

## INSTRUCTIONS TO BIDDERS

Mail or deliver this entire completed bid package in a sealed envelope to be received no later than 2:00 P.M. on June 17, 2022

TO: Town of Watertown  
Town Manager's Office  
61 Echo Lake Road  
Watertown, CT 06795

To be noted on the outside of the envelope:

DO NOT OPEN UNTIL 2:00 P.M. on June 17, 2022

Project # 153-PI-24  
Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779

Mandatory pre-bid conference  
10:00 AM on June 3, 2022

96 Eaton Street  
Oakville, CT

All interested contractors are required to attend.

Note: Contractor is to submit the entire bid package and any addendum issued. All bids must be filled in completely. It is suggested that the contractor retain a copy of the entire bid package.

All bids shall remain in effect for forty-five (45) calendar days after the receipt of bids.

CONTRACTOR'S BUSINESS NAME: \_\_\_\_\_

AN AFFIRMATIVE ACTION/ EQUAL OPPORTUNITY EMPLOYER  
WBE/ SBE/ MBE & SECTION 3 DESIGNATED BUSINESSES  
ARE ENCOURAGED TO APPLY



Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24

## GENERAL CONDITIONS

OWNER: Maryellen Lattanzio  
ADDRESS: 96 Eaton Street  
Oakville, CT 06779

PROJECT: 153-PI-24

1. The Contractor, unless otherwise specified, shall provide all labor, materials, tools, equipment, and related items, and pay all necessary taxes, fees, and permit costs necessary to complete all of the work as detailed on the attached scope of work.
2. All rehabilitation, alterations and repairs shall be performed in accordance with applicable Building codes. All electrical, heating, and plumbing work shall be performed in accordance with applicable Building codes. Before commencing work, contractors and/or subcontractors shall obtain all necessary permits. Contractor shall provide copies of required permit(s) and sign off from the respective authority having jurisdiction to the Owner & Program Manager prior to any payment.
3. The Contractor certifies and acknowledges that he has familiarized himself with the requirements of the specifications and understands the extent and nature of the work specified here within. That he has inspected the premises and given full attention to all areas in which he will become specifically involved and has familiarize himself with the conditions relating to and affecting the work and his bid.
4. The selected Contractor must, prior to contract signing, supply the Town of Watertown and the Owner & Program Manager with the original certificates of insurance for general liability, auto liability, and worker's compensation, as applicable. General liability insurance shall be a broad form contractual endorsement with minimum limits of one million (\$1,000,000.00) dollars per occurrence for bodily injury and five hundred thousand (\$500,000.00) dollars per occurrence for property damage. Auto Liability insurance shall cover hired and non-hired autos in accordance with State law. Workers' Compensation Insurance shall have a minimum limit of one hundred thousand (\$100,000.00) dollars for each accident. The Contractor shall indemnify and save harmless the Owner and the Town of Watertown under these policies. The contractor shall name the Owner (Maryellen Lattanzio), the Town of Watertown and A&E Services Group LLC as additional insured as their interests may appear on the General Liability Insurance.
5. The selected Contractor and all subcontractors are required to have a Dun & Bradstreet (DUN's) number and Commercial and Government Entity Code (CAGE) as a condition of contract award. If a business does not have a DUNS and CAGE registration, they will have thirty (30) days to obtain them or forfeit the award.  
These numbers can be obtained from the following websites:  
Duns & Bradstreet: <http://fedgov.dnb.com/webform>  
Central Contracting Registration: <https://www.sam.gov/portal/SAM/#1>



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6. The Owner may cancel this contract by \_\_\_\_\_ and not be liable to the Contractor or the Municipality. Should the Owner opt to cancel they must sign and send the attached cancellation notice, see Attachment A, to the Contractor, otherwise the Owner shall issue a Notice to proceed authorizing the contractor to commence with the proposed improvements. Should the Notice to Proceed not be issued prior to 10 consecutive calendar days from the date of the expiration date of the right to cancel then the Contract will become Null and void.
7. The Contractor shall commence work under this contract prior to \_\_\_\_\_ and complete the work by \_\_\_\_\_.
8. The Contractor and Owner agree that all services offered by the Municipality and A&E Services Group, LLC. (Hereinafter referred to as the "Program Manager"), which may affect the Contractor and Owner, are offered to facilitate the project implementation and applicable program compliance. The Contractor and Owner agree to, upon review and acceptance of such services provided, indemnify, defend, save and hold harmless the Municipality and Project Manager, their officers, agents and employees from and against any and all damage, liability, loss, expense, judgment or deficiency of any nature whatsoever (including, without limitation, reasonable attorney's fees and other costs and expenses incident to any suit, action or proceeding) incurred or sustained by Municipality or Project Manager which shall arise out of or result from Project Manager's actions performed in good faith of services pursuant to the Professional Services Contract. The Contractor and Owner agree that the Project Manager shall not be liable to the Contractor or Owner, its heirs, successors or assigns, for any act performed within the duties and scope of employment pursuant to Professional Services Contract.
9. All materials shall be new and of acceptable quality to what is specified. The property Owner shall select all colors for materials. All work performed, and materials utilized must be performed and installed in accordance with the applicable manufacturer's latest instructions and specifications. If there is a conflict between the specifications and manufacturer's installation instruction, the manufacturer's installation instructions shall prevail.
10. All work shall be neat and accurate and done in a manner in accordance with customary trade practices.
11. All manufacturers' warranties are to be extended to the property Owner free and clear of all liens.
12. The Contractor shall provide a written warranty and guarantee for labor and materials for a one (1) year period from the date of the Certificate of Completion. This guarantee shall be in addition to and not in limitation of, in lieu of, or modify any other guarantee that is due the property Owner from any manufacturer. See enclosed sample letter of warranty and guarantee.
13. The Contractor shall repair or replace all work, materials, and equipment which are found to be defective during the construction and guarantee period. Repair shall include any damage

