Community Relations-Social Development
Commission in Milwaukee County
1730 West North Avenue,
Milwaukee, WI 53205

Lead Safe Homes Program (LSHP)

July 27, 2020

Bid# 07-2720B

Specifications for:

Rivera
REQUEST FOR BID# 07-2720B
Rivera
Lead Safe Homes Program

THIS IS NOT AN ORDER

Bid Due Date
Friday, August 7, 2:00 p.m. CT

Community Relations Social Development Commission (CR-SDC)
Lead Safe Homes Program
1730 West North Ave
Milwaukee, WI 53205

All questions relating to this Request for Bid shall be submitted in writing via email only to:
Terri Eckels-Nikoo, Procurement
tnikoo@cr-sdc.org
by the due date

Calendar of Events
Monday, July 27, 2020, 10:00 a.m. CT
Monday, August 3, 2020 9:00am
Wednesday, August 5, 2020, 2:00 p.m. CT
Friday, August 7, 2020, 2:00 p.m. CT
Friday, August 7, 2020, 2:05 p.m. CT
RFB Issuance
Mandatory Site visit
Written Questions Due Date
Bid Due Date
Bid Opening

CERTIFIED MINORITY BUSINESS. Check if the Bidder is a certified minority business (MBE, DBE, WBE).
CERTIFICATION DOCUMENTATION MUST BE INCLUDED IN BID PACKET.

ACKNOWLEDGEMENT OF ANY ADDENDA and/or REVISIONS and AGREEMENT TO ALL TERMS: In signing this Bid, Bidder acknowledges and affirms that its Bid complies with all terms, conditions and specifications of this bid and any addenda, appendices or revisions thereto. If awarded a contract, Bidder shall comply with all terms of its Bid and all terms, conditions and specifications of this bid and any addenda or revisions thereto.

DEBARMENT AND SUSPENSION: In signing this Bid, Bidder acknowledges it has not been suspended, debarred, declared ineligible or voluntarily excluded from eligibility by any Federal department or agency.

NON-COLLUSION: In signing this Bid, Bidder certifies it has not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a Bid; that this Bid has been independently arrived at without collusion with any other Bidder, competitor or potential competitor; that this Bid has not been knowingly disclosed prior to the opening of Bids to any other Bidder or competitor; that the above statement is accurate under penalty of perjury.

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<thead>
<tr>
<th>Name of Authorized Company Representative (Type or Print)</th>
<th>Title</th>
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<tr>
<th>Signature of Authorized Company Representative Named Above</th>
<th>Phone</th>
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Form must be returned with Bid
Table of Contents

Bidding Instructions
Submission of Bids
Award of Contract
General Conditions
Special Instructions
Bidder’s Statement
Cover Sheet
Scope of Work Cost Sheets
Site Plans

Supplemental Information Task Specifications
Official Sealed Bid #07-2020B Rivera

1). Bidding Instructions

Official sealed bids shall be received at Community Relations- Social Development Commission (CR-SDC) offices located at 1730 West North Avenue, no later than 2:00 p.m. on Friday, August 7, 2020 at the Front Desk Area. The words “L.H.P Bid# 07-2020B Rivera” shall be clearly marked on your company envelope, along with your company name and address listed in the upper left hand corner of the envelope.

Bidders Statement, Cover Page and LHSP Scope of work must be returned signed and dated by an authorized representative. Extra pages and literature may be added to this package.

Only one bid per company will be accepted.

Bids will be publicly opened @ 2:05 p.m. on Friday, August 7, 2020 at 1730 West North Avenue.

There will be a mandatory walkthrough scheduled for this bid at 2708-08A Meinecke Ave, please check the posted schedule for the walkthrough date and time. A Company representative must arrive no later than 10 minutes after the published time of the walkthrough to participate in the bid process.

2). Submission on Proposals

The bidder, in submitting his/her bid proposal, agrees to enter into contract with CR-SDC.

Protests regarding the validity or appropriateness of the invitation for bid will not be considered unless the protest is filed in writing with CR-SDC Purchasing Office, prior to the closing date for the bid.

