

HABITAT FOR HUMANITY OF ST. CHARLES COUNTY

2041 Trade Center Drive • St. Peters, MO 63376 • www.habitatstcharles.org

Bid Opportunity

PROJECT: HAVEN POINTE – BUILDING #2

Habitat for Humanity of St. Charles County (HFHSCC) is pleased to announce bid opportunities for Building #2 at the Haven Pointe subdivision in Wentzville, MO. The building will consist of six townhomes and is expected to be completed this year. The project is located at 101 Haven Pointe Drive, Wentzville, MO 63385.

SECTION 1: BID OPPORTUNITY & PROGRAM BACKGROUND

Active Project Information

- **Project Name:** Haven Pointe – Building #2
- **Location:** 101 Haven Pointe Drive, Wentzville, MO 63385
- **Project Scope:** Construction of six (6) multi-family townhomes to be completed within the current calendar year.

Mission Statement & Identity

Habitat for Humanity of St. Charles County (HFHSCC) is a nonprofit ecumenical Christian housing ministry working in partnership with families in need to improve their living conditions. Through the generosity of donors who contribute funds, materials, and volunteer labor, we help future homeowners purchase decent, affordable housing. Our homeowner partners invest hundreds of hours of sweat equity into building their homes and the community.

Contractor & Supplier Involvement

While our volunteers and future homeowners contribute valuable sweat equity on-site, HFHSCC requires the specialized services of licensed subcontractors to perform professional trade work. This typically includes plumbing, HVAC, electrical, concrete, sewer, drywall finishing, and roofing. We also offer competitive bid opportunities to local vendors for building materials and supplies.

- **No Used Materials:** Contractors will not be provided with, nor required to install, used building materials.
- **Independent Labor:** Contractors will not be provided with, nor required to manage, volunteer labor. All standard professional work should be calculated using your normal commercial labor rates.

Bid Evaluation & Partnership Incentives

Because HFHSCC relies heavily on community donations and resources, multiple factors are considered when awarding contracts. In addition to base pricing and trade references, priority consideration is given to bidders who offer:

- **Early Payment Discounts:** Terms less than Net 30.
- **Philanthropic Partnerships:** Tax-deductible donations of labor or materials, clearly itemized on the bid submittal form.
- **Scheduling Flexibility:** Willingness to coordinate with Habitat's unique construction timelines.

Successful bidders will be included in HFHSCC promotion and community recognition campaigns, including job site signage, ReStore displays, and social media/press releases.

SECTION 2: SUBMISSION DETAILS & REQUIREMENTS

Deadlines & Delivery

Please submit your completed bids to the HFHSCC office as soon as possible. Foundations are scheduled to be poured in **mid-August**. Proposals may be submitted via email, fax, mail, or in person:

Email: construction@habitatstcharles.org
Fax: 636-387-0447
Mail: Habitat for Humanity of St. Charles County
2041 Trade Center Drive
St. Peters, MO 63376

Project Estimating Rules

1. **Plan Compliance:** All bids must be calculated precisely according to the project drawings and category notes published at www.habitatstcharles.org/bidourbuilds.
2. **Optional Items:** Bids must include separate, clearly defined line items for optional build features located in the basement-level bathroom and bedroom.
3. **Pricing Units:** Please note that specific trades require a lump-sum bid for the entire building, while other scopes require pricing calculated per individual unit.
4. **Form Submittal:** A completed, signed copy of this **General Bid Form** must be returned alongside your company's standard itemized proposal format.

Questions & Technical Clarifications

All questions or clarifications regarding plan details or requirements should be directed to Tony Bradbury, Director of Construction for HFHSCC, at tony@habitatstcharles.org or 636-288-2138.

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

SECTION 3: STANDARD TERMS & CONDITIONS

1. **Right of Rejection:** HFHSCC reserves the right to reject any or all bids, or to waive informalities in the bidding process.
2. **Bid Validity:** All submitted proposals must remain firm and valid for a minimum of thirty (30) days following the date of submission.
3. **Invoicing Procedures:** All project invoices must be submitted digitally to construction@habitatstcharles.org, via fax to 636-387-0447, or mailed directly to the main office.
4. **Payment Terms:** Standard payment terms require a minimum of Net 30 days.
5. **Lien Waivers:** Prior to payment release, all contractors and suppliers must provide fully executed partial or full releases of liens using the official HFHSCC format.
6. **Retainage Policy:** Subcontractors providing both labor and materials are subject to a **10% retainage**. This retention will be held until corresponding material lien waivers from the contractor's material suppliers are delivered and verified by HFHSCC.

General Bid Form
PROJECT: HAVEN POINTE – BUILDING #2

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

Email	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 #2," as published at 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.

Company Name	
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Concrete / Foundation — Bid for Entire Building	
• Bid for the entire building per project drawings. • Include digging of short walls for frost protection. • Do include nailers.	BID AMOUNT \$ _____

Concrete / Flatwork — Bid per Unit	
• Provide a square-foot price for grading, cutting, and pouring of walks and driveways. • Do NOT include rock (to be provided by HFHSCC).	BID AMOUNT \$ _____

Electrical — Bid for Entire Building and per Unit

Bid for entire building:

- Meter base for underground service will be split to a three gain meter base attached at either end of building. Center unit to be fed from each end. Contractor to supply steel sleeve at party walls.

