

Roanoke Housing Seymour Apt #1 Construction Unit Rehab

Scope of Work (SOW)

The Roanoke Housing Authority (“the Authority”) invites proposals from Contractor(s) to provide all labor, materials, debris management and removal, tools, equipment, supervision, associated insurance, licenses and permits required for the remodel of Seymour Apt #1.

Contractor shall be responsible for touring the individual unit prior to submitting a proposal. The inspection date can be scheduled by contacting Mr. Anthony Askew at email aaskew@auburnhousingauth.org or by phone at 334.740.7587. The deadline for the Contractor to request a unit inspection and walk through is ~~April 6, 2026~~.

The bid submission must be provided by email to askew@auburnhousingauth.org and to sbarrios@auburnhousingauth.org by ~~April 13, 2026 by 12:00 PM CST~~.

1. General Requirements

The contractor shall furnish all labor, materials, equipment, tools, supervisor, and disposal necessary to complete the described herein.

- Contractor is responsible for all demolition, installing, and debris removal.
- Work shall comply with HUD Construction standards, local codes, and industry practices.
- Maintain a safe and clean job site at all times.
- Unit must be delivered clean, sanitary, and move-in ready.

2. Electrical

- Detach old and install new smoke detectors and carbon monoxide tester (same or better quality)
- Replace all light fixtures.
- Replace new fluorescent fixture in kitchen.
- Detach and replace new GFI outlets (bathroom, kitchen, and laundry)
- Replace:
 - All switches
 - All outlets and receptacles
 - All covers

3. Cable/Communications

- Run cable line through ceiling
- Provide cable outlets in
 - Living room
 - Four (4) bedrooms
- All work must be **code compliant**

4. Flooring

- Remove existing tile/VCT flooring and install new VCT tile. Color must be approved by RHA prior to installation. Cream, tans, or natural colors and neutral palette are requested.
- Remove old baseboards and install new wood painted and primed baseboards.
- Apply floor leveling compound as needed.
- R&R underlayment as needed throughout unit.

5. Doors and Hardware

- Install new interior door slabs (lauan)
- Sand and apply one coat urethane per side
- Install new locksets and doorknobs
- Paint:
 - Door slabs
 - Jambs and casings (two coats interior paint)
 - Exterior door slab (one coat exterior paint)

6. Trim and Carpentry

- Remove existing trim boards throughout unit
- Install new 1x6 pine trip boards (caulk and level trim)
- Remove and install new baseboards throughout
- Provide carpentry work as required, including:
 - Bracing shelving
 - Adjustments for access panels
 - General repairs

7. Drywall and Paint

- Scrape and prep all surfaces
- Patch and repair drywall
- Install drywall where required
- Encase exposed pipes with drywall where applicable
- Apply:
 - One (1) coat PVA primer
 - Two (2) coats of paint
- Paint:
 - Walls
 - Trim
 - Shelving (minimum one coat)

8. HVAC Closet

- Detach and reset door and casing
- Install drywall as needed
- Paint floor(two coats)
- Install new extra-large cold air return cover
- Clean and seal door slab

9. Living Room and Closets

- Apply floor leveling compound (as needed)
- Replace trim boards
- Paint Shelving (minimum one coat)

10. Pantry

- Frame and install new ceiling access panel
- Replace underlayment
- Replace drywall and encase pipes
- Paint shelving (one coat minimum)

11. Kitchen

Cabinets and Countertops

- Detach and replace upper and lower cabinets
- Remove backsplash and install stainless steel backsplash
- Install plastic laminate countertops (standard grade)
- Install new water heater closet cabinet and door

Appliances

- Remove and install:
 - Range and pigtail (Owner provided specifications)
 - Refrigerator (Owner provided specifications)
 - Replace range hood
 - Install electric water heater (Owner provided specifications)

Plumbing

- Tear out wet wall and replace with moisture resistant drywall (green board)
- Repair behind range so range is flush with cabinets
- Detach and install new sink (double basin)
- Replace:
 - Faucet
 - Supply lines
 - Angle stop valves
 - Drain assembly
 - P-trap

12. Bathroom

Plumbing Inspection and Repair Requirement

The Contractor shall remove the existing tub, and upon removal, inspect all exposed plumbing systems within the tub and wall cavity area. This inspection shall include, but not limited to:

- Water supply lines
- Drains lines and connections
- Venting (if applicable)
- Evidence of leaks, moisture intrusion, or prior water damage

The Contractor shall identify, troubleshoot, and report any deficiencies, including but not limited to:

- Leaks
- Blockages or stoppages
- Damaged, deteriorated, or improperly installed piping

The Contractor shall install a two (2) direction clean out with cap.

Any necessary repairs shall be **brought to the Housing Authority's attention prior to proceeding**, unless otherwise directed. No new tub or surround shall be installed until all plumbing issues are properly addressed and approved.

All plumbing work shall be completed in accordance with applicable codes and industry standards, ensuring the system is fully operation and leak-free prior to enclosure.

Bathroom Remodel

- Install new fiberglass tub and fiberglass shower surround
- Install all new plumbing (including P-trap, faucet, shower head, stop valves, supply lines, etc..)
- Install bathroom vanity
- Install countertop (flat laid plastic laminate)
- Install backsplash
- Install new toilet
- Install new sink and faucet
- Install accessories
 - Toilet paper holder
 - Soap Dish
 - Toothbrush and cup holder
 - Towel Bar
- Detach old and install new medicine cabinet (ensure fit)
- Install new ventilation fan
- Frame window after shower surround installed
- Scrape ceiling and prepare to paint (primer and paint)

13. Bedrooms (x4)

- Remove old baseboards and trim and install new wood painted and primed boards
- Level floor for VCT flooring
- Trim out closet
- Install new closet doors (lauan) with dummy knobs
- Install new bedroom door (lauan) and standard grade door knob
- Paint closets, walls, ceilings, door trim and door jamb
- Repair all wall cracks
- Re-run cable wire through ceiling

14. Fixtures and Finishes

- Install all required light fixtures
- Ensure all fixtures are operation and code compliant

15. Final Requirements

- Remove all debris from site
- Performs final cleaning of entire unit and porch area
- Unit must be inspection ready and move-in ready

16. HUD Requirement Notice

Applicable HUD construction and procurement forms and requirements will be provided separately by the Housing Authority.

The selected contractor must comply with all HUD-related requirements as issued.

Bid Submission and Signature

Contractor Name: _____

Company Name: _____

Address: _____

Phone: _____

Email: _____

Total Bid Amount: \$ _____

Authorized Signature: _____

Printed Name: _____

Date: _____