3). Awards

Community Relations-Social Development Commission (CR-SDC) reserves the right to reject any or all bids if bidder is non-responsive/non-responsible.

CR-SDC reserves the right to reject any or all bids for business reasons.

Bidders are expected to examine carefully the specifications, terms and conditions. Failure to do so shall be at the bidder’s risk.
4). Discounts

Cash discount offered for payment within designated period:
________________%_________ Days
(Cash discount quoted will be applied determining the final bid price). Cash discounts of less than 10 days will not be considered in the award of this bid. Discounts will be calculated from a) the date the material is received; or b) the date the invoice is received, whichever is later. Please include any cash discounts on your Scope of Work form.

5). Time for Receiving Bid

Sealed bids shall be deposited at the address specified in the instruction page no later than the exact time and date indicated. Bids received prior to the time of opening will be placed in a secured file and will remain unopened.

6). General Conditions

CR-SDC is a non-profit intergovernmental agency and therefore is funded by the Federal/State Government and reserves the right to cancel due to lack of funding with a 30 day written notice. CR-SDC is exempt from payment of Wisconsin State taxes.

The scope of work in this bid have been identified by the Social Development Commission Lead Safe Homes Program and Authorized Wisconsin Lead Risk Assessor Personnel and Reviewed and Approved by the Department of Health Services. The Lead Inspection/Risk Assessment was conducted according to Wisconsin Administrative Code DHS 163, presence of lead-based paint. The Inspections were conducted using a XRF (x-ray fluorescence) device which measures lead content in paint.

CR-SDC strives to work with all competitive vendors whenever possible, and reserves the right not to award the bid to the lowest bidder.

Once a vendor has been selected pursuant to the agency’s competitive Bid process, an unsuccessful applicant or bidder may raise any question, challenge or appeal with respect to the selection process in the following manner:

1. Any complaint or challenge to the selection process must be communicated in writing to the individual or program that issued the Bid within five business days of the date that notice of selection/non-selection was received.

2. The individual or program responsible for the Bid shall provide a written response to the complainant within five business days of receipt of the written complaint.

If after the review of the response described in step 2, above, the complainant remains unsatisfied with the process, the complainant may file a grievance with the CEO.
3. The CR-SDC Executive Office shall provide a written response to the complainant within 10 business days of receipt of the written complaint.

4. If after the review of the response described in step 3, above, the complainant remains unsatisfied with the process, the complainant may file a grievance with the Executive Committee of the Board of Commissioners. The grievance must be in writing, must clearly set forth the grounds or basis for the grievance, and must be filed within five business days after receipt of the response described in step 3, above. The Chairperson of the Executive Committee will review the grievance and may convene the Executive Committee to discuss the complaint. The Committee may consult with persons necessary to determine the following issues:

(a) Did the selection process violate any policy or procedure of the agency?
(b) Did the selection process violate any Federal, State, or local law?

The Chairperson shall communicate a written decision to the complainant within 30 calendar days of receiving the written grievance. The written decision of the Chairperson shall be final.

CR-SDC intends to use EBE (Small, Minority and Women) vendors whenever practical, in accordance with the agency’s mission. The Purchasing Department will endeavor to bid to EBE whenever and wherever possible Bids can possibly be awarded to these vendors if they come within 5% of the lowest bidder and if the quality of the service or goods supplied is of at least equal quality compared to the other vendors. EBE vendors must be certified with the City of Milwaukee.

For Informational Purposes Only

Please circle the following where applicable: My firm is a certified Minority or Women-Owned Business Enterprise. Please list Agency (s) you are currently certified with and its expiration date. Submit a copy of your certification document(s) with the bid.

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<tr>
<th>Agency Of Certification</th>
<th>Exp. Date</th>
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7). Special Instructions

Vendors who respond to this bid must submit the following documents listed below, one original and one “copy” of the entire submitted bid.

