

**INVITATION FOR BID FOR CONTRACTORS
SAMPLE DOCUMENT**

Bid No: _____

Name of Bidding Firm _____

Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____

Bid Opening Time and Date: _____

Voluntary PreBid Meeting: _____

Bid Deposit/Bid Bond: _____

Performance Bond: _____

Prevailing Wages Required: _____

Please Mark the Return Sealed Envelope:

1. [Bid Opening Date and Time]
2. [Title of Job]
3. [Bid Number]

Return Bids To: _____

Bid Submitted by Facsimile or E-Mail Will Not Be Accepted

Bid Results:

Bid results may be obtained by telephone at _____ ; or fax at

LEAD HAZARD REDUCTION GENERAL

Contractor is responsible for complying with all state, federal, and local laws, regulations and guidelines per Title X requirements. Contractor is responsible for inspecting all existing conditions prior to bidding in order to eliminate or reduce the need for change orders. Contractor is responsible for all measurements and ordering of materials. All work should comply with manufacturer's recommendations, accepted carpentry standards, and local requirements.

Bid specifications are incorporated herein by reference and attached as Exhibit A.

REQUIRED SUBMITTALS

Prior to the Preconstruction Conference, the Contractor shall be required to provide the following submittals:

1. Copies of individual approved lead training certifications for workers and supervisors (Both EPA required training and OSHA required training)
2. Copies of the State Lead Hazard Remediation Program Registration for individuals and company
3. Copy of the written Occupant Protection Plan as required by 40 CFR Pt. 745
4. Employee medical surveillance information
5. List of subcontractors
6. Site specific General Liability and Lead Liability insurance certificates with the property owners listed as the certificate holder and the Agency/City named as Additionally Insured
7. Worker's Compensation insurance certificate
8. 100% Labor and Materials Payment Bond and Performance Bond (may be waived dependent on size of project)
9. Any applicable permits (including construction permits for window/door replacements, licenses, etc.)

10. Any product data for materials or equipment to be used on the project
11. Copy of valid Builder's License

At the completion of construction, the Contractor shall be required to provide the following information:

1. The original and ___ copies of a ¼" to 1 ft. scale floor plan sketch using standard architectural symbols identifying all lead painted areas and components encapsulated or enclosed during this intervention.

ATTACHMENTS

- Attachment A: Bid Specifications
- Attachment B: Lead Hazard Reduction Specific Requirements

(These can be taken from Articles II through X in the Contract Addendum provided as Form 18)