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- to surrounding work caused by the failure and/or necessary for the repair or replacement of the defect. All repairs and replacements shall be performed at no additional expense to the Owner and shall be completed prior to final payment.
14. The Contractor shall be responsible and take all necessary measures and precautions to protect and safe keeping of the surroundings from damage occurring due to the performance of their work. If such damage occurs, it will be repaired by the Contractor at no cost to the Owner. All on-site maintenance relating to the performance of the work shall be the responsibility of the Contractor until the Certificate of Completion is issued. The project shall be maintained in a habitable and safe condition daily if the project is to remain occupied
  15. The Contractor shall be responsible to remove and lawfully dispose of all debris resulting from his work in accordance applicable laws and regulations unless otherwise specified.
  16. The Contractor shall reinstall any accessories removed while performing the work.
  17. No changes shall be made to the contracts scope of work by either the Owner or Contractor without the written consent of the Project Manager. Any approved change in the scope of work will not commence until a written change order is processed and fully executed by the property Owner, Contractor, and the Program Manager. Any work performed without a fully executed change order may not be eligible for payment.
  18. The Contractor may request a maximum of \_\_progress payments. Payments will be made only for work completed, inspected, and approved by the local authority having jurisdiction over the work, the Owner, and Program Manager. The Contractor's request shall be in the form of an itemized bill, made to the Owner, for the portion of work completed to date. No payment will be made for materials stored on site. Payment requests shall be accompanied by a fully executed Lien Waiver, on a form provided by the Program Manager or other documentation, satisfactory to the Program Manager and Owner. The Contractor shall be responsible for obtaining the signatures and presenting them upon final payment.
  19. Working hours shall be Monday – Friday 8:00 AM – 5:00 PM. Unless otherwise agreed to by the Owner. The Owner shall be responsible to make the property available to the Contractor during these hours. If the Owner is not available during these hours, they shall appoint someone to be there as their representative.
  20. If the Contractor is delayed at any time in the progress of the work by any act or neglect of the Owner, or by changes ordered in the work or by labor disputes, fire, unusual delay in delivery of materials, transportation, adverse weather conditions not reasonably anticipatable, unavoidable casualties, or any causes beyond the Contractor's control, or by delay authorized by the Owner pending dispute resolution or by any other cause which justifies the delay, the contract time shall be extended by Change Order for such reasonable time as may be agreed upon by all parties. It shall be the responsibility of the Contractor to request and document in writing the reasons for such extensions within three (3) calendar days of the occurrence.

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21. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, or if the Contractor does not commence or pursue the work as hereinafter stated within the contract period, then the Owner shall have the right to terminate this agreement and to hire a successor Contractor to perform the remaining work. Any such termination shall be by certified mail to the Contractor to the address noted in this agreement and shall be effective as of the date of mailing.
22. In the event of termination payments by the Owner to the original contractor and successor contractor shall be as follows:

The successor Contractor shall first be paid and then the terminated Contractor. Payments to the terminated Contractor shall be limited to those funds remaining after payment to the successor Contractor but shall not exceed the value of the work performed by the terminated Contractor. Should the total cost for work performed by the successor contractor under this contract exceed the amount stated in this agreement due to the Contractors termination, then the Owner shall have a cause of action against the terminated Contractor for any such additional cost.
23. All claims or disputes between the Owner and Contractor arising out of or related to the work shall be resolved by the Program Manager, Town Representative and Local Code Official. It is understood and agreed by the parties hereto that neither party will institute any form of legal action, including, but not limited to, attaching the assets of the other party, unless and until it has made a good faith attempt to have the dispute resolved in accordance with the provisions of this Section. Noncompliance with the condition's precedent constitutes a waiver of the right to assert said claim.
24. The Contractor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual preference, national origin, or mental or physical disability during the performance of this agreement. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship, without regard to their race, color, creed, religion, sex, sexual preference, national origin or mental or physical disability. This provision will be inserted in all subcontracts for work covered by this agreement.
25. In the event of the Contractor's noncompliance with this equal opportunity clause or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further contracts in accordance with procedures authorized in Presidential Executive Order 11246, or by rule, regulations, or order of the Secretary of Labor or as provided by law.
26. The premises herein shall be occupied during the construction work.

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27. No officer, employee or member of the Governing Body of the Town of Watertown shall have any financial interest, direct or indirect, in this contract or the proceeds of this loan.
28. The Owner and/or Town retains the right to reject any or all bids or any part of any bid in part or in whole if deemed to be in the best interest of the Owner and/or Town.
29. Substitutions of materials from that specified are only allowed on an approved/equal basis. The Contractor must submit written documentation of the substitute item or material for approval by the Owner and Program prior to making such substitution. Any items or material substituted by the Contractor without prior written approval of the Owner and Program will at Contractor's expense be replaced if it is determined not to be equal to the item or material specified. Any surrounding, adjoining, or dependent items affected by replacement of unequal substituted material shall also be replaced, reworked, and reinstalled at no cost to the Owner.
30. Bids shall contain prices for general categories of work and/or items as specified on the attached sheet. In the event of a discrepancy between prices listed in the specifications and those on the cost summary sheet, the prices listed in the specification for that section shall prevail. In the case of a mathematical error by the Contractor, the correct sum of the individual line items in the specifications (not in the cost summary) shall be the Contractor's bid.
31. All bids shall remain in effect for forty-five (45) calendar days.
32. The Owner will supply all necessary power required by the Contractor at no additional cost to complete his work. Power shall be limited to the use of existing outlets and shall not exceed the existing capacity of the system. Power required over the capacity of the existing electrical system shall be the responsibility of the Contractor. Heating during construction shall be supplied by the owner.
33. Any and all rehabilitation work under this Agreement will comply with the requirements of the Federal Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4831) which prohibits the use of lead-based paint in residential structures constructed or rehabilitated with Federal Assistance in any form.

The construction or rehabilitation of residential structures receiving assistance under this contract is subject to the final regulations "Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally owned Residential Property and Housing Receiving Federal Assistance". The regulation is at 24 CFR Part 35. It implements sections 1012 and 1013 of the Residential Lead-Based Paint Hazard Reduction Act of 1992, Title X, of the Housing and Community Development Act of 1992. Sections 1012 and 1013 amend the Lead-Based Paint Poisoning Prevention Act of 1971.

The Owner shall have sole responsibility for assuring that his property conforms to the Lead-Based Paint Removal Requirements and neither the Municipality or Program Manager



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shall assume any liability whatsoever as a result of identifying volatile levels of Lead-Based Paint or its removal.

The Contractor shall adhere strictly to the provisions of the "Lead-Based Paint Poisoning Prevention Act". Specifically, the Contractor will not utilize lead-based paint as a finish or undercoat or any other use in or out of residential dwellings funded in whole and/or part by the Federal Government.

34. The specifications are complimentary. The Contractor is responsible for estimating all work described in the specifications. All work is to be included in the bid summary sheet by appropriate line item. The contract will only be awarded to general Contractors bidding on ALL line items.