1. Request for Bid Sheet (Page 1)
2. Cover Sheet (Page 9)
3. Work Scope Cost Sheet
Requirements:

Vendors must be State of Wisconsin Lead-Certified and must hold a valid City of Milwaukee Home Improvement Contractor's License. Vendors must have a current State of Wisconsin Dwelling Contractor Financial Responsibility Certificate.

The vendor that is selected will be required to submit a certificate of insurance with CR-SDC as the certificate holder. These documents must be submitted before any work begins.

A copy of the following documents must be submitted within 5 business days once notification of intent to award is sent via E-mail and prior to starting any contract work on behalf of the CR-SDC.

1. City of Milwaukee Home Improvement Contractor’s License
2. Dwelling Contractor and Qualifier
3. Lead Abatement Company Certification
4. Lead Abatement Supervisor (supervisor is needed on-site at all times during the work).
5. Lead Abatement Worker Certifications (needed by each worker present at the work site).
6. Certificate of Insurance, listing CR-SDC as an additional insured

If the certifications including Certificate of Insurance are not provided, CR-SDC will move to the next recommendation and re-assign the project.

Contractor must apply lead-safe work practices to all specified work in this scope. Contractor is responsible to follow all federal, state, and local regulations, codes, and ordinances while completing all specified work. Notification for abatement is required for the Lead –Safe Homes Program. (Please See) https://www.dhs.wisconsin.gov/forms/f4/f44012.pdf.

Contractor must obtain any other required permits needed for the work. Cost of additional permits related to the lead work may be reimbursed by the LSHP.

All projects must be completed within 30 days of award unless other arrangements are made.

Lead Abatement Training Reimbursement:
SDC received financial support from the Department of Health Services to reimburse training costs for eligible contractors. SDC will process reimbursement to contractors that are on our vendor list and participate in contractor meetings, bidding process, and ideally perform work for SDC.

This is a reimbursement resource, and to qualify for reimbursement, the Contractor must complete the following procedure:
1. Submit a request for approval to SDC before attending training,
2. Register the individuals for the training,
3. Pay for the training,
4. Pay for registration fees to obtain blue cards, and
5. Submit documentation to SDC to process the reimbursement to sdcleadsafe@cr-sdc.org

8). CR-SDC Equal Opportunity & LEP Statement

CR-SDC is committed to the belief that each individual is entitled to equal employment opportunities without regard to race, creed, color, ethnic or national origin, age, sexual preference, non-job-related physical or mental disability, marital or parenthood status, physical characteristics, economic status, genetic information, prior arrest, conviction, incarceration record or violation of Chapter 125 of Wisconsin laws (except where funding guidelines prohibit and/or one's conviction demonstrates a programmatic conflict). The agency pledges itself to apply this commitment to recruiting, hiring, compensation, fringe benefits, staff development and training, promotions, termination and all other conditions of employment.

It is the policy of CR-SDC to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.

9). Bidder’s Statement

Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to bid opening. This may be done directly or indirectly to any other bidder or to any competitor.

Each person signing this bid certifies he/she is the person in the bidder organization responsible within that organization for the decision as to the prices being offered.

All work must be carried out in a professional and workman like manner and will be warranted for a minimum of one year. Contractor is responsible to pass a lead paint clearance examination per Wis. Admin. Code § DHS 163.14 (5) (c).

All completed work must have a lead wipe test conducted with subsequent clearance. Vendors please provide pricing in the areas you are bidding on.

Note: The LSHP Scope of Work must include a cost for each category and for each subcategory when applicable. All costs should be combined to provide a single total cost estimate.
REQUEST FOR BID# 07-2820B Rivera

