



HOUSING REPAIR

I. PURPOSE

- A. The Town of Princeville is in search of licensed contractors to complete the work of several housing repair projects within the Town.

II. BONDING AND INSURANCE

A. Prior to signing of contract, the Contractor agrees to furnish the Town of Princeville with all applicable certificates of insurance. The history of Contractor's business and three business references within the past three years are also to be included in the packet submission.

B. Contractor will indemnify the Town of Princeville and hold it harmless from and against all claims, actions, damages, liability, and expense in connection with loss of life, personal injury, or damage to property arising from or out of the service, occasioned wholly or in part by any act or omission of Contractor or Contractor's agents, subcontractors, or employees. Contractor's indemnity obligations hereunder shall survive the expiration or earlier termination of this Contract.

III. PAYMENT

A. Invoices shall be submitted in a timely manner. Upon receipt of invoices, the Town will inspect all completed work within 5 business days. Thereafter, invoices will be honored within 10 business days.

B. The Town will visit the site to confirm that the work has been completed before payment is rendered. The Town may withhold payment or final payment for reasons including, but not limited to the following: unsatisfactory work performance or progress, defective work, disputed work, failure to comply with material provisions of the contract, third party claims filed or reasonable evidence that a claim will be filed or other reasonable cause.

IV. ACCOUNTABILITY

A. The Contractor shall adhere to the agreed upon time frame contained in this agreement unless mutually agreed upon in writing. Beyond inspection of the households, it is the Contractor’s responsibility to sustain communication with the Town as needed.

V. TIME FRAME

A. The work for this project is anticipated to begin on or before June 1, 2023, by 12pm. Mobilization, if warranted, will start at least 72 hours prior to the official work execution and the location must be approved by the Public Works Director and/or the Town Manager. It is expected that this project will be completed in its entirety on or before September 1, 2023. If there is inclement weather and/or other unforeseen challenges, the contractor may request Town approval for a 30–60-day grace period to complete the project. Unless otherwise agreed upon in writing, contractors will adhere to the project schedule. The Town reserves the right to terminate the contract at any time and especially if timelines are not met.

VI. THE FOLLOWING HOUSEHOLD REPAIRS ARE NEEDED

C-1: shed built over front deck rebuilt one window board replaced	C-2: handicap ramp, outside replace doorstep
C-3: A/C & Heating unit	C-4: walk in shower, replace windows, replace doors
C-5: Siding, windows	C-6: new roof, A frame, boards around house
C-7: flooring throughout I the home back steps and porch fixed/painted carpet replacement, barn repair or replacement, storm window replacement	C-8: Need Roof
C-9: needs metal roof with gutters, bathroom renovation including floors and walk in shower, 1 bedroom floor replacement -subfloor& carpet	C-10: insulation, floors bathrooms
C-11: HVAC unit, replacement of duct, raising of unit, back porch steps, / foundation railing replacement, kitchen cabinets replacement (bottom cabinets) especially	C-12: cabinets need to be replaced, back door, frame and door need to be replaced, kitchen sink needs work
C-13: roof painted, (mobile coated) barn painted, front porch (deck and roof) steps	C-14: HVAC and air handling unit, GFC, receptacle checking wiring inside, outside and under house duct work under house
C-15: Roof foundation, ceiling work	C-16: replace porch boards and steps, roof and shingle replacement, replacement of 2 windows.

C-17: heating furnace and air condition system lifted off the ground, pull downstairs for attic, larger porch on back	C-18: repair bathroom floor and tub shower installation porch repair to railing and complete shelter to porch
C-19: roof, make both bathrooms handicap accessible	C-20: gutter and side panel need to be repaired or replaced (Back porch), wooden steps
C-21 needs AC unit insulation and walls and plumbing work	C-22: brick repairs, vinyl siding repairs, facial board repair needs 2 storm doors (front and back)
C-23: Roof, back deck, storm doors	C-24: roofing, windows heat & air
C-25: roof, kitchen cabinets, ramp	C-26: citizen is requesting reimbursement for repairs for paid for because she waited so long for the Town's help
C-27: front porch, cabinets, backdoor/threshold, kitchen floor	C-28: all floors, whole roof shingles need replacing, paint interior and exterior
C-29: Roof home underpinning, (bricks) floors	C-30: N/A
C-31: replace windows/HVAC replacement, repair ceiling, repair under sink:	C-32: roof, back steps, front porch
C-33: roof, subflooring walls, ceiling, outside work around windows	C-34: front porch needs to be replaced, back porch needs to be replaced, cabinet work in kitchen
C-35: kitchen floor, cabinets, bathroom	C-36: bathrooms, front porch, windows

VII. **RETURN RFQ:** The Town of Princeville 201 S Main Street Princeville, NC 27886, or email to gknight@townofprinceville.com. Please put in the subject heading RFQ Repairs. All questions can be addressed by calling (252) 823-1057 or sending an email to the above email address on or before 5/12/2023 by 12pm (noon). From the Q&A, an addendum will be made and placed on the Town's webpage on 5/15/2023. All quotes must be submitted on or before May 22, 2023, by 12pm (noon). It is the contractor's responsibility to use package tracking if mailing and or email confirmation if electronic. NO EXCEPTIONS.

Total-\$ _____

Name (Print): _____ (Contractor)

Signature: _____

Name (Print): _____ (Town Official)

Signature: _____

Address: _____

City/State: _____ ZIP _____

Telephone: (_____) _____

Email: _____