



# Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON  
Ken Hilliard  
VICE-CHAIRPERSON  
Jeff Dontz

Mark Bergstrom  
Karen Goodman  
Alan Marshall  
Richard Schmidt  
Brook Shafer

CLERK

Jill Nowak  
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski  
(231) 398-3500

## MANISTEE COUNTY HOUSING REVIEW BOARD

Friday, December 18, 2015  
4:00 P.M.

Manistee County Courthouse & Government Center  
Board of Commissioners Meeting Room

### AGENDA

1. Consider the bids submitted on the following emergency project:

a. 14-5-15, which is located in the City of Manistee:

(1) Scott Adamczak Construction (APPENDIX A) .....	\$9,250.00
(2) Kessler Construction (APPENDIX B).....	\$12,515.62

2. Update on MSHDA.

3. Miscellaneous Board Member Comment.

4. Adjournment.

**[Privacy Policy – Reminder to all Board members that client identification and project information is highly confidential and is never to be discussed outside the Board meeting.]**

[m h:\Housing\Agendas\121815]



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SPEC SHEET FOR: [REDACTED]

ROOF:

Roof Bid Price: \$ 9250.00

Remove all existing shingles and tar paper down to wood surface. This includes all roof vents, rain gutters, and flashing. Check the condition of the substructure to ensure that it is sound. Repair or replace any rotted wood. On north side of house (rear) repair or replace any deteriorated wood on fascia and where necessary 'sister' new tails to existing rafters. It may be required to open roof up to secure new tails on rafters. On south side of house (front) above front door, it will be necessary to build a 'cricket' to ensure that snow and water are immediately channeled off the roof. Apply minimum of two layers of Ice and Water Shield to ALL eaves. Cover all shed dormers AND roof over front door and windows with Ice and Water Shield. Cover rest of roof with 15# felt paper. Double Ice and Water Shield in ALL valleys. Use proper flashing on ALL wall/roof intersections to ensure no leaks. This may require removal of some of the siding. Be careful not to damage siding so it can be reinstalled. Install a minimum of six roof vents for proper ventilation. Match and replace any damaged fascia. Install Architectural three dimensional asphalt shingles with a minimum 25 year warranty, color to be chosen by owner. Reinstall all rain gutters on eaves of the house and replace any damaged materials. Tuck point upper chimney with new mortar after removing all loose material from the joints. Protect house from damage while work is being performed and clean up all debris, including nails, and remove from premises depositing refuse into proper landfill.

Refer any questions to Mark Niesen at [REDACTED]

#### Miscellaneous

All work to be completed under one (1) general contract. General contractors are responsible for all work requiring other trades. All contractors, including sub-contractors, must be licensed and insured, including workman's compensation insurance and must provide copies to the owner, and must comply with Executive Order 11246, and Section 3 of the Housing and Urban Development Act of 1968, as amended. Contractor responsible for field verifying all measurements.

Bidders must provide bid for all work items, including specified material allowances. All incomplete bids will be rejected. Contractor responsible for refuse disposal. **Contract with owner must be executed within five days to approved low bidder and construction must be completed as soon as possible, weather permitting.** Contractor must list all proposed subcontractors and proposed costs of each subcontractor. Owner reserves the right to approve all subcontractors. Contractor will be responsible for liquidated damages of \$100.00 per day over contract period.



Equal Housing Opportunity  
Equal Opportunity Employer



A-2

All materials must be installed per manufacturer's specifications and to all applicable building codes. Contractor responsible for obtaining all required permits. All bidders to include all necessary materials and labor to complete work to the satisfaction of the owner, Manistee County and the Manistee County Housing Program. Work to be performed to meet generally accepted standards for construction. Manistee County and the Manistee County Housing Program are not responsible for items not included in specifications or floor plans, but are required to complete the contract. Sworn statements and lien waivers are required prior to payment for work completed.

The Owner reserves the right to accept or reject any and/or all bids.

Bids are due by Thursday, December 17, 2015, at 1:00 P.M.

Bid submitted by:

TOTAL BID PRICE:

Scott Adamczak  
Company Name

\$ 9250.00

181 Quincy St, Manistee, MI 49660  
Address

[REDACTED]  
Federal I.D.

Scott Adamczak  
Signature

.....  
**SUBCONTRACTOR LIST**

Name of Subcontractor & Reason	Cost
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

SPEC SHEET FOR: [REDACTED]

ROOF:

Roof Bid Price: \$ 12,515.62

Remove all existing shingles and tar paper down to wood surface. This includes all roof vents, rain gutters, and flashing. Check the condition of the substructure to ensure that it is sound. Repair or replace any rotted wood. On north side of house (rear) repair or replace any deteriorated wood on fascia and where necessary 'sister' new tails to existing rafters. It may be required to open roof up to secure new tails on rafters. On south side of house (front) above front door, it will be necessary to build a 'cricket' to ensure that snow and water are immediately channeled off the roof. Apply minimum of two layers of Ice and Water Shield to ALL eaves. Cover all shed dormers AND roof over front door and windows with Ice and Water Shield. Cover rest of roof with 15# felt paper. Double Ice and Water Shield in ALL valleys. Use proper flashing on ALL wall/roof intersections to ensure no leaks. This may require removal of some of the siding. Be careful not to damage siding so it can be reinstalled. Install a minimum of six roof vents for proper ventilation. Match and replace any damaged fascia. Install Architectural three dimensional asphalt shingles with a minimum 25 year warranty, color to be chosen by owner. Reinstall all rain gutters on eaves of the house and replace any damaged materials. Tuck point upper chimney with new mortar after removing all loose material from the joints. Protect house from damage while work is being performed and clean up all debris, including nails, and remove from premises depositing refuse into proper landfill.

Refer any questions to Mark Niesen at [REDACTED].

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Equal Housing Opportunity  
Equal Opportunity Employer



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The Owner reserves the right to accept or reject any and/or all bids.

**Bids are due by Thursday, December 17, 2015, at 1:00 P.M.**

Bid submitted by:

TOTAL BID PRICE:

Kessler Construction  
Company Name

\$ 12,515.62

85 DIVISION ST. MANISTEE MI. 49660  
Address

\_\_\_\_\_  
Federal I.D.

[Signature]  
Signature

.....  
**SUBCONTRACTOR LIST**

Name of Subcontractor & Reason	Cost
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____