

**Instructions to Bidders
Supplementary Material to the Construction Documents**

PROJECT NAME: Ware Cove LLC
LOCATION: 6688 L's Island, Gloucester, VA 23061
CONTRACT NO. FEMA-4401-DR-VA-0014
ISSUE DATE: ___March 27th_____, 2024
Pre-Construction Meeting _ April 8th_____, 2024, 1:00 P.M.
Held at 6688 L's Island, Gloucester, VA 23061

DUE DATE/TIME: ___April 23rd_____, 2024, 3:00 P.M.

CONSTRUCTION POINT OF CONTACT: Ashley Chriscoe, Chairman
Middle Peninsula Planning District
Commission
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**CONSTRUCTION ALTERNATE
POINT OF CONTACT:** Jackie Rickards, Special Projects Planner
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Commission
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DESIGN FIRM: Balzer and Associates (Engineering)
DESIGN POINT OF CONTACT: Kate Goodman
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**HOUSE PLANS:
DESIGN PROJECT MANAGER/POINT
OF CONTACT:** David DiSpirito
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**OWNER:
OWNER POINT OF CONTACT:** Ware Cove LLC
Lisa Lawrence, Ware Cove LLC Director
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PROJECT DESCRIPTION:

The project includes the construction of a new, elevated flood compliant residential structure located at 6688 L's Island, Gloucester, VA 23061. The construction will be conducted in accordance with the house plan dated May 2023 prepared by David DiSpirito of Homesite, with engineering provided by Balzer and Associates; Instructions to Bidders including all Appendices, and these Supplemental Materials including the Addendum to this document.

For Socioeconomic Contractor bids, as described in more detail in the "Instructions to Bidders," the following groupings are provided to permit bidding for smaller tasks or quantities.

GROUP 1

Inclusive of all related work for turnkey equivalent based on house plans and engineering for:

- Foundation block and footings only (homeowner has paid for and coordinated piling install per plans),
- All Framing,
- Complete Exterior Finish,
- Major System Rough-ins based on house plans and engineering for:

See section #13 of this document for items purchased by owner.

Foundation

- Excavation, Foundation, Concrete, Block and Backfill
- Pilings (homeowner has paid for and coordinated piling install per plans)
- Other

Framing

- Framing (including roof)
- Trusses (if not included above)
- Sheathing (if not included above)
- General Metal, Steel
- Other

Exterior Finishes

- Exterior Wall Finish
- Roofing
- Windows and Doors
- Other

Major Systems Rough-ins

- Plumbing (except fixtures)
- Electrical (except fixtures)
- HVAC
- Other

GROUP 2

Inclusive of all related work for turnkey equivalent based on house plans and engineering for:

Interior Finishes

- Insulation
- Drywall
- Interior Trims, Doors, and Mirrors
- Painting
- Lighting
- Cabinets,
- Countertops
- Appliances (owner to provide refrigerator, slide-in range, wall oven, dishwasher, washer, dryer)
- Flooring
- Plumbing Fixtures
- Tile (owner to provide)
- Fireplace
- Other

PERMITS

Prior to commencing construction work, Contractor will, at its own expense, obtain all necessary building and other permits required by federal, state and local authorities.

PAYMENT OF CONTRACTOR

Payment for work completed will be made upon submission of an invoice by the contractor and based upon the completion of work consistent with the milestones outlined in the schedule of construction and confirmation that the work was completed and approved by the permitting entity. The invoice will be paid no later than 45 days from the time of verification of completion of the work. Payment will be made to the contractor by MPPDC in accordance with reimbursement terms of funding.

INSURANCE

The contractor shall maintain such insurance of the type and for the time period required by MPPDC's Standard Terms and Conditions Appendix D of the Instructions to Bidders. A copy of the insurance policy to be supplied to the owner's representative at the time of award of the contract.

