



Portage Metropolitan Housing Authority

Scope of Work

**3902 Blake Avenue
Ravenna, Ohio 44266
RE: Interior Renovation**

General Project Notes:

1. Water and electric power will be available for use during working hours.
2. Dumpster will be provided for debris.
3. Bidders must view site to assess current field conditions and take accurate measurements.
4. **Pre-Bid walk through to be held July 9th @ 2:00 PM.** Bids must be received as soon as possible, but no later than **July 16th, 2026.**

Work Throughout Unit:

- 1) Perform all necessary drywall patching, repair and replacement
 - a. Remove and replace all first floor drywall and insulation in living room.
 1. Drywall to be 1/2in, with insulation to be replaced with like material removed.
 2. Kitchen ceiling to be replaced with 5/8in drywall, finished with matching stamp of current living area.
 - b. Prep Walls for priming and painting
 1. All walls and ceilings must be at least a level 4 finish. All walls must be completely smooth with no signs of patchwork prior to painting.
- 2) Remove all existing carpet, padding, vinyl flooring, and floor trim.
- 3) Remove existing exterior/interior doors and casing and install agency supplied doors hardware, and casing.
 - a. Bedroom closets to have bypass sliding doors installed
 - b. Exterior attached shed door to be replaced with agency provided door
- 4) Remove and replace all existing light fixtures with LED lighting.
- 5) Paint unit walls and ceilings with 2 coats of agency-supplied paint.
 - a. All doors and door trim are to be painted with 2 coats of white enamel paint (agency supplied).
- 6) Replace all outlets, switches, blanks, and GFCIs with white materials.
- 7) Replace all HVAC registers, color to be white.
- 8) Replace all closet shelving with wire shelving.
- 9) Install new door stops, smoke/carbon monoxide detectors

Kitchen:

- 1) Dispose of debris in agency-supplied dumpster.
- 2) Install agency supplied cabinetry, hardware, countertops. Plumbing and fixtures installed according to manufacturer's specifications.
 - a. Sink, faucet, and plumbing to be supplied by contractor.
- 3) Install new stainless-steel microwave/range hood.
 - a. Outlet will have to be installed using hard wire from existing range hood.

Bathroom:

- 1) Demo existing tub/surround, plumbing, and fixtures, toilet, and medicine Cabinet.
- 2) Install new tub/surround, toilet, Vanity, mirror, exhaust fan, and light.
- 3) Access panel to be installed in Bedroom 1.

Contractor (or subcontractor) must agree to the following:

- a) Contractor (or subcontractor) shall not to smoke near the site as all Public Housing sites are Smoke Free.
- b) Contractor (or subcontractor) must agree to the Drug Free policy.
- c) Contractor agrees to hold harmless the PMHA for any injuries or accidents suffered as a result of his own negligence or poor judgment of its employees in the execution of their work and additionally agrees to assume those obligations and liabilities customarily assumed by one holding a position as an Independent Contractor (Subcontractor).
- d) Contractor agrees to contact the PMHA, in advance, if a completion date cannot be met.
- e) Contractor hereby agrees that it is an Equal Opportunity Employer and all employees are hired without regard to their race, color, age, creed, sex, handicap or national origin.

This is a Davis Bacon/Prevailing Wage project and will be subject to Portage County, Ohio Davis Bacon Residential wage rates (See included wage decision. Wage Rates are subject to change based on classification, and if additional classifications are required). Licensing and permits are the responsibility of the bidding contractor

All questions about this project should be directed to:

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