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### **GENERAL CONSTRUCTION NOTES**

1. The Contractor shall perform the work to accommodate to the greatest extent reasonable the normal use of the premises by the Owner during the construction period.
2. It is the Owners intention to proceed with the dwelling occupied during the entire construction project. Coordinate with the Owner in all construction operations to minimize conflict, and to facilitate the Owner usage of the dwelling, parking, and access to the building. Working hours are Monday – Friday, 8:00 AM – 5:00 PM unless otherwise agreed to by the Owner.
3. The Contractor shall maintain containment within the work area when performing lead-based paint reduction activities as required, until such time as clearance is received.
4. The Contractor shall coordinate any and all short-term interruptions or shutdowns with the Owner prior to commencing.
5. The Contractor shall take every precaution to ensure the safety of the occupant(s) during all phases of construction. The Contractor shall to the greatest extent reasonable maintain a least one exit for access. Coordinate restrictions and closures with Owner.
6. The Contractor shall be responsible for protecting the dwelling and contents from weather and or physical damage during construction.
7. The Contractor shall be responsible for any damage caused to the building and or contents caused by lack of said protection to the dwelling or contents until completion of the contract at no additional cost to the Owner.
8. The Contactor will be responsible for the movement of the owner's furnishings as required to facilitate the proposed work The Owner is responsible for the movement and safe keeping of valuable personal items and kick-knacks.
9. The Contractor shall assume full responsibility for the protection and safekeeping of his materials and products under this Contract stored on the site. The Contractor shall move any stored products under the Contractor's control which interfere with operations of the Owner.
10. Plants, shrubs, and lawn areas are to be protected from damage and debris. Repair and/ or replacement of all damage to existing landscaping shall be done at no additional cost to the Owner.

### **Project Meetings**

1. The selected Contractor shall attend a contract signing and pre-construction meeting as scheduled by the Owner and Project Manager.
2. The selected Contractor shall attend periodic job meetings during the course of construction, on site, as required.

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**Product and Execution**

1. Workers shall be experienced and skillful in performing the work assigned to them.
2. Contractor shall verify critical dimensions, operations, and functions in the field before ordering or fabricating items which must fit adjoining construction. The Contractor shall verify all existing conditions and dimensions prior to the work. Any and all discrepancies shall be reported to the Owner and Project Manager prior to ordering any materials or performing the work.
3. The Contractor shall follow manufacturer's instructions for assembly, installation, and product adjustment. In the event of conflicting specifications, the specifications of the manufacturer shall prevail.
4. The Contractor shall notify the Owner and Project Manager, within 24 hours of discovery, in the event unforeseen circumstances. If the work is deemed additional or extra by the Project Manager then a change order will be negotiated, executed, and authorized by the Contractor, Owner and Project Manager prior to the commencement of the work. Any work performed prior to the execution of a change order may not be considered for payment.
5. The specifications do not attempt to detail every task and procedure required to perform the work in full. The Contractor shall perform the work as required to complete the work in a professional manner using customary trade practices and standard work practices.

**Removal of Debris and Site Maintenance**

1. The contractor shall include in their bid the cost of removal of job-related debris and lawful disposal of said debris.
2. The Contractor shall coordinate with the Owner for the placement of trash containers, if necessary, prior to the start of demolition.
3. The Contractor shall be responsible for the daily clean up and maintenance of the site.
4. The Owner shall not place anything in the dumpster without prior approval from the Contractor.

**Material Delivery, Storage and Handling**

1. The Contractor shall determine and comply with manufacturer's recommendation on product handling, storage installation and protection.
2. Products shall be delivered to the job site in their manufacturers' original containers, with labels intact and legible. Do not deliver materials to job site until they can be properly protected.
3. Maintain packaged materials with seals unbroken and labels intact until time of use.
4. The Owner and or Project Manager may reject materials and products which do not bear identification satisfactory to the Owner or Project Manager.

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**Submittal**

The following list of submittals is for the convenience of all parties concerned it is not necessarily a complete list of all submittals required.

1. Submit the following before the start of work:
  - a. Copy of building permit.
  - b. Material submittals.
2. Submittals before Certificate of Completion and final payment.
  - a. Acceptance of work from local Building Official.
  - b. All warranty and guarantee information.
  - c. Signed and notarized lien waivers from first tier subcontractors and suppliers.
  - d. Dust wipes and clearance testing.
  - e. TCLP test results.

**Warranties and Guarantees**

1. The Contractor shall issue the Owner a written Notice of Guarantee after the date of receipt of Certificate of Completion. Submit to the Owner on letterhead in the following form:

Name of Project and date:

I/We, (FIRM NAME), hereby warrant, and guarantee workmanship on labor for the renovations performed at 96 Eaton Street, Oakville, CT 06779 as per contract signed on \_\_\_\_\_ for a period of ONE (1) YEAR from the date of the Certificate of Completion.

Signed

Dated

**End of Section**

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## **ROOFING**

### **General**

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all materials, labor, equipment, and services necessary, to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intention of this section of the specification includes but not limited to the following:

1. Remove and dispose of all roofing materials including wood shakes from the house, side entry, basement entry, and porches.
2. Remove and salvage siding on roof intersecting gables.
3. Install sheathing, asphaltic architectural, strip type shingles and materials including but not limited to metal rake and drip edging, leak barrier, shingle underlayment, ridge vents, plumbing boots, and flashings.

### **References**

1. ASTM D226 - Standard Specifications for Asphalt Saturated Organic Felt used in Roofing & Waterproofing.
2. ASTM D 3018 - Standard Specification for Class A Shingles Surfaced with Mineral Granules.
3. ASTM 3161 - Standard Test Method for Wind Resistance of Asphalt Shingles (Fan Induced Method).
4. ASTM 3462 - Standard Specification for Asphalt Shingles Made from Glass felt and Surfaced with Mineral Granules.
5. ASTM 4586 - Standard Specification for Asphalt Roof Cement, Asbestos Free.
6. ASTM D4869 - Standard Specification for Asphalt – Saturated Organic Felt Shingle Underlayment used in roofing.
7. ASTM D 6757 - Standard Specifications for Inorganic Underlayment for Use with Steep Slope Roofing.
8. ASTM E 108 - Standard Test Methods for Fire Tests of Roof Coverings.

### **Materials**

1. ½" x 4'x8' Oriented strand board (OSB).
2. Seam tape – As manufactured by 3M, Scotch or approved equal.