MOBILIZATION/DEMOBILIZATION

The contractor will be responsible for maintaining the construction site in a clean and orderly fashion. The contractor will dispose of all construction waste in accordance with local permitting and requirements. The contractor shall have a construction waste container on site during the construction period.

SCOPE OF WORK

SITE WORK

Contractor will ensure the home site is left clean and tidy for any and all work associated with bid(s).

CONSTRUCTION REQUIREMENTS AND STANDARDS

Builder is responsible for all construction and physical development as specified in this document and for conforming with all plans, designs, and specifications as part of this bid opportunity.

1. General Conditions

1.1-1.3 reserved

- 1.4. All requirements and standards must be included in a **FIRM FIXED CONSTRUCTION PRICE** submitted by Builder with Proposal/Bid and shall become part of a **NO-LIEN CONSTRUCTION AGREEMENT** between MPPDC and Builder. Builder may not assign construction agreement to another party.
- 1.5 Contractor shall review and consider additional information provided by the owner specifically denoted by house floor level and specific room found in Section 14 of this document titled Special and General Homeowner House Specifications and addendum containing owner obtained cost estimates for certain quoted items to be included or appropriate substitute.
- 1.6. Homeowner shall select interior and exterior color schemes including, but not limited to, such items as paint, roofing, siding, trim, accents, and flooring within the range of choices provided for in Builder's plans and specifications submitted with Proposal/Bid. Builder shall deliver samples for such selections to the Homeowner.
- 1.7. Builder shall consult with, and have approval from, Homeowner as to style and material choice before ordering or installing any item for which options or a range of selections are available in Builder's submitted plans and specifications.
- 1.8. Builder shall provide MPPDC a detailed list of all individuals and entities that have a contract with Builder to perform any portion of work at the site ("Subcontractor"), including names, addresses, Federal ID numbers, and dollar amount of subcontracts, with or prior to submission of final progress draw request.
- 1.9. Final payment will only occur after Builder and MPPDC sign the Certificate of Completion.
- 2.0 Builder shall follow required items included in the "Gloucester Building Dept Items.PDF" included with the bid documents.

Work Specifications

- 1.10. Builder is responsible for exact measurements, materials, material quantities, and labor needed for bidding purposes except for owner supplied materials contained in section 13. Bids must include all labor and materials to complete the job in a workmanship-like manner.
- 1.11. All costs to complete the Work described in these specifications and included on any drawings or plans should be included in these line items. Any scope of work Builder does not believe is covered but is needed for a workman-like completion of the Work, should be discussed with MPPDC before submitting a Proposal/bid.
- 1.12. All materials used are to be new, of first quality and without defects, except in the case of repurposed, salvaged, or recycled materials used in finishes, trim, etc., which have been approved by MPPDC.
- 1.13. Contractor change orders are for unforeseen circumstances or substantial changes to the Scope of Work only. All reasonable costs to complete the Work in the manner outlined in this document and submitted with Builder's Proposal/Bid are assumed to be included in the original contract.
- 1.14. MPPDC and applicable inspectors must approve all change orders before additional Work is started.
- 1.15. Builder is MPPDC "partner in the field" and Builder will work closely with MPPDC and homeowner to resolve any defects in materials or workmanship. Builder agrees to remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within one year from final payment.
- 1.16. Builder must be Class A Contractor.
- 1.17. Electricity shall remain in builders name during the construction period and remain so until a Certificate of Completion is approved.
- 1.18. Builder must apply for, and obtain, all required Permits. Builder must comply with all rules of the permitting process as established by Gloucester County and Commonwealth of Virginia.
- 1.19. All work shall be performed in the manner outlined by the Department of Housing and Community Development Statewide Building Code and comply with any and all applicable Federal, State and local Codes and Ordinances.
- 1.20. Builder to provide all relevant home warranty information. Builder to assemble and collect applicable warranty information for all products installed by Builder. Such warranty information to be provided to MPPDC at final inspection.

