



# GENERAL BID FORM

## BID OPPORTUNITY

PROJECT: Haven Pointe – Building #1

Habitat for Humanity of St. Charles County (HFHSCC) is pleased to announce that we have bid opportunities available for Building #1 at Haven Pointe subdivision in Wentzville, MO. The building will consist of 6 townhomes to be completed this year. The project is expected to start in April 2024, and the is located at 101 Haven Pointe Drive, Wentzville, MO 63385

HFHSCC is a not-for-profit ecumenical Christian housing ministry working in partnership with low-income families to improve their living conditions. Our families earn an opportunity to purchase a lower cost home due to generous donors who contribute money, services, building materials, and volunteer labor hours.

While our volunteers and partner families contribute valuable labor hours to each project, HFHSCC requires the specialized services of vendors to perform professional work. This typically includes plumbing, HVAC, electrical, concrete, sewer, drywall taping, and roofing for our projects. We also offer bid opportunities to local vendors for needed materials.

Bids may be calculated in the same manner as with any other projects.

- You will not be provided with nor required to install used materials.
- You will not be provided with or required to use volunteer labor.

Because HFHSCC relies on the donation of both funds and labor resources, many factors are considered when determining the winning bid. In addition to price and references, a willingness to consider one (or more) of the following may also be included in the award process:

- Early payment discount options for terms less than Net 30.
- Tax deductible donation of any/all materials or labor clearly identified on the bid submittal.
- Willingness to be flexible with scheduling.

As we build our partnerships, HFHSCC will include successful bidders in promotion and recognition, when possible, via:

- Jobsite & ReStore recognition (signage)
- Social media recognition (Facebook, press releases, etc.)

To obtain additional information or clarification on any aspect of the process, please feel free to contact:

- By Email: [construction@habitatstcharles.org](mailto:construction@habitatstcharles.org)
- Or call: Tony Bradbury, Director of Construction, 636-288-2138

*HFHSCC encourages small and/or minority owned and operated companies to submit proposals.*



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2041 Trade Center Drive St. Peters, MO 63376

[www.habitatstcharles.org](http://www.habitatstcharles.org)

## Submission Details

Please submit bids to the offices of HFHSCC as soon as possible. We expect to pour foundations in mid May. Bids may be delivered by email, fax, mail or in person to:

Email: [construction@habitatstcharles.org](mailto:construction@habitatstcharles.org)

Fax: 636-387-0447

Mail: Habitat for Humanity of St. Charles County  
2041 Trade Center Drive  
St. Peters, MO 63376

## REQUIREMENTS:

All bids should be calculated per the plans and the notes for each category of work, published at [www.habitatstcharles.org/submit-a-bid/](http://www.habitatstcharles.org/submit-a-bid/). Bids must include separate amounts for optional items needed for the basement level bathroom and bedroom. Please note that, some categories require bids for the entire building, while other categories bids are required per unit.

A completed and signed General Bid Form should be returned, along with your itemized bid in the format typically used by your company.

## QUESTIONS:

All questions or clarifications regarding plan details or requirements should be directed to:

Tony Bradbury, Director of Construction for HFHSCC.

[tony@habitatstcharles.org](mailto:tony@habitatstcharles.org)

636-288-2138

## TERMS & CONDITIONS

1. HFHSCC reserves the right to reject any or all bids.
2. Bids must be valid for 30 days after submission.
3. BILLING: Invoices will be accepted for payment by email ([construction@habitatstcharles.org](mailto:construction@habitatstcharles.org)) fax (636-387-0447) or mail.
4. BILLING TERMS: Invoices must reflect a minimum of 30-day net payment terms.
5. PAYMENTS: Contractors and Suppliers must provide fully executed releases of liens (in a format provided by HFHSCC), partial or full, for the specific work or materials being billed for. Contractors that provide both material and labor will be subject to 10% retention of payment held until such time as material waivers from contractor's supplier(s) are provided to HFHSCC.