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3. Rake & Drip Edge – White aluminum rake & drip. Drip edge shall be 5" wide.
4. Leak Barrier – CertainTeed Diamond Deck, Elephant Skin synthetic roofing underlayment, GAF Weather Watch, Grace, or Harvey Titanium mineral surfaced leak barrier or approved equal.
5. Starter Shingles shall be manufactured by the shingle manufacturer.
6. Roof Shingles – shall be CertainTeed Landmark, GAF Timberline Shingles, TAMKO Heritage, laminated asphalt shingles or approved equal. Shingles shall carry Underwriter's Laboratories labels, UL® 790 Class A Fire Resistance, UL® 997, Wind Resistance and ASTM D3462. Shingles shall be Class A, strip type, self-sealing.
7. Hip and ridge shingles shall be as manufactured by the roofing shingles used.
8. Ridge Vent – CertainTeed Shingle Vent, GAF Cobra or approved equal.
9. Fasteners - Aluminum or galvanized sharp pointed conventional roofing nails with smooth shanks, minimum 3/8" diameter head and of sufficient length to penetrate 3/4" into solid decking or penetrate through sheathing. Provide 6 nails per full shingle. Staples are not acceptable.
10. Roof boots/ Flashing Vents - EPDM rubber-aluminum boots.
11. Flashing cement - trowel grade non-asbestos mineral- fibered roofing mastic ASTM D-2822 Type 1 and ASTM D-4586 Type 1, equivalent to Karnak.
12. Chimney flashing – Lead step and counter flashing.

#### **Siding Removal**

1. Remove and salvage for reinstallation siding on gable walls that adjoin roof as required to install leak barrier on gable wall.
2. Reinstall siding material upon completion of installation of roofing material.

#### **Shingle Removal**

1. Install and secure tarps to underside of rafters to prevent debris from entering attic space. Clean debris from within tarps and attic upon completion of roofing.
2. Remove and legally dispose of existing asphalt shingles, wood shakes and related roofing materials such as, but not limited to, gutters, underlayment, roof vents, plumbing boots, flashing materials, rake and drip edge, and fasteners from all roof sections of the house, side entry, basement entry, and porches.
3. Contractor shall be responsible for any water damage to the structure and to owners' property as a result of inadequate protection from the elements.
4. Removal work shall be done in a manner and by such means as is necessary to protect the buildings and surrounding areas from damage; to cause minimum interruption to activities; to avoid

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hazard or injury to persons or property during the entire construction project.

### **Preparation of Roof Deck**

1. Install ½" OSB sheathing on entire house, side entry, basement entry and porches have tongue & groove sheathing Fasten according to Connecticut Building Code.
2. All butt edge seams shall be centered on framing member with a minimum 32" off set.
3. Install seam tape on sheathing joints.
4. Install leak barrier two courses along all eaves. Leak barrier to extend on fascia boards. Install leak barrier prior to rake & drip edge. Install full coverage on the shed roof.
5. Install (18") eighteen-inch-wide strip of leak barrier along the rakes. Overlap and seal joints a minimum of 6".
6. Install a minimum of 18" x 18" piece of leak barrier around any roof penetrations such as vent, hoods, plumbing stacks etc.
7. Install leak barrier a from roof surface up on gable walls a minimum of 12".
8. Install full width of leak barrier centered in valleys.
9. Install new metal rake and drip edge on all rakes and eaves.
10. Install roofing underlayment over all roof decks to receive new roofing. Lap each course a minimum of 6" over lower course, and side lapping 4" at all joints.
11. Contractor to provide photographic evidence of underlayment installation and flashing details to Owner & Project Manager. Failure to provide photo documentation will result in removal of material to verify existence to the satisfaction of the Project Manager and Owner.

### **Shingle Roofing**

1. Install shingles per manufacturer's written instructions.
2. Install starter course along eaves per manufacturer's written instructions.
3. Apply six nails per full shingle. Fasten shingles at or below nailing line. Maintain six-inch (6") clearance from butt end of proceeding course with any fasteners. Install shingles to meet appropriate wind zone requirements per the building code.

### **Plumbing Vent & Roof Boot**

1. Install EPDM rubber-aluminum roof boot. Boot shall have soft rubber gasket and be sized to fit existing pipe.

### **Ridge Vent**

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1. Provide and install Cobra-Roll Vent or approved equal. Install ridge vent in accordance with manufacturer's installation instructions.
2. Provide and install Hip & Ridge Cap shingles of same color and manufacturer as shingles used on house, side entry, basement entry, and porches. Fasten with appropriately sized galvanized roofing nails.

**Chimney Repair**

1. Remove and dispose of existing step and counter flashing on the chimney.
2. Remove mortar from the joints a minimum of 1" in depth and remove crown.
3. Thoroughly wet chimney, mortar joints and tuck point with Portland cement-based mortar.
4. Form out and pour chimney crown. Extend the crown beyond the face of the brick on all sides and slope from center to edge.
5. Install lead step and counter flashing.
6. Install a new stainless-steel cap with screen.

**End of Section**

**Cost \$ \_\_\_\_\_**



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## **GUTTERS**

### **General**

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all materials, labor, equipment, and services necessary, to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intention of this section of the specification includes but not limited to the following:

1. Provide and install new seamless aluminum gutters and downspouts on all eaves of the house, side entry, basement entry, and porches.

### **Installation**

1. Remove and recycle to the greatest extent possible existing gutters and leaders.
2. Provide and install new aluminum seamless gutters on all eaves.
3. Fasten gutters with concealed brackets and all-weather screws as applicable. Fasten gutters maximum 32" O.C.
4. Gutter shall have a minimum wall thickness of .032. Gutters shall be pitched towards downspouts.
5. Install downspouts and leader pipes. Contractor shall duplicate downspout locations. Leader shall have a minimum wall thickness of .019. Leader pipe shall be fastened to the building every 8' using concealed brackets. Confirm locations of downspouts with Owner and Project Manager.
6. Color of gutters and leaders to be white.