2. Site Work

- 2.1. MPPDC to provide qualified Site/Survey. Survey provider will provide staking of such footprint according to Engineer drawings. Homeowner is responsible for reviewing and approving staking house location for pilings to be driven on the lot per approved plat plan. Prior to cutting driven pilings, builder shall confirm base-flood elevation with Gloucester County flood plain administrator and surveyor. Builder is responsible for replacing any pilings cut at an incorrect elevation.
- 2.2. Builder is responsible for provision of drainage information and obtaining needed building permits. Builder shall provide final grade and seeding (if needed) to achieve positive drainage away from structure and conform to approved stormwater management, erosion and sediment control requirements.
- 2.3. The builder will endeavor to retain existing sidewalks, any damage to sidewalks will be repaired when project is complete.
- 2.4. Builder will ensure area around foundation pilings is level, with minor grade to ensure no standing water under elevated home when construction is complete.
- 2.3. Property shall be kept free of debris during the construction process.
- 2.4. After construction, final/finish grading of site required. Seeding and straw as necessary.

3. Piling Foundation and Concrete

- 3.1. Homeowner shall use driven pilings per plan specifications and engineering requirements. Pilings are estimated to be 45ft in length. Homeowner is responsible for ensuring that crane and delivery of pilings to work site is possible.
- 3.2. Builder shall provide footer according to plan specifications, including rebar reinforcement if required for small enclosed ground floor area. Builder shall follow FEMA flood construction requirements.
- 3.2. Front steps at entries should connect, if possible, to existing concrete sidewalks with a min. of a 3' x 3' landing at front entry.
- 3.3. A wooden stoop or small deck may be substituted at other entry with the approval of MPPDC.
- 3.4. Builder shall repair or replace any damaged existing concrete sidewalks from construction activity.

4. Masonry

- 4.1. Concrete blocks (CMU) are required for small ground floor entry area. Builder shall follow FEMA Flood construction standards.
- 4.2. Builder is responsible for footer inspection by Gloucester County Code Compliance inspector.
- 4.3. Builder is to ensure elevator shaft is built to design (including drainage and communication) and Gloucester County Codes Compliance Building Code.
- 4.4. Family room fireplace facade to be faced with antique bricks from project site per house plans. Builder to work with homeowner on final specifications.

5. Wood and Plastics

- 5.1. Builder is to supply and install a pressure treated sill plate per code (including sill sealer etc. as required). Builder shall supply a letter to MPPDC that such lumber was in fact installed.
- 5.2. All framing to be done per code and must be inspected by Gloucester County code compliance inspector prior to gypsum wallboard (drywall) installation. Roof covering (metal or shingles to be addressed in bid response)
- 5.3. Craftsman-style trim package shall include paint grade wood trim throughout entire house, **excluding closets**. All base trim to be a min. of 3-1/2" in height and all door/window casing to be a min. of 2 3/4" wide. All windows are to have a wood sill with return. All interiors are to have a minimum of 5" craftsman-style crosshead trim.
- 5.4. All windows and doors shall have exterior trim to create a positive protrusion beyond siding; Installed and caulked to be weatherproof. All fascia/gutter boards are to be wood with vinyl or aluminum wrap, or of a composite/fiber-cement material if called for.
- 5.5. All exterior steps with three or more risers shall have a handrail per code. Front and rear steps shall be composite decking material to match the deck. Contractor to provide quote options for cable railing or vinyl for deck and exterior stair handrail.
- 5.6. Porch columns shall be per house plans, primed, painted or wrapped to match color scheme.
- 5.7. Builder shall provide and install wooden rods and simple wooden shelving (minimum of 12 inch deep) in all closets except the master bath walk-in closet in which builder shall provide allowance for purchase of basic closet design for closet storage system from Easy Closets (see addendum) or equivalent 3/4 composite board closet. Builder shall provide and install a wooden shelf over the washer and dryer area and appropriate wooden shelving in any linen closets (minimum of 12 inch deep).

