

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

1689 Grand Ave
Cincinnati, OH 45204

Auditor's Website: <https://wedge.hcauditor.org/view/re/2040020002200/2016/summary>

1940 Sunset Ln
Cincinnati, OH, 45238

Auditor's Website: <https://wedge.hcauditor.org/view/re/1810004015600/2016/summary>

1682 Ashbrook Dr
Cincinnati, OH 45238

Auditor's Website: <https://wedge.hcauditor.org/view/re/1830002068900/2016/summary>

1734 Wyoming Ave
Cincinnati, OH 45205

Auditor's Website: <https://wedge.hcauditor.org/view/re/2040A15014600/2016/summary>

Section 3 Pre-Bid Renovation Conference

Site walk will be held the week of April 17th through April 20th 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.





1689 Grand Ave, Cincinnati, OH 45204	April 17 th , 2023	9 AM
1940 Sunset Ln, Cincinnati, OH 45238	April 18 th , 2023	9 AM
1682 Ashbrook Dr, Cincinnati, OH 45238	April 19 th , 2023	9 AM
1734 Wyoming Ave, Cincinnati, OH 45205	April 20 th , 2023	9 AM

Section 4 Proposals Due

Due Date: 05/08/2023

Refer all inquiries and submissions to:

Andrew Fisher
afisher@cincinnatiport.com
513.632.3723

The Port Authority of Greater Cincinnati
3 East 4th 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. The contractor will be responsible for filing a general renovation permit. All necessary permits, plans, drawings, inspections, and related fees are the responsibility of the contractor.
- 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 the 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. Landscaping
 - i. All debris, including construction debris, shall be removed from the yard by completion of the project.
 - ii. Any overgrown vegetation is to be cut back from the exterior of the house to ground level. Tree limbs are to be cut approximately 5 feet away from the house and any additional structures.
 - iii. Landscaping beds around the house to be cleared of weeds, overgrown vegetation, and invasive species. A thin layer of mulch is to be spread over all beds.
 - iv. Seed and straw are to be spread on any bare areas of yard.
 - v. Overgrown grass to be cut back and edged along any walkways or driveways.
 - b. Garage door automatic opener shall be installed with the door moving freely on track.
 - i. The opener shall be delivered to The Port upon completion of the project.
 - ii. Low voltage wire may be run over drywall to a secured switch.
 - c. Fascia's, rakes, eaves, shutters, window frames, and all other exterior millwork to be repaired and repairs are to be painted to match existing color.
 - d. Gutters and downspouts to be cleaned, cleared, and repaired.
 - e. The front door is to be repaired and painted with exterior paint.
 - f. Any negative grade sloped towards the house to be brought to the attention of the Port.
 - g. Any exterior porches or decks must be secured and leveled.
 - h. Handrails must be repaired or replaced to meet code.
 - i. 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.
 - j. Any exterior satellites, outdated communication systems, or alarm systems to be removed.



Section 6 Individual Property Specifications & Requests

- I. 1689 Grand Ave, Cincinnati, OH 45204
 - a. Remove the screen system from the front porch.
 - b. Repaint the front siding to a neutral color.
 - c. Scrap, repair, and paint exterior window trim.
 - d. Similarly styled paneling products can be used on the second floor to replace any existing damaged panels.
 - e. The kitchen will receive two additional base cabinets to anchor the range.
 - f. The contractor will supply the following appliances: a fridge and range.
 - g. The Port is requesting pricing for the following additional projects:
 - i. Repairing or replacing the driveway to the rear of the house without the additional parking pad.
- II. 1940 Sunset Ln, Cincinnati, OH 45238
 - a. Clean, repair and repaint the front siding and window shutters.
 - b. Clean and repair the side and rear siding. Any repairs can be painted to match existing siding.
 - c. Spray or clean mildew and growth from brick façade.
 - d. Replace or repair the front door.
 - e. Restore the first floor into two finished spaces and unfinished storage space.
 - f. Replace second floor sliding glass door.
 - g. The contractor will supply the following appliances: a fridge, dishwasher and range.
 - h. The Port is requesting pricing for the following additional projects:
 - i. Install a French drain system in the rear of the house.
- III. 1682 Ashbrook Dr, Cincinnati, OH 45238
 - a. Repair front concrete steps and secure code compliant handrails.
 - b. The front door is to be replaced.
 - c. All broken windows to be replaced.
 - d. Replacement of the garage door.
 - e. The window shutter above the garage is to be removed completely.
 - f. The front siding is to be repaired and repainted.
 - g. The contractor will supply the following appliances: a fridge, dishwasher and range.
 - h. The Port is requesting quotes for the following additional projects.
 - i. A French drain installed along the rear perimeter of the house.
 - ii. A repair of the bowing retaining wall running along the driveway.
 - iii. Replacement of all windows throughout the house.
- IV. 1734 Wyoming Ave, Cincinnati, OH 45205
 - a. Existing flooring can be persevered throughout the first floor.





- b. The pass through located near the cabinets of the kitchen is to be framed and closed with drywall. The new wall can be used to add additional cabinets to make space for appliances.
- c. The contractor will supply and install the following appliances: a fridge, range, and dishwasher.
- d. The Port is requesting a description of the work to be done in the restroom.
- e. The Port is requesting quotes for the following additional projects.
 - i. Removing or restoring the decking at the rear of the house.
 - ii. Upgrading the electrical panel to a 200 AMP service.
 - iii. The creation of an additional closet on the second floor to create a bedroom.

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.

Section 8 Project Administration

- I. Liability Waiver
 - a. Contractors and their sub-contractors are required to 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 "General Liability Waiver" from all visitors, laborers, tradespeople, and managers to staff. Signed and dated "General Liability Waiver" can be submitted along with invoices.
- II. Lien Waivers
 - a. Signed and notarized lien waivers are required from contractors and all sub-contractors when submitting biweekly invoices.