COMMUNITY RELATIONS - SOCIAL DEVELOPMENT COMMISSION

LSHP PROGRAM

COVER SHEET

Organization Name: __________________________________________

Contact Person: _____________________________________________

Title: ______________________________________________________

Phone: ____________________ Ext: ______ Fax: ________________

Street Address: _____________________________________________

City: ____________________ State: __________ Zip: _____________

Website: ____________________ E-mail: ________________________

Social Security or Federal ID Number: _________________________

Total Proposed Budget if applicable: __________________________

Certified Minority Vendor* YES ___ NO ____ Certified EBE YES ___ NO __

Certified Woman Vendor* YES _____ NO ____ Certified DBE YES ____ NO __

Certification documents attached YES ___ NO ___

* CR-SDC intends to use EBE/DBE’S (Small, Minority and Women) vendors whenever practical, in accordance with the agency’s mission. CR-SDC will endeavor to bid to EBE/DBE’s whenever and wherever possible. Bids can possibly be awarded to these vendors if they come within 5% of the lowest bidder and if the quality of the service or goods supplied is of at least equal quality compared to the other vendors. EBE/DBE’s vendor must be certified to receive this 5% preference (the State of Wis., City of Mil.w.EBE.or Wis. Unified Certification Program). Certification documentation must be attached to Bid to qualify for points.

Statement of Certification
The proposed activities, qualifications, dates, availability of resources, staff, cost, and all statements made are true and correct.

Authorized Representative Signature and Title:

___________________________________________________________
(Print)

___________________________________________________________
(Date) (Signature)

Return this page with Bid
**Homeowner:** ADALIS BRIGIDA RIVERA  
**Year Built:** 1894  
**Risk Assessor:** Doug Dalsing, Testudo LLC  
**Project Manager:** Ofelia Mondragon

**Notes:** Contractor is responsible for verification of components, quantity, material measurements, count and means and methods, & notification to DHS. Also responsible for any and all permits, licenses or fees required by DHS, DNS and any other jurisdictional authority. All Projects for Lead Safe Homes Program must follow the NEW HUD Guidelines in all matters involving lead-based paint including for Lead Risk Assessment and Clearance Testing.

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<tr>
<th>LOCATION</th>
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<th>UNITS</th>
<th>UNIT PRICE</th>
<th>TOTAL PRICE</th>
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<tbody>
<tr>
<td><strong>Mobilization &amp; Pre-Cleaning</strong></td>
<td>1</td>
<td>Ea.</td>
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Pre-Cleaning is required prior to lead activities. If structural deficiencies exist they must be cleaned prior to commencing work and establishing interior and exterior containment.

**Soil: Reduce lead concentration**

HEPA vacuum all paint chips on the ground. Install a barrier of not less than 3 inches of mulch or install new topsoil that has a lead concentration of less than 400 parts per million (ppm). Thoroughly tamp new soil to prevent settling. Soil cultivation or rototill mixing is not allowed to lower concentration.  
Location(s): Side C, 2 patches of bare soil: one at the corner of sides B & C; the other is adjacent to the walkway near the corner of sides C & D

**Enclose: Aluminum-wrap eaves at all elevations**

Aluminum-wrap fascia and soffit at all elevations per the Task Specification sheet. (On XRF data sheet they are labeled "Eaves")

**Siding option 1: Replace: Yellow asphalt siding at all elevations**

Remove yellow asphalt siding (which may be asbestos-containing material), starting at current transition from white vinyl siding to eaves; if wooden siding is underneath, remove it, too, & assume it is coated in LBP. Install vinyl siding per the attached Task Specification sheet.

**Siding option 2: Enclose with vinyl siding**

At yellow asphalt siding on all elevations, prep, wrap & seal in vinyl siding per the attached Task Specification sheet. (Do not remove the asphalt siding as it may be asbestos-containing material.)

