

To All Contractors:

The City of Wilkes Barre Office of Economic & Community Development, in cooperation with the Housing Development Corporation of NEPA, and the County of Luzerne, is accepting bids for Phase 5 of the Courtright Neighborhood.

The Phase 5 Contract is comprised of the construction of four (4) single-story, wood frame homes and associated lot improvements. The improvements include but are not limited to sanitary sewer and water connections, utility services, driveway paving, concrete sidewalks, topsoil, seeding, landscaping and all incidental work.

Contract documents, including Drawings and Project Manual may be examined and obtained at the offices of the Housing Development Corp. of NEPA.

An informational pre-bid meeting for prospective bidders will be held on **Wednesday, January 23 at 5:30 PM in Council Chambers at Wilkes Barre City Hall, 40 E. Market St.** The simplified and condensed plans will be reviewed at the meeting. After the meeting plans would be available for interested contractors. Bidders may secure Contract documents for the non-refundable fee of one hundred dollars (\$100.00). Checks should be made payable to Housing Development Corporation of NEPA.

Bids will be received until 3:00 PM on the 7th day of February 2019 at the offices of the Housing Development Corporation of NEPA, 163 Amber Lane, Wilkes Barre, Pa. 18702.

An Invitation to Bid is enclosed.

mjm designs, llc

Courtright Neighborhood
Home Ownership Phase 5
Wilkes-Barre, Pennsylvania
DECEMBER, 2018

DOCUMENT 00105

INVITATION TO BID

Owner: Housing Development Corporation (HDC) of Northeastern
Pennsylvania, Inc.,

Interior mjm designs, llc
Architect: 1064 Cottage Avenue
Scranton, Pennsylvania 18508
Phone: (570) 406-9538
Email: info@mjmdesigns.biz

Project No: 2017.24

Date: December 27, 2018

To: Prospective Bidders

You are invited to submit a bid on a General Contract, including mechanical, plumbing and electrical work, for the Courtright Neighborhood Home Ownership Phase 5. The project consists of the following:

1. Four (4) single-family, single-story houses on **Lots 28.01, 28.02, 28.03, and 28.04.**
 - a. Single family, one story, **no** basement, 2 bedroom units.
 - b. Bidders will be responsible for modifications to the curbing, street pavement and sidewalks to create new curb cut and driveway apron. All curbing, street and sidewalk repair and/or replacement shall conform to City of Wilkes-Barre standards.
2. All buildings shall be constructed to meet the provisions of the NAHB National Green Building Standard Program, the Energy Star V3.0 program, and the EPA Indoor Air Plus Program as described in the Project's Contract Documents.
 - a. Bidders shall **NOT** be responsible for obtaining a verifier for the required listed inspections for Certification in the National Green Building Standard. The owner shall require conformance with the National Green

Building Standard per the project checklist included in the Project Specifications. Certification of the project is **NOT** required.

- b. The Owner, listed above, shall be responsible for performing all inspections and testing related to the Energy Star V3.0 and EPA Indoor Air Plus Program. The Bidder shall make the site available at the required time to allow for the inspections and testing required for Certification in these programs.
3. The site will be landscaped with a variety of planting including ground covers, hardy grasses, flowering plants for seasonal color and shade trees as depicted in the Drawings and Specifications.
4. Bidders shall be responsible for trenching and all related coordination work for the installation of utility services to all homes, including but not limited to electric, gas, telephone, water, sanitary sewer and cable television.
5. The Bidder shall be responsible for the purchase of all City of Wilkes-Barre building permits as well as all required utility connection fees. These costs shall be assumed to be included in the submitted Bid Sum. No Change Orders shall be entertained by the Owner for any unforeseen Permit or Utility-related costs.

Bids shall be on a lump sum basis; segregated bids will not be accepted.

The Owner anticipates making a formal announcement of Bid Award on or before **February 28, 2019**, with formal Notice to Proceed to follow after signing of Contract within **60 days** thereafter. The total project is to be completed and ready for final acceptance and final payment by **September 30, 2019**.

The Owner will receive Bids until 3:00pm local prevailing time on **Thursday, February 7, 2019** at HDC of NEPA offices, 163 Amber Lane, Wilkes-Barre, PA. Bids received after this time will not be accepted. Bids will be opened publicly and read aloud immediately after specified closing time. All interested parties are invited to attend.

Bid Documents may be examined at the Northeastern Pennsylvania Contractors Association, Inc., 1075 Oak Street, Suite 3, Pittston, PA 18640.

Drawings and specifications may be obtained on or after **Thursday, December 27, 2018**. Copies of Bidding Documents will be available at cost from The Housing

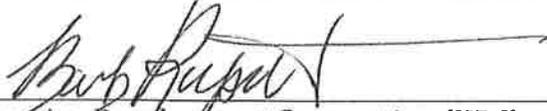
mjm designs, llc

Courtright Neighborhood
Home Ownership Phase 5
Wilkes-Barre, Pennsylvania
DECEMBER, 2018

Development Corporation of NEPA, 163 Amber Lane, Wilkes-Barre, PA 18702
during regular business hours upon payment of one-hundred dollars (\$100.00)
Bidders are required to comply with the requirements described in Document
00200 - Instructions to Bidders.

Your bid will be required to be submitted under a condition of irrevocability for a
period of 45 days after submission.

The Owner reserves the right to accept or reject any or all offers.



Housing Development Corporation (HDC) of
Northeastern Pennsylvania, Inc.

per:

Barbara Rupert, Manager
(Authorized signing officer / Title)