- 5.8. All bathrooms receiving tile floors shall have appropriate underlayment installed per manufacturer's specifications. Master bath to have electric heated floors less closet and shower.
- 5.9. Builder shall incorporate simple antique handrail into interior stairway, to be provided by owner. Owner also has antique wooden doors to be installed in several locations. Builder to work with homeowner on final specifications.

6. Thermal and Moisture Protection

- 6.1. Builder to provide foam insulation in attic per plan drawing, alternatively builder can provide estimate for R-30 insulation in attic. A minimum of R-13 insulation at all exterior wall connections.
- 6.2. House shall have solid sheathing (OSB or plywood) on all exterior walls per building code. All exterior walls shall have either a Tyvek-style air barrier or fanfold insulation installed per manufacturer's specifications prior to siding installation.
- 6.3. Builder shall install fire stop/caulk as required by code at all penetrations throughout house.
- 6.4. Builder to provide estimate cost for metal roof, and 30-year architectural shingles both to with appropriate vents for roof. Owner shall select the preferred roof type. Shingle style and color selection by owner. Builder to install roof "boots" as required at all roof penetrations.
- 6.5. Builder to provide vinyl options and install vinyl siding on first floor and vinyl or vinyl shaker siding on second floor. Homeowner to approve color and brand.

7. Doors and Windows

- 7.1. Builder to provide Craftsman-style selections or allowance for front door with sidelights and transom per house plans. Door to be selected by homeowner. The front door to be outfitted with smart keyless lock system. Builder to provide lock options or allowance to homeowner.
- 7.2. Remaining exterior door to be prefinished, metal- or vinyl-clad, insulated doors to be outfitted with smart keyless lock system. Builder to provide lock options or allowance to homeowner. If locks also have keys, ground level and front door locks to be keyed alike. Builder to provide color/style option that match/ complement exterior color scheme and owner to select color/style.
- 7.3. Remaining exterior doors shall be provided by builder according to plan specifications. Builder to provide door handles and lock options as needed.

- 7.4. Interior wooden doors per plans of craftsman style with locksets to be provided by owner for antique wooden doors used.
- 7.5. Install antique door(s) Builder to work with homeowner on final specifications
- 7.6. Builder will install windows quoted by homeowner in addendum to this document for locations per plan per code and shall be for new construction. Builder may substitute windows of equivalent standard to Anderson. Casement or double hung can be proposed. All bedroom windows shall meet egress requirements by code. Windows installed in bathrooms shall be clear glass and tempered where required.

8. Interior Finishes

- 8.1. Builder shall provide homeowner with a choice of Craftsman-style wooden doors and locksets for doors not antique.
- 8.2. Install ½” gypsum wallboard (drywall) on all walls and ceilings. Drywall and ceiling to be smooth finished, including closets. Water-resistant drywall to be used where appropriate in all bathrooms.
- 8.3. All plumbing fixtures (faucets, sinks, toilets, bathtubs, showers, showerheads, garbage disposal) to be per the homeowner’s selection or equivalent as included in addendum.
- 8.4. Paint shall be Sherwin Williams or equivalent in the colors and sheen where identified. All other areas shall be white eggshell or satin sheen.
- 8.5. Owner to provide tile for flooring for all bathrooms and laundry room.
- 8.6. All other areas receive eucalyptus wide solid flooring (see cost estimate addendum to this document) installed per manufacture’s specification.
- 8.7. Builder to provide water softener (in the well house), in-line whole-house water filter (in the well house), and electric on-demand water heater (in laundry room).

9. Specialties

- 9.1. All bathrooms fixtures per addendum or equivalent. Fixtures shall be securely attached to framing members. Builder to provide allowance for all bathroom mirrors.
- 9.2. All full bathrooms to be hardwired for lighted vanity mirrors.