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## PROJECT: Haven Pointe – Building #1

Please complete, sign, and return all pages of the General Bid Form along with your company’s itemized proposal to:

Email: [construction@habitatstcharles.org](mailto:construction@habitatstcharles.org)

Fax: 636-387-0447

Mail/In person: 2041 Trade Center Drive  
St. Peters, MO 63376

Each bid should be calculated using the project drawings titled “Haven Pointe – Building #1” as published at [www.habitatstcharles.org](http://www.habitatstcharles.org) along with the specific requirements noted below for each category. Please indicate the price PER UNIT in the bid amount boxes below.

Please Enter Your Company’s Name >>>	
CONCRETE / FOUNDATION - Bid for entire building	BID AMOUNT: \$
	Bid for the entire building per project drawings
	Include digging of short walls for frost protection
	Do NOT include nailers
CONCRETE / FLATWORK - Bid per unit	BID AMOUNT: \$
	Provide square foot price for grading, cut and pouring of walks & driveways.
	Do NOT include rock (to be provided by HFHSCC)
ELECTRICAL - Bid for entire building and per unit	BID AMOUNT: \$
Bid for entire building	
	Meter base for underground service for separate triple unit at 101 (unit A) and a triple meter at 111 (unit F)
Bid per Unit	
	200 amp service (HFHSCC to supply panel & breakers)
	Switched outlet for disposal (do not include disposal hook up)
	Outlet for dishwasher (do not include dishwasher hook up)



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of St. Charles Center		Bedrooms: Brace & wire for fans (do not include installing fans in bid); install light fixtures only (light fixtures to be supplied by HFHSCC)
		Family Room: Brace & wire for fan (do not include installing fans in bid); install light fixtures only (light fixtures to be supplied by HFHSCC)
		Dining: Brace & wire for fan (do not include installing fans in bid); install light fixtures only (light fixtures to be supplied by HFHSCC)
		Wiring and outlet for electric range
		Wiring and outlet for hood in cabinet above range
		Wiring and outlet for electric dryer
		Wiring for electric furnace
		Wiring for electric water heater
		INCLUDE SEPARATE PRICES FOR OPTIONAL BASEMENT BATHROOM AND BEDROOM
HVAC - Bid per unit		BID AMOUNT: \$
		Electric high efficiency furnace
		16 SEER air conditioner (or equivalent)
		Insulated duct work for supply & return air
		Programmable thermostat
		Dryer vent from laundry room to wall vent
		Pan for washing machine on second floor with drain
		Registers & cold air covers to be supplied and installed by HFHSCC
		INCLUDE SEPARATE PRICES FOR OPTIONAL BASEMENT BATHROOM AND BEDROOM
PLUMBING - Bid per unit		BID AMOUNT: \$
1	60" acrylic / fiberglass white tub / shower units	
2	1.6 Mansfield toilets with elongated bowl & seats	
1	50 gallon electric water heater with expansion tank – high efficiency	
2	Frost proof hose bib	
	Washer and dryer hookup	
1	Kitchen faucet – chrome Moen lever handle w/ side sprayer	
2	Lavatory faucet – chrome Moen	
1	Tub/shower trim – chrome Moen	



# GENERAL BID FORM

of St. Charles		PVC drain lines
		PEX water lines
		Provide drain line for washing machine from 2 <sup>nd</sup> floor to the basement
		Sinks to be supplied & installed by HFHSCC
		Do not include dishwasher hook up or garbage disposal
		Drain and water connections to be installed inside the foundation.
		INCLUDE SEPARATE PRICES FOR OPTIONAL BASEMENT BATHROOM AND BEDROOM
STEEL - Bid per unit		BID AMOUNT: \$
		Per project drawings
DRYWALL MATERIALS - Bid per unit		BID AMOUNT: \$
40 Sheets	4' x 12' 5/8" Fire Rated Type X drywall	
54 Sheets	4' x 12' 1/2" regular gypsum drywall	
9 Sheets	4' x 8' 1/2" regular gypsum drywall	
8 Sheets	4' x 10' 1/2" water/mold resistant drywall	
30 Lb	1 1/4" coarse drywall screws	
200 Lb	All purpose mud	
35 Gallons	Lite mud	
2500 LF	Joint tape	
DRYWALL TAPING – Bid per unit		BID AMOUNT: \$
		Finish tape all rooms
		Finish tape closets
		Fire tape garage
		Drywall mud and tape to be supplied by HFHSCC
		INCLUDE SEPARATE PRICES FOR OPTIONAL BASEMENT BATHROOM AND BEDROOM



