

## **CARE Homes Renovation REQUEST FOR PROPOSALS**

### **Section 1 General**

To promote homeownership in Hamilton County the Port of Greater Cincinnati Development Authority purchased 194 single-family homes from an out-of-town institutional investor. These properties will need varying amounts of work to prepare them to be sold to future owner occupiers.

To accomplish this the Port is looking for proposals from qualified and registered general contractors to complete remodels of the properties listed in Section 2 according to the standards listed in Section 5 and property specific requests in Section 6.

### **Section 2 Locations**

3107 W Eighth St  
Cincinnati, OH 45205

Auditor's Link: <https://wedge.hcauditor.org/view/re/1780025006400/2016/summary?>

1443 Aster Pl  
Cincinnati, OH 45224

Auditor's Link: <https://wedge.hcauditor.org/view/re/2340004001700/2016/summary?>

3011 Costello Ave  
Cincinnati, OH 45211

Auditor's Link: <https://wedge.hcauditor.org/view/re/2070050005100/2016/summary?>

921 Woodlawn Ave  
Cincinnati, OH 45205

Auditor's Link: <https://wedge.hcauditor.org/view/re/1750018015000/2016/summary?>

### **Section 3 Pre-Bid Renovation Conference**

Site walk will be held the week of March 13<sup>th</sup> through March 16<sup>th</sup> at the properties listed in Section 2. A complete schedule is listed below. A representative from all interested General Contractors will be strongly encouraged to attend to assess the existing property conditions





and review the scope of work. If a representative cannot attend the scheduled walk-through, please email Andrew Fisher to coordinate different options.

|                                         |                                     |
|-----------------------------------------|-------------------------------------|
| 3107 W Eighth St, Cincinnati, OH 45205  | March 13 <sup>th</sup> , 2023 – 9AM |
| 1443 Aster Pl, Cincinnati, OH 45224     | March 14 <sup>th</sup> , 2023 – 9AM |
| 3011 Costello Ave, Cincinnati, OH 45211 | March 15 <sup>h</sup> , 2023 – 9AM  |
| 921 Woodlawn Ave, Cincinnati, OH 45205  | March 16 <sup>th</sup> , 2023 – 9AM |

**Section 4 Proposals Due**

**Due Date:** 04/03/2023

**Refer all inquiries and submissions to:**

Andrew Fisher  
afisher@cincinnatiport.com  
513.632.3723

The Port Authority of Greater Cincinnati  
3 East 4<sup>th</sup> Street Suite 300  
Cincinnati, Oh 45202

**Section 5 Scope of Services**

- I. Safety & Code Compliance
  - a. All applicable work practices in the OSHA Standard must be observed by the Contractor in completing the Scope of Services and any forthcoming, approved change orders; all applicable prohibitions in the OSHA Standards must be adhered to.
  - b. Contractor will be responsible for all necessary permits, plans, drawings, inspections, and related fees.
- II. General
  - a. All rotted wood on or in the home shall be removed and replaced.
  - b. All unlevel floors shall be leveled as possible.
  - c. Electrical systems shall be upgraded or repaired to meet code, at the discretion of the GC and the Port.
  - d. All HVAC equipment shall be serviced and repaired to meet code unless otherwise mentioned below.
    - i. All ductwork shall be secured to framing of the house. All register covers and louver vents will be secure to wall or flooring.
    - ii. A working thermostat will be located centrally in the house.





- e. Existing plumbing shall be replaced or repaired to meet code as needed.
- f. All interior doors shall be adjusted, repaired, or replaced to open and shut properly.
  - i. All door hardware should be operational. When determining if existing, but nonoperational, hardware should be repaired or replaced, the least expensive option should be chosen.
  - ii. All doors shall be repainted.
  - iii. All doors shall have a door stop.
- g. Existing utility hookups for washer and dryer units should be inspected and any repairs needed should be made.
- h. When possible, kitchen layouts should be preserved. New layouts can be offered in proposals that better use space or solve problems.
  - i. Any existing hookups for microwaves and dishwashers should be inspected and repairs made.
  - ii. Existing cabinets and countertops that are structurally sound, operational and can be cleaned should be preserved. Any needed new cabinets and countertops needed should be highlighted in the proposal.
- i. Install adequate lighting throughout the home per code.
- j. All steps and handrails shall be repaired or replaced per code and painted where applicable.
- k. All windows shall be in working order. Working conditions include smooth operation, functional lock, and existing screens free of holes or tears.
- l. All interior trim and/or woodwork shall be repaired or replaced as needed with a consistent profile to match or complement existing pieces.
- m. All drywall and plaster walls and ceilings shall be repaired or replaced throughout.
- n. All painted surfaces prepared, primed, and painted to ensure consistent coverage with no bleed through or flashing.
- o. Provide smoke & carbon monoxide detector per code.
- p. Where possible the entryway, kitchen, dining room and all bathrooms shall have LVT or comparable flooring.
- q. Where possible bedrooms and walkways shall have carpet or comparable flooring.