10. Furnishings

- 10.1. Kitchen cabinets and countertops per cost estimate addendum to this document or equivalent.

- 10.2. Master bathroom double vanity cabinet and countertop per addendum.
- 10.3 All countertops and backsplashes shall be neatly caulked at wall conditions.

11. Mechanical

- 11.1. All water supply lines shall be appropriately-sized copper or PVC piping, with ball type, “1/4 turn” shut-off valves accessible at all plumbing fixtures. A main shut-off for the entire house shall be conveniently located in the laundry room with a full-flow ball type shut-off valve.
- 11.2. All plumbing fixtures (faucets, sinks, toilets, bathtubs, showers, showerheads, garbage disposal) to be per the homeowner’s selection see cost estimate addendum to this document or equivalent.
- 11.3. Builder to install an electric OnDemand water heater, as required by code.
- 11.4. Gas lines shall be run to all required appliances in house.
- 11.5. Builder shall include in total price the cost of plumbing necessary for hooking existing gravity fed septic system to new house.

HVAC

- 11.7. Elevated per FEMA, Builder to supply and install a separate HVAC system with programmable thermostat on each floor. HVAC shall be of appropriate size with 14 SEER at a minimum. Shall have rigid/metal duct supplies with return air ducts at each room. Any duct work installed under the house shall not be below FEMA required flood elevation levels per code. Consult with Gloucester Couty prior to cutting driven pilings to ensure ample height or alternative HVAC duct work location shall be proposed.
- 11.8. Builder to provide allowances for, and install, a gas fireplace in family room and a small gas fireplace in master bedroom per plan. Appropriate venting required per code.

12. Electrical

- 12.1. Builder to wire house to current Gloucester County Code.
- 12.2. Builder to wire house for back-up propane generator.
- 12.3. Builder to install lights and switches according to building plan, including owner provided kitchen pendant lights.
- 12.4. Builder to provide allowances for, and install, ceiling fan light fixtures in family room and each bedroom. All other ceiling lights per plan.

- 12.5. Builder to provide allowances for, and install, 3 exterior ceiling fan light fixtures on covered decks per house plans.
- 12.6. Builder to provide one exhaust fan/light combination fixture in each bathroom.
- 12.7. Builder to provide allowance for, and install, mounted light fixture over vanity in each bathroom.
- 12.8. Builder to provide a doorbell at front entry to the house.
- 12.9. Builder to provide allowance for, and install, exterior porch lights.
- 12.10. Builder to provide and install flood lights under house as per plans.
- 12.11. Builder to provide anything else related to electrical.

13. Restatement of Owner Provided Items

- 13.1. Builder to Install owner provided washer dryer
- 13.2. Builder to Install owner provided dishwasher
- 13.3. Builder to Install owner provided kitchen sink
- 13.4. Builder to Install owner provided garbage disposal
- 13.5. Builder to Install owner provided refrigerator
- 13.6. Builder to Install owner provided antique door and handrail(s)
- 13.7. Builder to install owner provided TV over fire place
- 13.8. Builder to install owner provided tile flooring, tile for walls, and backsplash

14. Special and General Homeowner House Specifications

***For items TBD, contractor shall provide a cost allotment for homeowner selection**

*** For question of style, Craftsman**

*** Paint Sherwin William or comparable alternate**

MAIN FLOOR

Kitchen & Butler Pantry

Cabinets & countertops – KraftMaid cabinets (color: Serenity Lovers, Dove White uppers) and Stonemark Quartz (Perla White) per Home Depot custom design. Door style TBD, currently listed as Thornton for place holder.