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GUTTERS & DOWNSPOUTS - Bid per unit		BID AMOUNT: \$
	White aluminum	
INSULATION - Bid per unit		BID AMOUNT: \$
	Wall Insulation – Material Only	
	R-19 batts in all exterior walls	
50	Cardboard baffles 22 ½" wide	
	Attic Insulation – Labor & Materials	
	R-49 blown insulation	
	INCLUDE SEPARATE PRICES FOR OPTIONAL BASEMENT BATHROOM AND BEDROOM	
LUMBER - Bid per unit		BID AMOUNT: \$
	INCLUDE SEPARATE PRICES FOR OPTIONAL BASEMENT BATHROOM AND BEDROOM	
MILLWORK - Bid per unit		BID AMOUNT: \$
Interior Doors:		
	Pre-hung	
	6 Panel, primed, wood grain	
	Hollow core	
	Standard hinges	
	2 ¼" primed casing	
Trim:		
	3 ¼" primed, finger joint, colonial base	
	2 ¼" primed casing for all exterior doors and sill skirts	
	Primed 1" x 8" finger jointed for window sills	
	Handrail and brackets for basement and second floor	
	INCLUDE SEPARATE PRICES FOR OPTIONAL BASEMENT BATHROOM AND BEDROOM	



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EXTERIOR DOORS - Bid per unit		BID AMOUNT: \$
Front entry door:		
	6 panel steel pre-hung door –with glass	
	Double bore	
	Adjustable sill	
	Standard hinges	
	7 9/16" jamb	
Garage entry door:		
	Fire rated door per plans	
Deck entry door:		
	Full light steel pre-hung door	
	Double bore	
	Adjustable sill	
	Standard hinges	
	7 9/16" jamb	
Patio Entry Door:		
	Vinyl Slider Door	
	Do NOT include exterior shutters	
GARAGE DOOR – Bid per unit		BID AMOUNT: \$
	Uninsulated door with keyed lock handle	
	Do not include opener	
SIDING - Bid for entire building		BID AMOUNT: \$
	Per project drawings	
STONE SIDING - Bid for entire building		BID AMOUNT: \$
	Affinity Stone Siding (manufactured stone) per project drawings	



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of St. Charles Include 9 light blocks	
TRUSSES - Bid for entire building	BID AMOUNT: \$
Per project drawings	
WINDOWS - Bid per unit	BID AMOUNT: \$
White vinyl, double hung	
Low E glass	
Rated for climate zone 4	
U-factor of 0.32 or better	
Include screen for windows	
Include grids for front window only	





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<input type="checkbox"/> YES	<input type="checkbox"/> NO	Contractor/Supplier agrees to payment terms, without discounts, of no less than 30 days.
<input type="checkbox"/> YES	<input type="checkbox"/> NO	Contractor/Supplier agrees to discounted payment terms of ___% if paid within ___ days.
<input type="checkbox"/> YES	<input type="checkbox"/> NO	Contractor/Supplier agrees to furnish a current Certificate of Insurance.
<input type="checkbox"/> YES	<input type="checkbox"/> NO	Contractor/Supplier agrees to provide a W9.
<input type="checkbox"/> YES	<input type="checkbox"/> NO	Contractor/Supplier will require a FORM 5060 Project Exemption Certificate.
<input type="checkbox"/> YES	<input type="checkbox"/> NO	Contractor/Supplier agrees to provide lien waivers (and materials waivers when applicable).
<input type="checkbox"/> YES	<input type="checkbox"/> NO	HFHSCC's Construction Manager will not accept documents in the field. Contractor/Supplier agrees to forward all documents (invoices, lien waivers, etc.) as follows: Email: <a href="mailto:construction@habitatstcharles.org">construction@habitatstcharles.org</a> Fax: 636-387-0447 Mail: 2041 Trade Center Drive St. Peters, MO 63376
Bid Submitted By:		
Date:		
Email Address:		
Phone Number:		