**Enclose: Porch components**


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<tr>
<td>Install solid aluminum soffit panels &amp; apply high-quality paintable silicone caulk to seal all edges; follow requirements in SDC's Task Specifications sheet. Location(s): • Main level: Porch front, ceiling • Main level: Porch front, Column</td>
<td>Aluminum wrap: Vinyl replacement windows</td>
<td>28</td>
<td>Ea.</td>
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<td>Wrap exterior casing and sills per the installation details outlined in the Task Specification document (attached). Locations: • North elevation (5) • East elevation (11) • South elevation (7) • West elevation (5)</td>
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<tr>
<td>Replace windows</td>
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<td>Ea.</td>
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<td>Remove and dispose of the existing window sashes, parting bead, and outer stops. Supply and install a new vinyl replacement window unit sized to fit the existing opening. Outer stops are to be replaced with new pine or fir or wrapped with aluminum cladding. If storm window present then remove &amp; dispose of it. Locations: • Attic level: Exterior (2) • Upper level: Hallway (1) • Lower unit: Dining (1) • Lower unit: Front entry (1) • Lower unit: Bedroom back (1) • Lower unit: Full bath (1) • Lower unit: Full bath (1) • Lower unit: Kitchen (2) • Lower unit: Pantry (1) • Upper unit: Bedroom b back (1) • Upper unit: Full bath (1) • Upper unit: Kitchen (2) • Upper unit: Pantry (1) • Upper unit: Closet, walk in (1) • Upper unit: Closet, walk in (1)</td>
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<td>Replace basement windows</td>
<td>7</td>
<td>Ea.</td>
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<td>Remove exterior brown wood over window opening. Remove windows, concrete to concrete, prep substrate, and install new glass block replacement windows. New windows to contain fresh air vents and have dryer vents installed as needed. Windows to maintain equal distance jointing and be “mud” set in a masons mix of 1-1-6. Material to be placed using ACI, ICRI cold weather placement directives, and covered to prevent freezing. Mud joints to be tooled as necessary. Install per ASTM C270 cold weather standards. Location: • Basement level: Electrical (1) • Basement level: Mechanicals (6)</td>
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<td>Replace interior windowsill (stool)</td>
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<td>Ea.</td>
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<td>LOCATION</td>
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<td>Remove and dispose of existing stool. Install a new component using construction grade dimensional lumber or manufactured mill stock. Apply high-quality bonding primer. Apply high-quality interior latex paint that has a first coat wet film of not less than 6 mils. Locations: • Bedroom back, Side B (1 of 1) • Lower unit: Bedroom back, Side B (1 of 1) • Lower unit: Dining, Side D (1 of 3) • Lower unit: Dining, Side D (2 of 3) • Lower unit: Dining, Side D (3 of 3) • Lower unit: Front entry, Side D (1 of 1) • Lower unit: Kitchen, Side D (1 of 2) • Lower unit: Kitchen, Side D (2 of 2) • Lower unit: Pantry, Side C (1 of 1) • Upper unit: Bedroom a, Side A (1 of 1) • Upper unit: Bedroom b back, Side B (1 of 1) • Upper unit: Bedroom b front, Side B (1 of 1) • Upper unit: Closet, walk in, Side D (1 of 1) • Upper unit: Full bath, Side C (1 of 1) • Upper unit: Kitchen, Side D (2 of 2) • Upper unit: Kitchen, Side D (1 of 2) • Upper unit: Pantry, Side C (1 of 1)</td>
<td>2</td>
<td>Ea.</td>
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**Replace entire interior window trim**

Remove and dispose of existing stool, casing, stops & apron. Install similar new components using construction grade dimensional lumber or manufactured mill stock. Apply high-quality bonding primer. Apply high-quality interior latex paint that has a first coat wet film of not less than 6 mils. Locations: • Lower unit: Bedroom front (1) • Upper level: Hallway, Side B (1)

**Replace: Door & jambs (interior/privacy)**

Remove and dispose of the door and jambs. Supply and install a new pre-hung interior door measured to fit existing opening. Door casing is to remain. Apply high-quality bonding primer. Apply high-quality interior latex top coat paint. Locations: • Upper level: Hallway, Side C • Lower unit: Bedroom front, Side C • Upper unit: Bedroom b front, Side C • Upper unit: Closet, walk in, Side A

**Replace door jambs**

Remove and dispose of the door jamb. Supply and install new components measured to fit existing opening. Door casing is to remain. Apply high-quality bonding primer. Apply high-quality exterior latex top coat paint. Locations: • Main level: Hallway, Side B • Lower unit: Bedroom front, Side D • Lower unit: Full bath, Side A • Lower unit: Bedroom back, Side D • Lower unit: Kitchen, Side C (the entry door) • Upper unit: Bedroom b back, Side D • Upper unit: Full bath, Side A