### **Gutters Screens**

1. Gutters shall be cleaned and metal gutter guard such as Titian Aluminum K-Style gutter guards as manufactured by Amerimax Home Products. installed on all gutters upon completion of roofing work

## **End of Section**

Cost \$ \_\_\_\_\_

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## **DOORS & HARDWARE**

### **General**

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all material, labor, equipment, permits, taxes, and fees necessary, as required to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intent of the proposed work includes but not limited to the following:

1. Replace basement entry door and storm.

### **Steel Door Quality Standards**

1. Door - Doors shall be 1 ¾" thick, pre-hung, in swing, steel door(s) with .018 inch, (25 gauge) minimum thickness cold rolled steel, zinc coated, conversion –coated to permit paint bond. Door face shall be factory primed white.
2. Door Edges -Door edges shall be machinable kiln dried pine or engineered lumber, mechanically locked to door faces. Door bottom edge shall be moisture and decay resistant composite.
3. Lock Area - Lock area shall be reinforced with solid blocking for cylindrical locksets. Doors shall be bored for 2 ¾" backset for locksets.
4. Door Core - Door core shall be foamed in place polyurethane density of 1.9 pcf minimum.
5. Glazing – As specified.
6. Frames- frames shall be milled from 5/4" kiln-dried pine, profiled with ½" stop. Jamb depth shall be as required individual application. Exterior brickmould shall be WM180 pattern.
7. Sills – Sill shall be Mill Finish, Public Access Sills.
8. Hinges - Hinges shall be 4" x4"
9. Weather stripping - Weather stripping shall be foam filled compression weather-stripping.
10. Sweeps – In swing kerf applied - color Bronze.

### **Basement Entry Door Installation**

1. Remove and dispose of basement entry door, storm door, and all other material which would interfere with the installation of new doors including but not limited to jambs, threshold, casings, and kick plate.
2. Contractor shall inspect condition of rough opening and framing and notify owner and Project Manager of any adverse conditions effecting the installation of the new doors.

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3. Install new doors as shown in the Door Schedule shown below.
4. Install new doors plumb, level, and square in rough opening. Shim between jambs and rough opening and fasten with appropriately sized fasteners for rigid installation.
5. Install low expansion foam insulation between jamb and rough opening.
6. Install basement entry handset and dead bolt such as Schlage or approved equal. Locks shall be keyed alike. See model and finish as specified below. Defiant locksets are not acceptable.
7. Install finger jointed pine casing on interior of new doors. Glue and miter corners. Secure with appropriately sized fasteners for ridged installation. Finish new casings matching existing and adjacent trim.
8. Install white aluminum coil stock on exterior casing prior to storm door.
9. Paint all six exposed sides of the door with two coats of white paint.
10. Install storm door as specified below in accordance with the manufactures installation instructions.

**Door Schedule**

<i>Location</i>	<i>Entry Door</i>	<i>Size</i>	<i>Swing</i>	<i>Lockset</i>
Basement Entry Door	Jeld Wen flush steel door with no glass.	VIF	VIF	Schlage Flair keyed entry & single cylinder deadbolt. Satin Nickel finish.
<i>Location</i>	<i>Storm Door</i>	<i>Size</i>	<i>Swing</i>	<i>Lockset</i>
Basement Entry	Larson Savannah mid view white with retractable screen.	VIF	VIF	Standard

**End of Section**

**Cost \$ \_\_\_\_\_**

Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24

## **ELECTRICAL**

### **General**

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all material, labor, equipment, permits, taxes, and fees necessary, as required to perform and complete the work specified herein and or as required by job conditions.
2. All materials shall be UL listed. All new fixtures shall be Energy Star rated.
3. Any cutting and patching necessary to complete the work described below will be the responsibility of the Contractor.
4. The use of surface mounted wire mold is prohibited unless specifically noted.

### **Intent**

The intent of the proposed work shall include but not limited to the following:

1. Install wireless combination smoke / carbon monoxide detectors on each level.
2. Install new exhaust fan/light combination unit.

### **Smoke & Carbon Monoxide Detectors**

1. Install FIRST ALERT Model BRK-SC0500B, or approved equal wireless, interconnected combination smoke detector and carbon monoxide detectors on each level. Total of 3.

### **Bathroom Exhaust**

1. Install Broan Flex DC series bathroom exhaust fan Model AE50110DCL, with LED light and selectable CFM setting or approved equal. Vent to fresh air and equip with back draft damper. Contractor shall vent to fresh air.
2. Install an additional switch for the fan.

### **Bedroom Light/Fan**

1. Coordinate with other trades as required for the reinstallation of the existing overhead light and fan units in both bedrooms.
2. Install all circuitry and ceiling work box as required for the installation of the fixtures.

**End of Section**

**Cost \$\_\_\_\_\_**

Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24

## **WINDOWS**

### **General**

Work in this section shall be governed by the Contract Documents. Contractor shall provide all materials, labor, equipment, and services necessary, to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intention of this section of the specification includes but not limited to the following:

1. Install replacement style vinyl windows as specified in opening as listed below.

### **Manufacturers**

- a. Harvey Building Product. Waltham, MA 1-800-598-5400 [www.harveybp.com](http://www.harveybp.com) or approved equal.
- b. Mercury Excelum, East Windsor, CT 1-800-292-1802 [www.mercuryexcelum.com](http://www.mercuryexcelum.com) or approved equal.

### **Quality Assurance**

1. Provide window units independently tested and found to be in compliance with ANSI/AAMA/NWDA 101/I.S.2-97 and current A440-05 performance standards listed above.
2. Specified fenestration with the following characteristics:
  - a. U-Factor: Less than or equal to 0.27.
  - b. Solar Heat Gain Coefficient: Less than or equal to 0.5.
3. Code Compliance: Provide windows that are labeled in compliance with the jurisdiction having authority over the project.
4. Energy Star Rated - windows shall carry Energy Star Rating.

### **Vinyl Replacement Window Features**

1. Provide and install replacement windows as specified below.
2. Replacement windows shall be as specified regarding size, shape, operation, and features.
3. Window frames shall be nominal 0.070 inch (1.8mm) thick polyvinyl chloride (PVC) with miter cut and fusion welded corners. Contoured sash design shall be a nominal 0.070-inch (1.7mm) thickness with fusion welded corners. Color: White.
4. Glazing: Low E, 5/8-inch (22mm) nominal thickness, insulated glass units are silicone glazed with an exterior glazing bead.
5. Sash Balances: Block and tackle, complying with AAMA-902. Balance cords shall be anchored to locking terminal housings when the sash is tilted in.

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6. Weather Stripping: In compliance with AAMA 701.2.
7. Screens: Half screen, with extruded aluminum frame and 18" x 16" charcoal finished fiberglass mesh screening on double hung.
8. Grill work: No grills.