Bid per unit:

- 200-amp service (HFHSCC to supply panel & breakers).
- Switched outlet for disposal.
- Outlet for dishwasher.
- Bedrooms: brace & wire for fans (do not include installing fans in bid); install light fixtures only (fixtures supplied by HFHSCC).
- Family room: brace & wire for fan (do not include installing fan in bid); install light fixture only (fixture supplied by HFHSCC).
- Dining room: brace & wire for fan (do not include installing fan in bid); install light fixture only (fixture supplied by HFHSCC).
- Wiring and outlet for electric range.
- Wiring and outlet for for microwave hood above range.
- Wiring and outlet for electric dryer.
- Wiring for electric furnace.
- Wiring for electric water heater.

Include separate pricing for the optional basement bathroom and bedroom.

BID AMOUNT

\$

HVAC — Bid per Unit

- Electric high-efficiency furnace.
- 16 SEER air conditioner (or equivalent).
- Insulated ductwork for supply & return air and attic space.
- Programmable thermostat.
- Dryer vent from laundry room to wall vent.
- Pan for second-floor washing machine, with drain.
- Supply Registers & cold-air covers.

Include separate pricing for the optional basement bathroom and bedroom.

BID AMOUNT

\$

Plumbing — Bid per Unit

- 1: 60" acrylic/fiberglass white tub/shower unit.
- 2: 1.6 Mansfield toilets with elongated bowl & seats.
- 1: 50-gallon electric water heater with expansion tank — high efficiency.
- 2: Frost-proof hose bibs.
- Washer and dryer hookup.
- 1: Kitchen faucet — chrome Moen lever handle w/ side sprayer.
- 2: Lavatory faucets — chrome Moen.
- 1: Tub/shower trim — chrome Moen.
- PVC drain lines.
- PEX water lines.
- Provided drain line for washing machine from 2nd floor to the basement.
- Sink to be supplied & installed by HFHSCC.
- Include dishwasher hookup or garbage disposal.
- Sewer and water connections to be installed inside the foundation.

Include separate pricing for the optional basement bathroom and bedroom.

BID AMOUNT

\$

Steel — Bid per Unit

- Per project drawings.

BID AMOUNT

\$

Drywall Materials — Bid per Unit

- 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.
- 2,500 LF: joint tape.

Include separate pricing for the optional basement bathroom and bedroom.

BID AMOUNT

\$

Drywall Taping — Bid per Unit

- Finish tape all rooms.
- Finish tape closets.
- Finish tape garage.
- Drywall mud and tape to be supplied by HFHSCC.

Include separate pricing for the optional basement bathroom and bedroom.

BID AMOUNT

\$

Gutters & Downspouts — Bid per Unit

- White aluminum.

BID AMOUNT

\$

Insulation — Bid per Unit

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 pricing for the optional basement bathroom and bedroom.

BID AMOUNT

\$

Lumber — Bid per Unit

Include separate pricing for the optional basement bathroom and bedroom.

BID AMOUNT

\$

Millwork — Bid per Unit

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 pricing for the optional basement bathroom and bedroom.

BID AMOUNT

\$

Exterior Doors — Bid per Unit

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.

BID AMOUNT

\$

Garage Door — Bid per Unit

- Uninsulated door with keyed lock handle.
- Do not include opener.

BID AMOUNT

\$ _____

Siding — Bid for Entire Building

- Per project drawings.

BID AMOUNT

\$ _____

Stone Siding — Bid for Entire Building

- Affinity Stone Siding (manufactured stone) per project drawings.
- Include 9 light blocks.

BID AMOUNT

\$ _____

Trusses — Bid for Entire Building

- Per project drawings.

BID AMOUNT

\$ _____

Windows — Bid per Unit

- White vinyl, double-hung.
- Low-E glass.
- Rated for climate zone 4.
- U-factor of 0.32 or better.
- Include screens for windows.
- Include grids for front window only.

BID AMOUNT

\$ _____

CONTRACTOR / SUPPLIER ACKNOWLEDGMENTS

☐ Yes ☐ No	Contractor/Supplier agrees to payment terms, without discounts, of no less than 30 days.
☐ Yes ☐ No	Contractor/Supplier agrees to discounted payment terms of ____% if paid within ____ days.
☐ Yes ☐ No	Contractor/Supplier agrees to furnish a current Certificate of Insurance.
☐ Yes ☐ No	Contractor/Supplier agrees to provide a W-9.
☐ Yes ☐ No	Contractor/Supplier will require a Form 5060 Project Exemption Certificate.
☐ Yes ☐ No	Contractor/Supplier agrees to provide lien waivers (and material waivers when applicable).

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	construction@habitatstcharles.org
Fax	636-387-0447
Mail	2041 Trade Center Drive, St. Peters, MO 63376

SIGNATURE

Bid Submitted By:

Date:

Email Address:

Phone Number:
