

BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION

February 6, 2014

To Interested Home Improvement Contractor:

The Buffalo Erie Niagara Land Improvement Corporation (BENLIC) is soliciting bids on certain improvements to a single family residential structure located at 39 Fowler Street in the Town of Tonawanda. BENLIC recently secured ownership of the property through the Erie County auction of tax foreclosed properties. The Corporation is desirous of undertaking those improvements described in this packet. Said improvements will bring the house to a condition where it is attractive to a future purchaser willing to continue the renovation process.

Enclosed please find the following:

1. Attachment A : Location Map
2. Attachment B : Minimum Insurance Requirements
3. Attachment C : Work Write Up
4. Attachment D : Itemized Bid Sheet

Your response to this solicitation must include the following:

1. Evidence of insurance coverage noted in Attachment B.
2. A minimum of three references from owners of similar single-family houses where improvements were undertaken of comparable scope. See Attachment C.
3. Itemized bid inclusive of those items noted on Attachment C. Please use the Itemized Bid Form included as Attachment D.
4. Estimated time required to complete said work.
5. Evidence of lead-based paint certification and any other specialized certifications.
6. A list of any subcontractors that shall perform work as part of the engagement, including the type of work to be performed.

BENLIC shall evaluate each submittal relative to the bid amounts received, references, time schedule, and other facts submitted in response to this solicitation. Pursuant to the Procurement Policy established by BENLIC, the award shall go to the lowest bidder who, in the opinion of the Corporation, is qualified to perform the work required and who is responsible and reliable.

All responses should be received no later than 4:00 PM on March 7, 2014. Responses may be submitted either electronically, by facsimile, or mail.

One copy of the response shall be sent to the following address:

Buffalo Erie Niagara Land Improvement Corporation
C/o Del Costello, Erie County Senior Housing Inspector
Erie County Department of Environment and Planning
95 Franklin Street, 10th Floor
Buffalo, NY 14202

E-mail: Delmas.Costello@erie.gov
Fax Number: (716) 858-7248

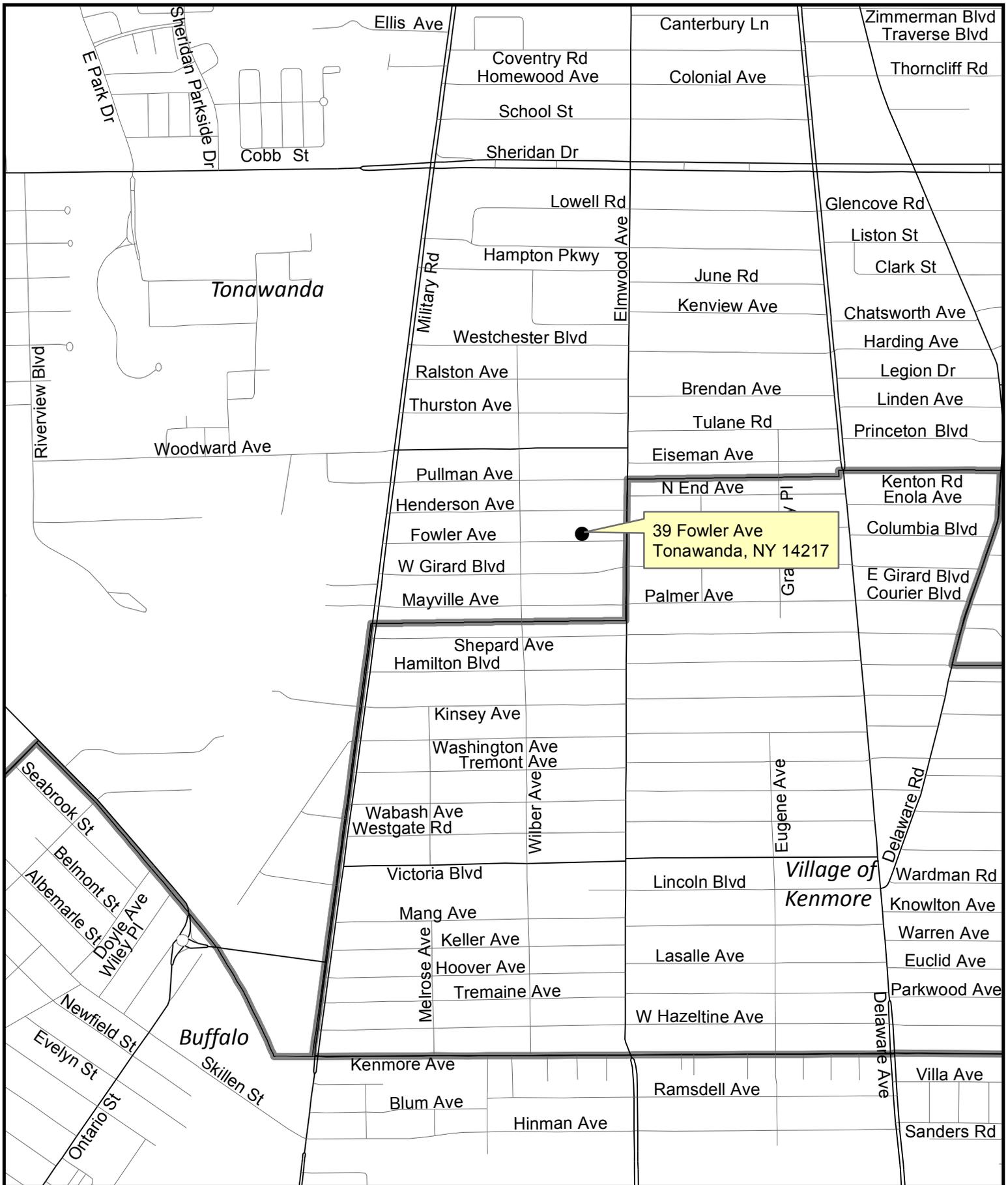
In the event you are interested in responding to this bid request, please contact the aforementioned Del Costello to arrange entry to the structure. He is also the point of contact should you have additional questions.