**Replace door, jambs & casing**

Remove and dispose of the door jamb. Supply and install new components measured to fit existing opening. Door casing is to remain. Apply high-quality bonding primer. Apply high-quality exterior latex top coat paint. Locations: • Main level: Hallway, Side B • Lower unit: Bedroom front, Side D • Lower unit: Full bath, Side A • Lower unit: Bedroom back, Side D • Lower unit: Kitchen, Side C (the entry door) • Upper unit: Bedroom b back, Side D • Upper unit: Full bath, Side A
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<tr>
<td>Remove and dispose of the door, jambs &amp; casing. Supply and install new components measured to fit existing opening. Apply high-quality bonding primer. Apply high-quality exterior latex top coat paint. Locations: • Upper unit: Bedroom a, Side D</td>
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Replace staircases
Remove entire staircase (stringer, treads, risers), landing(s) & baseboards within stair system. Install new stair materials. Wood material must be Ash, Pine or Oak (White or Red), complete installation and finish with a Minwax Stain color to be determined and sealer. Location(s): • Basement level: Staircase leading to main level; • Upper level: Staircase leading to main level |

Wood Material Selected: ____________________________________________

Enclose with drywall
Install not less than 3/8-inch drywall over the existing plaster/drywall surface. Apply a continuous bead of caulk or construction adhesive around all four edges of each panel or sheet. Secure with nails or drywall screws 8 inches on center. Butt paneling or drywall to door and window casing and apply a high quality paintable silicone caulk to seal edges. If a three-piece base is present, use lead-safe work practices to remove the top molding cap and reinstall after drywall is paint-ready. Location(s): • Basement level: Stairway, Wall, Side A • Basement level: Stairway, Wall, Side B • Basement level: Stairway, Wall, Side C • Basement level: Stairway, Ceiling • Lower unit: Bedroom front, Ceiling • Upper unit: Bedroom a, Ceiling • Upper unit: Bedroom b front, Ceiling • Upper unit: Closet, walk in, Ceiling |

Refinish closet floors
Sand substrates down to bare wood using HEPA filtered exhaust dust collection. Using the crevice attachment, slowly HEPA vacuum each seam between individual boards. Using the hard floor attachment, HEPA vacuum the entire floor surface slowly in two directions. Apply high-quality polyurethane or acrylic hardwood floor sealer per manufacturer’s instructions. Location: • Lower unit: Bedroom back • Lower unit: Bedroom front |

Remove: Unnecessary component

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<tr>
<td>Remove &amp; dispose of these components. Then wet scrape all loose, cracked, peeling, or blistered surfaces. Repair all cracks, holes, or deteriorated areas with joint compound or plaster patching compound. HEPA vacuum and wash with a deglossing solution all surfaces to be painted. Apply high-quality bonding primer. Apply high-quality interior latex paint to match &amp; blend with surrounding surfaces. Location(s): • Lower unit: Kitchen, Chair rail, Side A • Lower unit: Kitchen, Chair rail, Side B</td>
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<td>Replace components</td>
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<tr>
<td>Remove and dispose of existing component. Supply &amp; install new like component. Apply high-quality bonding primer. Apply high-quality interior latex paint. Location(s): • Lower unit: Bedroom front, Threshold • Upper unit: Bedroom a, Threshold</td>
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<td>Replace components</td>
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<td>Remove and dispose of existing component. Supply &amp; install new like component. Apply high-quality bonding primer. Apply high-quality interior latex paint. Location(s): • Lower unit: Pantry, Shelf</td>
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<td>Seal Concrete Floor due to High Dust Level in Basement Floor</td>
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<td>SF</td>
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<td>HEPA vacuum slowly in two directions &amp; then prepare concrete per manufacturer’s instructions. Apply concrete sealer per manufacturer’s instructions to seal concrete pores. Location(s): Basement-level floor. The Dust Wipe Sample #30 in LRA report, the Basement Mechanical Flooring Dust Wipe Sample Result was 834.67μg/ft²</td>
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<td>Post Cleaning</td>
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<td>Perform final clean-up to assure property passes Final Visual Inspection and Final Clearance per New HUD Clearance Standards. Floors 10 μg/ft² Window Sills 100 μg/ft² Window Troughs 100 μg/ft² Porch Floors 40 μg/ft² Note that LRA report page 6 points out that ALL floors &amp; windowsills are dust-lead hazards, including the basement, main &amp; upper levels. Please ensure ALL Floors and ALL Window Sills are HEPA vacuum slowly in two directions &amp; then prepare and apply sealer per manufacturer’s instructions to seal FLOORS and WINDOW SILLS.</td>
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<td>Any of these areas may be sampled at clearance.</td>
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<td>Contractor:</td>
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Office use only

