries made in coordination with other contractors, HFHSCMN site supervisors, construction manager and according to a final build schedule to be made available from HFHSCMN prior to start of construction.
2. HFHSCMN will obtain applicable City, township or county **building** permit(s). All other permits, fees and expenses incidental to items and work listed above are the responsibility of the bidder and shall be included under the contract amount.
3. All scrap, containers, excess materials, and miscellaneous debris resulting from work under this contract shall be removed from the premises or placed in the appropriate on-site dumpster to be furnished by HFHSCMN. Recyclable materials, i.e., cardboard, steel, aluminum and beverage containers shall not be placed in the construction dumpster.
4. All product instruction manuals and warranty information shall be retained and left at the home site for the future homeowner.
5. Individuals working as independent contractors must hold an independent contractor exemption certificate (ICEC) and must furnish evidence of same at time this proposal is submitted.
6. Prior to awarding contracts, selected contractor shall submit certificate of insurance (COI) for general liability and workers compensation (in the event a single employee/owner subcontractor does not carry worker compensation insurance an additional form is required). Listing Habitat for Humanity of South Central MN as certificate holder.
7. CA current W-9 form shall be included with form of proposal.
8. Tax exempt status: The HFHSCMN is a non-profit corporation and carries a tax-exempt status. As such they have been granted a certificate of exemption. The certificate will be issued to contract holders and sales tax is not to be included in the proposal amount. The Minnesota tax exempt number is **3460623**.
9. HFHSCMN requires lien waivers to be signed and sent back when payment for invoices is received by the contractor.
10. Invoices shall be paid in a timely manner.

Any questions concerning the requirements or work of this proposal may be directed to the construction manager by email, chad.schley@habitatscmn.org or by calling him direct at (507) 720-1216.

END OF GENERAL CONDITIONS

SPECIAL CONDITIONS SCHEDULE

1. PART ONE – GENERAL

A. SCOPE:

- a) Conditions of the Contract, and General Requirements, will govern work under this Section.
- b) The following Special Conditions modify, define, change, delete from, add to and take precedence over certain provisions of General Conditions of the Contract for Construction, and Supplementary General Conditions.

B. TIME OF COMPLETION:

- a) The contract shall be substantially completed in the timeframe determined by the construction manager.
- b) See the Milestone Schedule in PART TWO. Actual Schedule will be determined by the construction manager.

2. PART TWO – MILESTONE SCHEDULE

The below Milestone Schedule indicates completion dates for significant activities during the construction period. This schedule is supplemented by the Build Schedule which overviews all the activities inherent in the home construction. This information is subject to change as conditions require.

ACTIVITY DESCRIPTION	Start Date Goals
Bid submission deadline	8/9/2023 5:00pm
Pre-construction contractor's meeting	Upon request
Groundbreaking	Mid-Late August
Concrete - Footings	First week of September
CFI – Fox Blocks (High School Students)	September 6
Framing (High School Students)	
Roof/Shingles (High School Students)	
Sub-contractors (Plumber, electrician, Mechanical)	End of May 2024
Insulate	
Drywall	
Cabinets & counters	
Flooring	
Sub-contractors finish work	Late spring, summer 2024

END OF SPECIAL CONDITIONS SCHEDULE

BID PROPOSAL FORM

SUBMIT PROPOSAL TO:

Habitat for Humanity SCMN
1730 Bassett Drive
Mankato, MN 56001

FOR: Construction of Habitat for Humanity home at 2112 Nelson St. St Peter, MN

SUBMITTED BY: _____

FOR BID DIVISION(S): _____

CONTRACT DOCUMENTS:

We have carefully read and fully understand the Contract Documents, including the Instruction to Bidders, General Requirements, Proposal Section, Technical Specifications, and floor plans covering the work required in our proposal and the specifications.

ADDENDA:

We acknowledge the receipt of Addenda(s) _____, _____, and _____ Dated _____

CONSTRUCTION MANAGEMENT:

We understand the construction managers' function as described and referred to throughout the Contract Documents. We realize that each bid division contractor is in fact a PRIME CONTRACTOR and not a sub-contractor working through a General Contractor.

SCHEDULE:

We have reviewed the Milestone Schedule and hereby endorse the milestone dates with regard to work on the bid divisions we have bid on.

EXCEPTIONS AND/OR SUBSTITUTIONS:

We have submitted our proposal complete as specified and shown on the drawings without exceptions of substitutions.

FORM OF AGREEMENT for 2112 Nelson St. St Peter, MN

This proposal and attached Division Pricing Form, if accepted by HFHSCMN within thirty (30) days of the date designated as the Bid Deadline, will be the basis for a contract directly with the Owner. The undersigned hereby agrees to accept a contract for work covered by the proposal, under the terms and conditions of the contract of the contract documents.

We acknowledge the fact that the Owner has the right to accept or reject any or all proposals with or without cause or reason.

NAME OF BIDDER: _____

ADDRESS: _____

BY: _____ (signature)
_____ (print)

TITLE: _____ DATE: _____

PHONE: _____ EMAIL: _____

ENCLOSURES: _____

LICENSE # (if applicable) _____ EXP DATE: _____

HFHSCMN ACCEPTANCE OF PROPOSAL

Signature _____ Title: _____ Date: _____

Approved by: _____ Title: _____ Date: _____

HFHSCMN OFFICE USE ONLY - SUPPORTING DOCUMENTS		
Y / N	W-9	Dated:
Y / N	ICEC (if applicable)	Expires:
Y / N	Indend Cont	Expires:
Y / N	General Liability	Expires:
Y / N	Workman's Comp	Expires:
Y / N	Trade License (if applicable)	Expires:

END OF BID PROPOSAL FORM