Drawer pulls TBD

33” apron front sink with garbage disposal

Kitchen faucet TBD

Appliances provided by homeowners:

- o Slide-in gas range
- o Refrigerator w/water dispenser & ice maker
- o Dishwasher
- o Electric wall oven (butler’s pantry)

Pendant lights (3 above island, 1 above sink) provided by homeowners

Flooring Ambient Eucalyptus

Kitchen backsplash: white subway tile from countertop to upper cabinets to be provided by homeowner. No tile in butler’s pantry

Wall color: Sherwin Williams (SW) Greek Villa

Utility Room

Tile flooring supplied by homeowner

Washer & dryer supplied by homeowner

On-demand electric water heater

Utility tub and faucet per Southern Plumbing quote

Wall color: Sherwin Williams Greek Villa

Family Room

Flooring Ambient Eucalyptus

Wall color: Front door wall – SW Greek Villa; Fireplace & water view walls – SW Sea Salt

Fireplace wall mount reclaimed brick around gas fireplace

Gas fireplace & mantel TBD

Ceiling fan & light combo TBD

TV (provided by home owner) mounted above mantel

First Floor Hallway & Stairway

Flooring Ambient Eucalyptus

Wall color: SW Greek Villa

Stair tread & railing style TBD

Half Bath

Tile flooring supplied by homeowner

Wall color: SW Greek Villa

Vanity, sink, mirror & vanity lights TBD

Toilet, faucet & towel racks per Southern Plumbing

Master Bedroom

Flooring Ambient Eucalyptus

Wall color: Fireplace wall: SW Natural Linen, all other walls: SW Greek Villa

Gas fireplace TBD

Walk-in closet: rods & wood shelf above

Master Bath

Flooring, shower walls & shower bench: limestone tile supplied by home owner with non-enhancing impregnating sealer

Shower floor: stone tile supplied by homeowner with non-enhancing impregnating sealer

Shower bench

Glass shower door minimum thickness 3/8" TBD

Vanity & counter top per Home Depot design

Sinks & vanity lighting TBD

Lighted vanity mirrors hardwired TBD

Toilet, bidet seat & plumbing fixtures, towel racks per Southern Plumbing quote

Wall above vanity tiled with glass tile provided by homeowner

Wall color: SW Greek Villa

Master closet outfitted with Easy Closet modular closet components of drawers and rods.

SECOND FLOOR

Bedroom #2

Flooring Ambient Eucalyptus

Wall color: SW Topsail

Bedroom #2 Closet & Closet Entryway

Flooring Ambient Eucalyptus

Wall color: SW Greek Villa

Closet rods & wood shelves

Ceiling fan/light combo TBD

Bedroom #2 Ensuite Bath (Full Bath #2)

Flooring: limestone tile supplied by homeowner with non-enhancing impregnating sealer

Shower floor: stone tile supplied by homeowner with non-enhancing impregnating sealer

Shower walls: Glass mosaic tile provided by homeowner

Glass shower door minimum thickness ¼" TBD

Vanity, sink, hardwired lighted mirror & vanity lights TBD

Toilet, faucet & towel racks per Southern Plumbing

Wall color: SW Greek Villa

Full Bath #3

Flooring: limestone tile supplied by homeowner with non-enhancing impregnating sealer

Shower walls: glass tile provided by homeowner

Semi-frameless or frameless glass shower door minimum thickness ¼” TBD

Vanity, sink, hardwired lighted mirror & vanity lights TBD

Tub, Toilet, faucet & towel racks per Southern Plumbing

Wall color: SW Greek Villa

Bedroom #3

Flooring Ambient Eucalyptus

Wall color: Long wall facing water - SW Needlepoint Navy; other walls – SW Greek Villa

Closet: rod & wood shelf

Ceiling fan/light combo TBD

Loft

Flooring Ambient Eucalyptus

Wall color: SW Natural Linen

Stair railing TBD

EXTERIOR

Outdoor lights TBD

Outdoor ceiling fans TBD

Composite decking

Cable railing

Addendum Cost Estimates

Attachments include cost estimates received to date coded by Section #. 44 Pages (Addendum to_Supp Mat_Inst.pdf)