Date received from grantee:
Date contractor bid accepted:
2708 W Meinecke Ave, Milwaukee, WI

Schematic drawing, not to scale
Supplemental Information Task Specifications

Lead Paint Hazard Reduction Work Practices
2. Contractors must submit the following documentation:
   a. Wisconsin Dept. of Health Services notice verification.
   b. Copy of the Occupant Protection Plan.
   c. Copy of the OSHA Written Compliance Plan.
   d. Personal air sampling laboratory analysis results.
   e. Lead Clearance verification.

Paint:
There is a four step process for all paint work.
1. Wet scrape to eliminate flaked and bubbled paint.
2. Prime coat bare wood/exposed plaster, and exposed existing paint edges.
   Prime coat exterior masonry units.
3. Acrylic caulk seams between molding transitions and wall cracks. For example, apply
   Caulk to the door brick molding and the door frame, between a fascia crown molding,
   and the fascia board, or in plaster or drywall surface cracks.
4. Apply finish coat of paint. Select proper paint for application.

Aluminum Wrap:
1. DNS permit required.
2. Aluminum coil gauge: .019
3. Center Bend - In the trim piece that is 6 inches or wider to add strength.
4. Fasteners must be coated aluminum trim nails to match trim color.
5. No face nailing of trim. Trim must be fastened by nailing through the bent return
   edge of the trim wrap (unless along a wide lap-seam).
6. Material must be nailed at minimum every 16 inches.
7. Do not use perforated aluminum.

Vinyl Replacement Window:
1. Acrylic latex caulk the window perimeter once the window is set. Gaps greater than
   ½” must be filled with fiberglass insulation, and covered with a trim stop molding.
2. Manufacturer’s warranty document must be conveyed to the homeowner as a
   condition of payment for the windows. Warranty must specify window serial number
   a copy of the supplier delivery receipt.
3. Tempered glass must be used in stairwells, bathrooms, and within four feet of doors.

Vinyl Siding Installation
1. All work shall comply with Section 01810 Lead Dust Hazards.
2. All work shall be completed in accordance with the “Vinyl Siding Installation
   Manual” published by the National Housing Center, updated October 2004
   (www.vinylsiding.org), manufacturer’s specifications, and as specified herein.
3. Siding installation shall comply with all state and local building codes.

4. Check that weather conditions will be acceptable for work.

5. Provide proper containment measures as outlined in Section 01810 Lead Dust Hazards.

6. Provide All lifts, cranes, ladders or scaffolding to assist high-level siding work.

7. Have on hand and ready for installation in coordination with siding, all flashing, vents, building energy wrap, insulation board, and fasteners.

8. Provide accessories of extruded plastic or polyvinyl chloride same material and color as siding:
   • Internal corners
   • External corners
   • Cap strip
   • Drip cap
   • Undersill trim
   • Starter strip
   • Window and door trim (J-Channel)

9. Prepare exterior walls for siding application:
   • Nail down loose boards of existing siding, and replace any rotten boards. Do not install vinyl siding over rotting wood.
   • Remove drip caps, corner boards or other architectural components to provide a flat surface for siding installation.
   • Remove loose caulk and re-caulk around windows, doors, and other areas to protect from moisture penetration.
   • Remove all protrusions such as gutters, downspouts, wires, light fixtures, etc.
   • Check all walls for evenness and install furring strips where necessary. When installing furring strips, please take appropriate measures to establish a smooth and continuous surface. NOTE: In cases where the lower portion of a horizontal siding panel must be trimmed so that it may be installed over steps, porches, etc., the panel should be built out ("furred") for proper angle and rigidity. Utility trim can be used to seal the cut edge of the panel and then secured to the wall.