#### **Installation**

1. Remove and dispose of existing windows.
2. Replace any rotted exterior trim with like kind material.
3. Windows shall be trimmed with full sill coverage extending beyond new replacement window. Sills shall be installed first and cut formed and fitted in such a manner to provide a counter flashing for the casings to ensure positive water drainage. Casings shall be cut, formed, and fitted to the sill and extend onto the head casing. The head casing shall be installed last overlapping the side casings.
4. Provide and install windows in accordance with manufacturer's installation instructions. Install windows plumb, level and square so as to operate freely and latch securely.
5. Install spun fiberglass insulation within window header and under sill prior to installing window. Insulate between wooden window jambs and vinyl replacement window using low expansion foam insulation.
6. Apply full bead of caulking around perimeter of interior side of exterior window stops and sill. Set window into caulk bead and secure.
7. It is the contractor's responsibility to VIF all measurements.
8. Cover existing window trim with aluminum coil stock.

#### **Location & Window Type:**

##### ***Living Room***

- a. B- wall double hung- 2.
- b. D-wall double hung-2

**End of Section**

**Cost \$** \_\_\_\_\_

Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
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## **CARPENTRY**

### **General**

This specification includes all labor, material, taxes, and permits required to perform the flooring related work described below. All materials necessary to install flooring as required by the manufacturer are to be installed whether specified or not. All materials such as adhesives, etc., are to be of same manufacturer as flooring. Coordinate with the work of other trades specified elsewhere. No flooring work specified in this section is to be undertaken until all structural work, specified elsewhere, is complete.

### **Intent**

The intent of the proposed work includes but not limited to the following:

1. Remove and replace rotted fascia located on D-wall with pine.
2. Paint to match existing fascia.
3. Enclose the soffit with aluminum flat stock on the front porch. Color to be white.

**End of Section**

**Cost \$** \_\_\_\_\_

Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24

## **LANDSCAPING**

### **General**

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all material, labor, equipment, permits, taxes, and fees necessary, as required to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intent of the proposed work includes but not limited to the following:

1. Raise the grade along the B-wall foundation to prevent ponding water entering the basement.

### **Installation**

1. Remove existing patio block walkway and reuse.
2. Install loam in the depression along the foundation wall.
3. Grade with adequate pitch allowing water to shed away from the foundation.
4. Install existing patio block walkway.
5. Plant commercial grade grass seed and cover with straw.
6. Watering is the owner's responsibility.

**End of Section**

**Cost \$ \_\_\_\_\_**



Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24  
LEAD PAINT MITIGATION/ABATEMENT

### **General**

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all material, labor, equipment, permits, taxes, and fees necessary, as required to perform and complete the work specified herein and or as required by job conditions.

### **Intent**

The intent of the proposed work includes but not limited to the following:

1. Perform all work described in the attached Lead-Based Paint Inspection Risk Assessment Report.

### **Lead Hazards**

1. The Contractor will address all lead hazards listed in the enclosed Lead-Based Paint Inspection Risk Assessment Report.
2. The Contractor shall notify the local Health Department and Program Manager of the date on which work shall begin. Notification shall be in writing via standard post, fax, or e-mail.
3. If the total cost of the project exceeds \$25,000 the Contractor carrying out the work must comply with the licensing requirements established pursuant to Connecticut General Statute sections 20-474 through 20-476, and the Lead Licensure and Certification Regulations sections 20-478-1 through 20-478-2. The contractor carrying out the work must be licensed by the Connecticut Department of Public Health as a Licensed Lead Abatement Contractor. Employees carrying out the work must be certified as Lead Abatement Workers. At least one employee onsite must hold certification as a Lead Abatement Supervisor.
4. If the location of the rehabilitation project is the residence of a child under the age of six, then the Contractor carrying out the work must comply with the licensing and certification requirements described in paragraph A, above. The Contractor must also carry out lead abatement work, as described under the Lead Poisoning Prevention and Control Regulations section 19a-111-1 through 19a-111-11.
5. The Contractor shall not begin work until after they have notified the Local Health Department and Program Manager.
6. If the total cost of the project is under \$25,000 the contractor carrying out the work must comply with the requirements of the U.S. Environmental Protection Agency's (EPA) Renovation, Repair and Painting Rule (RRP Rule), as well as with HUD's Lead-Safe Work Practices requirements. The company or firm hired to carry out the work shall hold the credential of "EPA RRP Certified Firm." An individual representing that firm, must hold the credential of "EPA certified

Renovator." Workers onsite must be trained in lead-safe work practices. (Please note: Although the HUD Lead-Safe Work Practices requirements do not apply to projects that are below \$5,000, the EPA RRP Rule does apply to projects that cost less than \$5,000. Also, the EPA and HUD lead-safe work practices 'certifications' are not equivalent to the licensure and certification requirements

Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24  
of the Connecticut Department of Public Health.)

**Disposal**

1. The Contractor shall perform a Toxicity Characteristic Leaching Procedure test, TCLP, as pursuant to Regulations of Connecticut State Agencies Section 22a-449(c)-101(a) (1), incorporating 40 CFR 262.24.
2. The TCLP test will determine the toxicity of the material being disposed of and classify it as either bulky waste or hazardous waste.
3. The Contractor shall assume in their bid price that the TCLP test will result in the disposal of the material as bulky waste. In the event that the TCLP test determines the material to be disposed of as hazardous waste a change order will be negotiated prior to the disposal.
4. The Contractor shall provide the Owner, Health Department and Program Manager with copies of the TCLP test results.

**Clearance Testing**

1. The Contractor shall notify the Local Health Department of the date of the Clearance Testing.
2. The Contractor shall hire a Licensed Lead Abatement Consultant, who employs a Certified Lead Inspector or Certified Lead Inspector Risk Assessor to carry out a re-inspection of the work area where lead hazards have been controlled or eliminated. The re-inspection and clearance sampling shall be done only after completion of the project. If visible debris remains in the work area, the project is not complete. The licensed lead consultant and certified inspector shall issue a letter of compliance when the lead remediation or lead abatement work, and dust wipe results are found to be acceptable.
3. The Contractor shall provide the Owner, Health Department and Program Manager with copies of the dust wipe clearance results and the letter of compliance.

**End of Section**

**Cost \$**\_\_\_\_\_

Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24



SafeHomes Inc.