III. Basement

- a. Walls and floors shall be finished in a manner to reduce water infiltration as much as possible.
- b. Any major cracks shall be caulked.
- c. Any partition walls in the basement shall be demolished and debris removed unless otherwise noted.
- d. Any additional material from previous ownership shall be removed.

IV. Baths

- a. When possible, bathroom layouts should be preserved. New layouts can be offered in proposals that better use space or solve problems.





- b. Tubs, showers, and surrounds should be preserved and repaired except when restoration would be more expensive than replacing.
- c. Toilets should be preserved and repaired except when restoration would be more expensive than replacing.
- d. Vanities and mirrors should be preserved and repaired except when restoration would be more expensive than replacing.
- e. Provide bath specialties including robe hook, large towel bar, medium towel bar and toilet paper where necessary.
- f. All painted surfaces to be sanitized, prepared, primed, and painted to ensure consistent coverage with no bleed through or flashing.

V. Roofs

- a. Any active leaks should be sealed to prevent further damage to the house.
- b. Any visible damage to shingles, roofing materials, ridge vents and other penetrations to be repaired and properly sealed according to industry best practices.

VI. Exterior

- a. Garage door automatic opener shall be installed with the door moving freely on track.
  - i. Opener shall be delivered to The Port upon completion of the project.
  - ii. Low voltage wire may be run over drywall to secured switch.
- b. Fascia's, rakes, eaves, shutters, window frames, and all other exterior millwork to be repaired and painted to match existing color.
- c. Gutters and downspouts to be cleaned, cleared, and repaired.
- d. Front door to be repaired and painted with exterior paint.
- e. All debris, including construction debris, shall be removed from yard by completion of the project.
- f. Any overgrown vegetation cut back from the exterior of the house to ground level.
- g. Any negative grade sloped towards the house to be brought to the attention of the Port.
- h. Any exterior porch or decks must be secured, leveled.
- i. Handrail must be repaired or replaced to meet code.
- j. All exterior doors must have additional security locks.
  - i. All exterior locks must be operable only by key from outside.
  - ii. All exterior doors must be keyed alike with all sets returned to The Port upon completion.
- k. Any exterior satellites, outdated communication systems, or alarm systems to be removed.

**Section 6 Individual Property Specifications & Requests**

- I. 3107 W Eighth St
  - a. House to be emptied of left behind personal effects.
  - b. Include pricing on exterior package to repair porch, siding, and roof.





- II. 1443 Aster Pl
  - a. Stabilize the fence in rear yard. Clear landscaping beds of weeds.
  - b. Restore or replace siding and repaint the foundation to neutral colors.
  - c. Existing flooring on first floor can be protected and preserved except front room flooring.
  - d. Contractor may suggest keeping and restoring all or select cabinets in kitchen.
  - e. Add dividing wall to second floor bedroom located in the middle of the structure. New wall will serve to create hallway to front room and privacy for middle room. Add a closet space and new window on the eastern exterior wall.
  - f. Repair ceiling and add flooring to the attic space.
- III. 3011 Costello Ave
  - a. Contractors can elect to restore or eliminate front patio area.
  - b. Repave the front parking area and driveway to rear of house.
  - c. Replace all existing metal framed windows throughout house.
  - d. Address roof and second floor ceiling leaks.
  - e. Restore second floor knee walls and ceilings.
  - f. Restore the rear garage door.
  - g. Repair the front steps.
- IV. 921 Woodlawn Ave
  - a. Replace or repaint exterior siding and shutters.
  - b. Suggest alternative layouts for second floor bathroom. Remove standalone second floor shower and related plumbing stack.

**Section 7 Proposal Requirements**

- I. All proposals shall be organized in the following manner:
  - a. Contact Information.
    - i. Name, address, phone number of the firm as well as name, phone number and email address of the firm's representative.
  - b. Description of Proposed Services and Specifications.
    - i. Please note line items for types, such as bathrooms, bedrooms, or kitchen, or for housing systems such as roofing, electrical, HVAC.
    - ii. Information on any variations or additions to scope is recommended.
  - c. Proposed Scheduled Finish Date.
    - i. If specific dates cannot be provided the approximate number of weeks required to complete the project once started is permissible.
  - d. Total renovation Budget.



**Section 8 Project Administration**

- I. Liability Waiver
  - a. Contractors and their sub-contractors are required sign and date a “General Liability Waiver” to access and tour any CARE properties. Signed waivers can be scanned and emailed to the contact information in section 4 or delivered to the onsite Port representative.
  - b. Upon award of a project the general contractor is responsible for collecting signed “WAIVER” from all visitors, laborers, tradespeople, and managers to staff. Signed and dated “WAIVERS” can be submitted along with invoices.
- II. Lien Waivers
  - a. Signed and notarized lien waivers are required from contractor and all sub-contractors when submitting biweekly invoices.

