

Golden Empire Affordable Housing, Inc. II

Invitation For Bids # 200-40

Finish Carpentry –4th street Apartments

- Deadline for bids: Thursday, May 23,2024
- To view plans, go to:
<https://geahi.org/procurement-opportunities>
- This project is **not** prevailing wage.
- Submit questions and bids to procurement@geahi.org

GOLDEN EMPIRE AFFORDABLE HOUSING, INC
601 24TH STREET, SUITE B
BAKERSFIELD, CA 93301
OFFICE 661.633.1533 | EMAIL PROCUREMENT@GEAHI.ORG

SPECIFIC REQUIREMENTS

Project: 4th street Apartments

DATE: _____

SUBCONTRACTOR: _____

EMAIL: _____

LICENSE# _____

TRADE: FINISH CARPENTRY

Reference to Subcontractor shall mean **Finish Carpentry Subcontractor** and reference to Owner shall mean **Golden Empire Affordable Housing, Inc.** Subcontractor shall furnish all labor and equipment to perform the operations necessary to complete all finish carpentry work as indicated on the Contract Documents and specified herein, including but not limited to the following:

CONTRACT WILL INCLUDE:

1. Complete all requirements per all codes and contract documents.
2. Furnish and install all interior and exterior doors including trim for all units as indicated on the plans.
3. All interior doors shall be solid core, textured surface, paint grade with paint grade jamb and standard 2 1/4 finger jointed casing per plan. Masonite or Equivalent.
4. Front doors: 3'-0" x 6'-8". 6 panel primed fiberglass pre-finished fiberglass door. Door surface flush smooth.
5. All exterior jambs need to be wider than standard size to accommodate 1" foam board and 5/16" siding (note: Exterior will be Siding not stucco).
6. Water heater Closet door: Flush smooth fiberglass Door primed with louvers. Refer to plans for size.
7. Interior Door Casings: 356 model 2-1/4"
8. Bathroom door: Install 36" barn doors in lieu of pocket doors. Including hardware.
8. No baseboard is required. Cove base will be installed by flooring subcontractor.
9. Shelves: MDF board. Shelve and rod bracket to be included. Closet Wood pole to be standard size 1 1/2".
10. Subcontractor shall add additional shelf at +34 with additional rod at +30 A.F.F. on all ADA units.
11. Attic Access: Install Frost king WV21H Door set with stop, 1 1/2 in width. around attic access with weather stripping.
- 12 Follow Door schedule for sizes and details on all doors in apartment Units, managers unit and laundry room.
13. Laundry room: per plan.
14. No temp power Onsite.

TOTAL CONTRACT PRICE: (Price includes all tax, labor, material, and delivery)

	Price
Total	\$

PAYMENT SCHEDULE:

100% upon completion per building.

Subcontractor Date

Owner Date

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SCOPE OF WORK

1. GENERAL

Reference to Subcontractor shall mean **Finish Carpentry Subcontractor**. Reference to Owner shall mean **Golden Empire Affordable Housing, Inc II**. Subcontractor shall furnish all labor, material and equipment to perform the operations necessary to complete all finish carpentry work as indicated on the Contract Documents and specified herein, including but not necessarily limited to the following:

2. SCOPE

Subcontractor shall furnish all labor, material, and equipment to perform the operations necessary to complete all Doors & Trim work (supply and install) as indicated on the Contract Documents and specified herein, including but not necessarily limited to the following:

- a. Subcontractor shall study the work and related drawings and specifications of other crafts whose work abuts, adjoins and/or is in any manner affected by work of this section. Consult with Owners Housing Construction Superintendent and coordinate materials and labor to avoid omissions and delays.
- b. Subcontractor shall layout the work and be responsible for the accuracy thereof.
- c. Subcontractor shall perform all cutting, patching and fitting for the installation of the work, and to accommodate the work of other trades.
- d. Trim and millwork: scribe joints neatly and accurately, miter corners, scarf end joints. Vertical trim to be (1) piece. All work performed to be in a neat workmanship manner.
- e. Subcontractor shall examine all frame work before commencing installation. If defective area exist Subcontractor shall report to Owner for corrections.
- f. There will not be extra charges to Owner without prior approval or written purchase order.

3. INSTALLATION

Subcontractor shall install the following:

- a. Interior and exterior doors, jambs, casings and as per contract documents.
- b. Door jambs shall be installed with solid backing in such a manner that no voids exist between the strike side of the jamb and the frame opening for a vertical distance of 12 inches each side of the strike bolt.
- c. Exterior Door Jambs to have a minimum of 6 screws (3) per side and (2) screws per head jamb countersunk. Doors to be installed with screws only. All entry doors will be secured to framing by Subcontractor with oversized wood screws through hinge butt. Subcontractor is to provide fasteners and pre drill.
- d. Subcontractor shall install all closet shelves, poles, brackets and supports.
- e. Subcontractor shall install trim around attic access

4. MATERIAL

- a. All materials delivered to site shall be responsibility of Subcontractor until installed and accepted by Owner. Any loss, no matter what the cause, shall be the responsibility of the Subcontractor.
- b. Any storage container staying on the premises needs to be approve by Owner.
- c. Subcontractor shall supply generator, if necessary, at no additional charge to Owner.
- d. Subcontractor shall be responsible for delivery and storage of material until items are installed. Items delivered during rainy weather shall be protected by Subcontractor.