May 1, 2022

Maryellen Lattanzio  
96 Eaton St.  
Oakville, CT 06779

Dear Maryellen

Thank you for choosing me to do the Risk Assessment of your house at 96 Eaton St., Oakville, CT In addition to this report, I am enclosing the following information:

1. Summary Report showing information on readings at or above the action level of 1.0 mg/cm<sup>2</sup>. This report shows only the leaded surfaces.
2. Detailed Report showing results of all readings. Both reports identify:
  - The readings, organized by room.
  - *Wall*: this shows the side of the house where the reading was taken. Note that the wall closest to the street is always the "A" wall – the remaining walls are named in clockwise fashion, with B to the left side, C on the Rear side, and D on the right side. For example, if the inspection refers to a door on the "A side" of a room, it would be located on the wall of the room that is closest to the street.
  - *Structure*: This identifies the component that was tested – for example a window or door.
  - *Location*: This indicates if the reading was on the left, right or center side of the wall.
  - *Member*: This identifies what part of the components was tested. For example, the window sill or the stair tread.
  - *Paint Condition*: The condition of the paint (I for intact, and D for defective) Note that "D" simply means that there are visible defects in the surface.
  - *Lead (mg/cm<sup>2</sup>)*: This shows the amount of lead measured in milligrams per square centimeter. Note that anything at or greater than 1.0 mg/cm<sup>2</sup> is considered a toxic level of lead.
  - *Mode*: All readings were taken in "QuickMode", which means the XRF automatically tests as long as necessary to provide a 95% confidence level.
3. Rough drawing of the house. (The drawings are intended only to show room layout; they are not to scale)
4. Dust wipe results.

#### Scope of Work

A risk assessment was done using XRF readings on selected painted and stained surfaces on the interior and exterior of the house. Ground cover was good: No soil samples were taken. Dust wipes were taken on a representative floor and a sill; all wipes were below toxic limits.

#### Results

The following is a summary of all surfaces that contain lead. *Lead hazards* need to be addressed; intact surfaces that are not currently hazards do not need to be addressed. Note that the assessment reflects the condition on the day of the walkthrough – if additional painted surfaces become defective, they will have to be stabilized and repainted.

The body of the home I is clad in vinyl siding with most trim aluminum wrapped. There are two original/leaded wood windows.

**Exterior**

	<b>Lead Hazards</b>	<b>Intact leaded Surfaces</b>
<b>Exterior</b>	Front Porch soffit	

**Interior**

	<b>Lead Hazards</b>	<b>Intact leaded Surfaces</b>
<b>Enclosed Frt Porch</b>		Window sills
		Door casings to Liv/Din Rm.
<b>Encl. D side Porch</b>	Kickplate to Kitchen	
	D side window sashes	
		Clapboard siding

**Actions:****Exterior:**

1. Replace the 2 double-hung wood windows on the D side of the D side Porch with vinyl replacement windows. Enclose any exposed window trim in aluminum.
2. Enclose the kickplate from the D side porch to the Kitchen in wood.
3. Enclose the A side soffit on the Enclosed Front Porch in aluminum.

**Scope of Work: Non-Hazardous/Code Correction**

See the A&E Services Group, LLC spec for all other non-lead work.

1. Prime and then paint any new surfaces, repaired surfaces, or stripped surfaces to match the surrounding color scheme.

**Relocation**

Not required.

**Staging of the work**

The specific dates for the work will be established after the project has gone out to bid and a lead-safe contractor has been selected.

**Clearance**

Note that the contractor is responsible for hiring an independent lead inspector/risk assessor to perform clearance. Clearance wipes must be taken on separate floors, sills (or wells) in all rooms in which lead work was done, per the Connecticut standards and must meet the dust wipe standards established by HUD. The lead inspector/risk assessor must issue a letter of compliance at the end of the project and send it to the owner, contractor, and A&E Services Group, LLC

### Management Plan

The owner will be responsible for monitoring surfaces with lead based paint to ensure surfaces do not become defective. All renovation and maintenance work must be done using lead safe work practices.

The owner must also include in their monitoring any lead based paint surfaces that are enclosed to ensure that the enclosure has not become defective and exposed the lead based painted surfaces. Monitoring will be done formally on a quarterly basis.

#### Exterior

	Lead Hazards	Intact leaded Surfaces
Exterior	Front Porch soffit	

#### Interior

	Lead Hazards	Intact leaded Surfaces
Enclosed Frt Porch		Window sills
		Door casings to Liv/Din Rm.
Encl. D side Porch	Kickplate to Kitchen	
		Clapboard siding

Note that the lead test was done based on testing the materials on the surface. The XRF penetrates only about 3/8"; therefore there may be additional leaded surfaces below the existing walls or trim that were not accessible for testing. Any additional painted surfaces that are uncovered in the future should be assumed to be leaded (or tested for lead) and lead safe work practices should be used.

The owner will ensure that anyone who is called in to do maintenance (i.e. plumbers, electricians, and so on) on any enclosed leaded surface will be notified that they are working on a leaded surface. This notification will be in writing.

### Disclosure

The Federal Residential Lead-Based Paint Hazard Reduction Act, 42 U.S.C. 4852d, requires sellers and landlords of most residential housing built before 1978 to disclose all available records and reports concerning lead-based paint and/or lead-based hazards, including the test results contained in this notice, to purchasers and tenants at the time of sale or lease or upon lease renewal. This disclosure must occur even if hazard reduction or abatement has been completed. Failure to disclose these test results is a violation of the U.S. Department of Housing and Urban Development and the U.S. Environmental Protection Agency regulations at 24 CFR Part 35 and 40 CFR Part 745 and can result in a fine of up to \$11,000 per violation. To find out more information about your obligations under federal lead-based paint requirements, call 1-800-424-LEAD. Landlords (lessors) and sellers are also required to distribute an educational pamphlet and include standard warning language in their leases or sales contracts to ensure that parents have the information they need to protect their children from lead-based paint hazards.

Again, I appreciate the opportunity to work with you.