10. Prepare fascia, and other trim for installation of cladding.
    • Nail loose fascia, soffit, rake, crown, and other trim.
    • Replace any rotten boards. Do not install cladding over rotting wood.
    • Remove all protrusions such as gutters, downspouts, wires, light fixtures, etc. as necessary to install

11. Before installing siding, make sure that flashings are installed to prevent moisture from entering the wall and roof spaces
    • Provide compatible flashing materials.
    • Complete flashings as required during and at the conclusion of siding.
    • Install drip edges, z-flashings, and other flashing as recommended by the siding manufacturer.
12. Install vinyl siding in accordance with manufacturer’s printed installation instructions:
   • Replace defective wall sheathing as necessary to provide a structurally sound wall surface.
   • Be sure that installed panels can move freely from side to side, allowing for expansion and contraction of the panel.
   • When installing a panel, push up from the bottom until the lock is fully engaged with the piece below it. Without stretching the panel, reach up and nail it in place.
   • Install siding in such a way as to minimize the number of joints, seams, and edges. Use full length panels wherever possible.
   • Overlap adjacent panels per manufacturer’s instructions. Place visible ends away from the front of the property.
   • Place nails or other fasteners in the center of the nailing slot.
   • Fasteners shall be of sufficient length to adequately penetrate the wall.
   • Do not force the panels up or down when fastening in position. Allow each panel to hang without strain.
   • Do not drive the head of the nail tightly against the siding nail hem. Allow 1/32” (about the thickness of a dime) clearance between the fastener head and the siding panel. Drive nails straight and level to prevent distortion and buckling of the panel.
   • Leave a minimum of 1/4” clearance at all openings and stops to allow for normal expansion and contraction. When installing in temperatures below 40 degrees Fahrenheit, increase minimum clearance to 3/8”.
   • Do not caulk the panels where they meet the receiver of inside corners, outside corners, or J-channel trim. Do not caulk the overlap joints.
   • Do not face-nail or staple through the face of the siding.
   • Remove gutters, downspouts, electrical conduit, wires, etc. to allow for the installation of the siding. Reattach all items after siding installation is complete.
   • All caulking shall match material color and be applied so as to present a neat appearance.

13. Install trim in accordance with manufacturer’s instructions:
   • Make all corners, bends, and creases crisp and straight. Use a siding brake or similar equipment.
   • Joints at corners, ends, etc. shall be folded to present a finished surface not a raw edge.
   • Trim shall be installed continuous over each horizontal or vertical member to minimize the number of joints.
   • Trim fasteners shall be placed (whenever possible) in hidden locations.
   • Trim fasteners shall be of non-corrosive material and of sufficient length to adequately secure trim materials.
   • Do not install trim over rotten or defective wood. Rotten and defective wood shall be replaced prior to installation of trim.
   • Trim applied to window openings must be continuous and cover the exterior blind stop.
• Windowsill covering shall be continuous to interior sill edge and cover the exterior sill completely with drip edge below sill.
• Fascia and soffit trim shall be installed per manufacturer’s instructions using manufactured soffit material.
• Fascia and soffit trim shall provide complete coverage of all exposed trim. If necessary contractor shall install drip edge trim at roofline.
• Soffit trim shall be vented as necessary to allow for sufficient airflow in attics.
• All caulking shall match material color and be applied so as to present a neat appearance.

14. Cleaning and repairs:
• Clean up shall be in accordance with Section 01810 Lead Dust Hazards.
• At completion of work, clean the work area and remove all scrap and excessive materials.
• Repair or replace defective work as directed by the Inspector.