5. WARRANTY

Any door adjustments or defective material shall be repaired or replace by subcontractor at no cost to owner.

- a. Subcontractor shall warranty installation for 1 year minimum. Warranty starts on invoice date.

6. GENERAL REQUIREMENTS

Subcontractor shall guarantee that all work and equipment are in accordance with OSHA regulations.

7. WORKMANSHIP

Workmanship shall be in compliance with all requirements of local, state and federal codes and manufacturers specifications whether specifically mentioned in these specifications or not, at no additional cost to Owner.

- a. Installation shall be by skilled installers and in accordance with the best of trade standards.
- b. Work shall be conducted by thoroughly trained, experienced personnel, familiar with sound workmanship and quality. All finish work will be closely scrutinized by Owners Housing Construction Superintendent before Subcontractor submits billing.
- c. All workmanship shall meet the standard of good practice acceptable within the industry.
- d. Subcontractor will not deviate from the plan, in any way, without prior written approval by Owners. This includes but is not limited to all structural and design elements.
- e. Any areas that do not meet with the above shall be immediately removed and/or re-installed to comply.

8. CLEAN UP

Subcontractor shall clean- up and dispose daily all debris, waste material, rubbish, etc. The site shall be left in a neat and clean condition acceptable to Owner. Subcontractor is responsible to sweep when completed and or as directed by Owners Housing Construction Superintendent.

9. PERFORMANCE STANDARDS

Anything not meeting the following standards will be repaired or replaced by Subcontractor at no additional cost to Owner.

- a. Subcontractor shall not install warped or damaged doors/trim.
- b. Subcontractor shall not install any cracked or defective materials.
- c. If at any time a procedure is not in accordance with the contract documents or industry standards, Subcontractor to stop the work and notify Owners Housing Construction Superintendent.
- d. All doors shall open and close freely without binding and with proper alignment.

- e. All doors to open and close freely stay closed tight.
- f. During installation Subcontractor is responsible for any damages.
- g. All work shall be judged defective if it fails to meet contract documents. Such work shall be corrected by Subcontractor in a manner and by such means as is satisfactory to Owner at no additional cost.
- h. Work shall be conducted by thoroughly train.ad, experienced personnel, familiar with sound workmanship and quality. All finish work will be closely scrutinized by Owner before Subcontractor submits billing.

10. DELIVERY

- a. Delivery and installation on days scheduled is mandatory.
- b. Subcontractor must meet or exceed schedule.
- c. Owner is not responsible for anything missing or stolen until is installed.

11. CLEAN UP

- a. Subcontractor shall clean- up and dispose daily all debris, waste material, rubbish, etc. to designated bins or as directed to by Owners Housing Construction Superintendent. The site shall be left in a neat and clean condition acceptable to Owner.
- b. Subcontractor is responsible to sweep house when completed and or as directed by Owners Housing Construction Superintendent.

Subcontractor

Date

Owner

Date

VENDOR INFORMATION SHEET

Date: _____ Prepared By: _____

Official Business Name: _____

DBA: _____

Location Address: _____
Street City State Zip

Remit Address: _____
Street City State Zip

Contact Person: _____ Title: _____

Phone #: _____ Accts. Receivable Phone #: _____

Fax #: _____ Customer Service Phone #: _____

E-mail Address: _____

Federal ID # or SS#: _____ Contractor Lic #: _____

Business Lic #: _____ City License Issued: _____

General Liability Insurance Carrier & Policy #: _____

Auto Liability Insurance Carrier & Policy #: _____

Workers Compensation Insurance Carrier & Policy #: _____

FEDERAL TAX CLASSIFICATION:

Individual/Sole Proprietor C Corporation S Corporation Partnership Trust/Estate

Limited Liability Co. Other: _____

SBA CLASSIFICATION:

It is the policy of Golden Empire Affordable Housing, Inc. II, consistent with Federal, State and local laws, to promote and encourage the development, participation, and continued expansion of Small Business Enterprises, Minority Business Enterprises, Women's Business Enterprises and Veteran Business Enterprises.

Minority-Owned Small Business Veteran-Owned Woman-Owned

Years in Business: _____

Accept Purchase Orders: Yes No

If your business has a Social Security number as Tax ID, we require the signature of the owner.

Authorized Signature: _____

Print Name: _____

Title: _____

Date: _____

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.	See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
		2 Business name/disregarded entity name, if different from above	
		3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
		5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
		6 City, state, and ZIP code	
		7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-			-		
or									
Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

GOLDEN EMPIRE AFFORDABLE HOUSING, INC. II

Instructions for Submitting a Bid:

1. Thoroughly review all specifications, the Scope of Work, site plans and all other documents in the bid packet.
2. Complete the bid sheet with a breakdown of costs per property and the total costs for all properties. This bid must include all tax, labor, material, and deliveries.
3. Sign, date, and initial all places where indicated.
4. Complete the Vendor Information Sheet to the fullest extent possible.
5. Complete and sign the form W-9.
6. Submit all documents (the entire bid packet, Vendor Information Sheet, and form W-9) to Golden Empire Affordable Housing, Inc. II no later than **May 23, 2024 at 3:00 p.m.** You are encouraged to submit these documents via email to procurement@geahi.org. However, if you are unable to submit your bid via email, you can mail the packet to our office or fax it. We must receive all documents by the aforementioned deadline.

***If you have any questions, please call our office or email procurement@geahi.org**