Thank you for your interest in this request.

Very truly yours,

MARIA R. WHYTE
Chairperson
BENLIC

Cc: Thomas J. Dearing



**Attachment A
Location Map**

**39 Fowler Avenue
Tonawanda NY 14217**

ATTACHMENT B

Minimum Insurance Requirements and Indemnification

- A. The CONTRACTOR shall carry or require that there be carried full and complete Workmen's Compensation Insurance for all of his employees and those of his subcontractors engaged in work on the contract premises, in accordance with local and state laws governing the same. Public liability insurance including contractual liability, products and completed operations shall be in the amount of \$300,000. Automobile liability insurance shall also be carried by the CONTRACTOR and his subcontractors engaged in work for the PROPERTY OWNER.

- B. Prior to commencing work hereunder, the CONTRACTOR shall furnish evidence of such coverage to the Department for its approval. Proof of such coverage shall be submitted to the Department. The PROPERTY OWNER and BENLIC shall be named as additional insureds on the CONTRACTOR'S comprehensive general liability policy.

- C. The CONTRACTOR agrees to defend, hold harmless and indemnify the PROPERTY OWNER, and BENLIC, their officers and employees, from and against all claims, loss and expense resulting from the CONTRACTOR'S operations or from work performed, material handled and services rendered by the CONTRACTOR under this Agreement.

ATTACHMENT C

WORK WRITE UP
39 FOWLER AVENUE
KENMORE, NY 14217

**Contractor to obtain all necessary permits and forward copies of same to:
BENLIC c/o Erie County Dept. of Environment & Planning
95 Franklin St. 10th Floor
Buffalo, NY 14202**

1. CLEAN OUT

Clean out entire premises of all garbage and refuse. Property to be completely emptied and all rubbish is to be removed from the site in a legal manner. Free standing wood stove is to remain, as is the existing furnace, hot water tank and electrical service panel and cover. Existing stove, refrigerator, washer and dryer, if on site, are to be removed from premises.

2. BASEMENT WALLS

Remove east and west basement walls down to first course of block. Rebuild walls using 8" smooth block, with vertical reinforcement using #4 rebar at minimum 48" on center. Rebar to be installed vertically within 12" of any opening (windows) in the foundation wall. Exterior is to be properly parged or waterproofed as per NYS Code. Drainage system also to be included as required by NYS Code. Also include 4 glass block windows with vents. (one dryer vent also). Basement floor also to be repoured where needed and finished uniformly. Exterior concrete on each side of house is to be repaired as needed.

ATTACHMENT D

CONTRACTOR'S ITEMIZED BID SHEET
ADDRESS: 39 FOWLER AVENUE, KENMORE

PERMIT REQ.	ITEM #	ITEM NAME	PRICE
	1	CLEAN OUT	
	2	BASEMENT WALLS	
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		
	11		
	12		
	13		
	14		
	15		
	16		

Contractor _____

Date _____