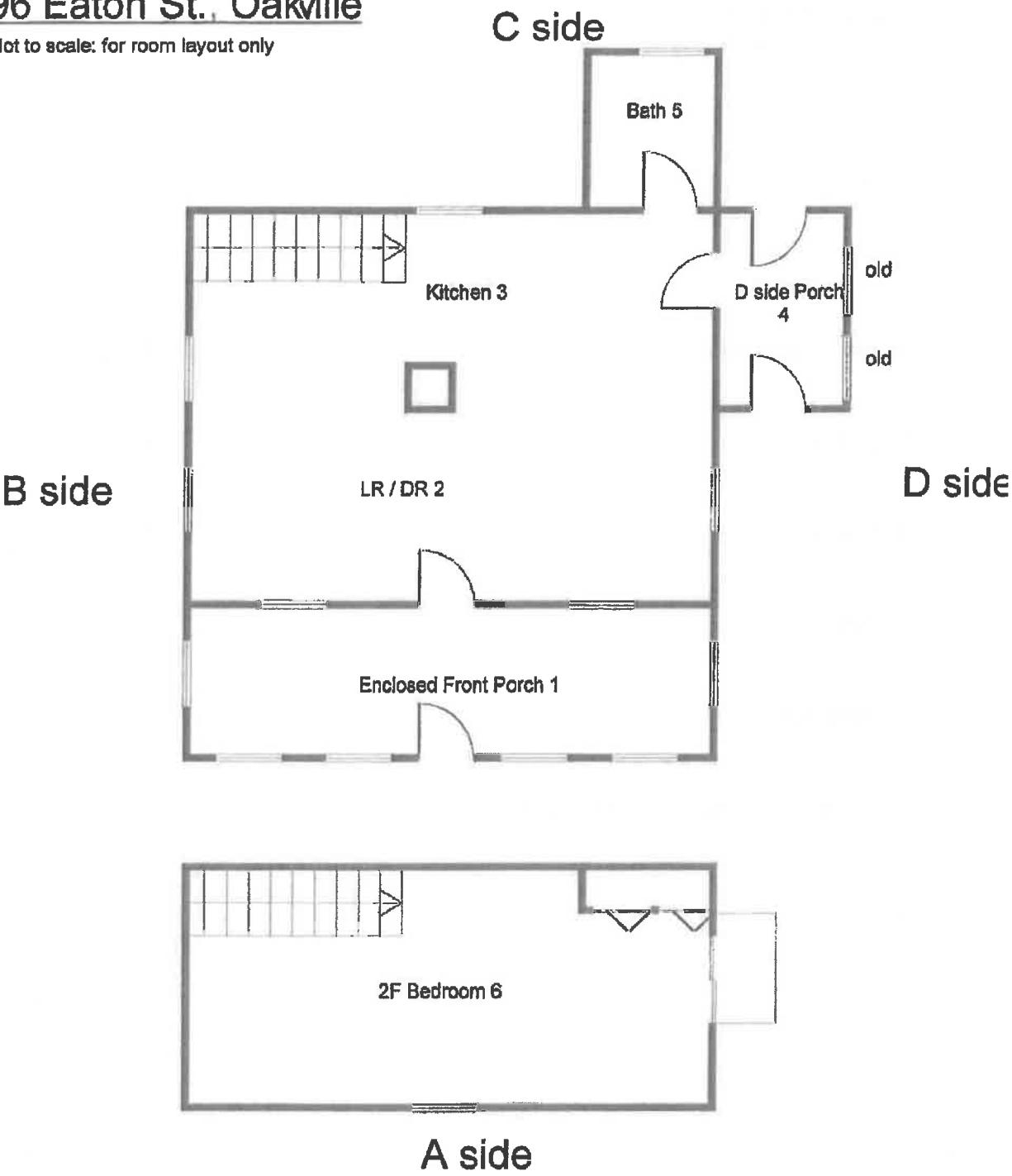
Sincerely,



Bob Kennedy  
Lead Inspector/Risk Assessor # 002240  
Planner/Designer #002158

**96 Eaton St., Oakville**

Not to scale: for room layout only



Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24

COST SUMMARY PAGE

ROOFING \$ \_\_\_\_\_

GUTTERS \$ \_\_\_\_\_

DOORS & HARDWARE \$ \_\_\_\_\_

ELECTRICAL \$ \_\_\_\_\_

WINDOWS \$ \_\_\_\_\_

CARPENTRY \$ \_\_\_\_\_

LANDSCAPING \$ \_\_\_\_\_

LEAD PAINT MITIGATION/ABATEMENT \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_



Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24

PROPERTY OWNER VERIFICATION

I/we the undersigned Owner(s) acknowledge that I have fully read and understand the attached project specifications. I understand this to be the scope of work and the extent of the renovations to be performed at the property location shown below.

*96 Eaton Street, Oakville, CT 06779*

I understand that any revisions to these specifications changing the scope of work can be made only for unforeseen circumstances. This is for my protection and for providing a clear understanding to the contractor who will provide a quote for the proposed work.

DATE:

5/10/2022

OWNER:

Maryellen Lattanzio  
Maryellen Lattanzio

Maryellen Lattanzio  
96 Eaton Street  
Oakville, CT 06779  
Project # 153-PI-24

I, the undersigned agree to provide all labor, material, permits, taxes, insurance, equipment, and related fees, necessary to complete the work as specified above for the property located at:

*96 Eaton Street, Oakville, CT 06779*

All work will be performed in accordance to applicable codes.

\*\*\*\*\*

**Small, Minority, Women-Owned Business Concern Representation**

The bidder represents and certifies as part of its bid/ offer that it –

(a) ☐ is, ☐ is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.

(b) ☐ is, ☐ is not a women-owned business. "Women-owned business enterprise," as used in this provision, means a business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.

(c) ☐ is, ☐ is not a minority business enterprise. "Minority business enterprise," as used in this provision, means a business which is at least 51 percent owned or controlled by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals. For the purpose of this definition, minority group members are (check the blocks applicable to you):

☐ Black Americans      ☐ Asian Pacific Americans      ☐ Hispanic Americans  
☐ Asian Indian Americans      ☐ Native Americans      ☐ Hasidic Jewish Americans

(d) ☐ is, ☐ is not a bonafide Section 3 Company. "Section 3 company," as used in this provision, means that it meets the following definition:

1. 51% or more of the ownership of this company is owned by Section 3 residents, as defined by HUD.
2. Currently, at least 30% of the employees of the company are Section 3 residents, as defined by HUD.
3. At least 30% of the employees of the company were Section 3 residents, as defined by HUD, within three years of the date of first employment with this company.
4. I commit to subcontract at least 25% of the total value of this contract to Section 3 subcontractors, as these companies are defined above, and to provide the necessary evidence to substantiate this, prior to the award of contract.

\*\*\*\*\*

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ CT Consumer  
Protection # \_\_\_\_\_

EIN or  
SSN#: \_\_\_\_\_ DUNS # \_\_\_\_\_ CAGE # \_\_\_\_\_

Date: \_\_\_\_\_ Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Total Bid Amount: \$ \_\_\_\_\_

Amount Written: \_\_\_\_\_

(This information must be submitted in order to have your bid considered responsive)