

REQUEST FOR PROPOSAL (RFP)

General Contractor Services for Residential House Completion

Issuing Agency:	Bethlehem Area Vocational-Technical School (BAVTS)
Project Name:	BAVTS Student House Project - Final Completion Phase
Date of Issuance:	July 13, 2026
Pre-Bid Meeting:	August 3, 2026 at 10:00 AM (Mandatory) Champion Court, Bethlehem, PA
Submission Deadline:	August 28, 2026 at 1:30 PM (Sealed Bids Only)
Bid Opening:	August 28, 2026 at 2:00 PM Champion Court, Bethlehem, PA

CRITICAL MANDATORY REQUIREMENT: Attendance at the Pre-Bid Meeting is strictly mandatory. All prospective bidders must be present at the project site located at **Champion Court, Bethlehem, PA** on **August 3, 2026 at 10:00 AM**. Proposals received from contractors who did not attend the mandatory pre-bid meeting will be disqualified immediately without evaluation.

1. Introduction & Background

The Bethlehem Area Vocational-Technical School (BAVTS) is seeking comprehensive, competitive proposals from qualified licensed General Contractors to provide professional finishing and completion services for a single-family residential property currently owned by the school.

The property has been constructed primarily through student vocational programs and has reached an advanced stage of completion. BAVTS now requires a professional contractor to complete all remaining interior, exterior, mechanical, and site finishes to ensure the structure meets all applicable municipal codes, pass occupancy inspections, and is fully prepared for market sale.

2. Scope of Work

The selected contractor will be responsible for furnishing all labor, specialized equipment, and necessary materials to execute the remaining punch list items detailed below, grouped by trade and construction sector:

A. Drywall & Interior Finishes

- Sponge off existing drywall dust and prepare surfaces for final paint.
- Apply primer and final paint coatings to all interior drywall.

- Apply floor leveler to remaining unlevel subfloor areas (noted as mostly installed, needs final completion).
- Install laminate flooring across all remaining designated areas of the house (noted as mostly installed).
- Point remaining interior stone joints.
- Install a custom-built bookshelf into the stone wall located in the foyer.

B. Trim, Doors, & Millwork

- Pre-paint all trim packages for the entire residential structure.
- Install all interior doors alongside corresponding hardware.
- Order and install custom-made angled doors specifically fabricated for the southeast bedroom.
- Install all window sills throughout the home.
- Install all casing and trim elements around doors and windows.
- Install baseboard molding throughout the entire house.
- Paint and install all miscellaneous decorative or functional trim pieces.
- Install the main staircase railing system and corresponding decorative trim.

C. Kitchen & Bathroom Finishes

- **Shower Wall Preparation & Tiling:** Tape and cement all backer board seams; apply professional-grade waterproofing/sealant to cement backer boards; tile and grout shower walls, and install the integrated shower seat.
- **Kitchen Carpentry & Fixtures:** Install kitchen pantry cabinet; install kitchen cabinet decorative trim and hardware; coordinate and complete installation of kitchen countertops; and install kitchen cabinet toe kicks.

D. Electrical, HVAC, & Mechanical Systems

- Install the remaining decorative lighting fixtures, specifically including the central Chandelier (which has been reserved for the final stage to prevent damage).
- Install all heating vent grills.
- Perform comprehensive duct cleaning and preventative maintenance on the entire HVAC system.
- Reinstall insulation material around corrected ductwork routing in the basement.
- Install heavy-duty mesh strapping across the basement ceiling to provide permanent structural support for fiberglass batts insulation.

E. Plumbing & Exterior Utilities

- Complete the final connection and installation steps for the domestic water heater (noted as mostly installed).
- Install an approved vent system for the exterior sewage system infrastructure.
- Apply weather-resistant paint coatings to the exterior gas piping lines.

F. Exterior, Roofing, & Structural Enhancements

- Repair and remedy buckling shingles on the roof to ensure full weather protection.
- Investigate and permanently repair the active water leak at the back exterior door.

- Install vinyl or matching siding, soffit, and fascia finishes around the front porch area.
- Install custom gutters on the front porch area and attach downspouts on all remaining required areas of the house.
- Replace all rotted framing or decorative wood elements on the original exterior windows, and fully cap them for weatherproofing.
- Provide and install metal capping over the iron lintels located above all old window openings.
- Pour a new finished concrete rear porch pad.
- Completely pressure wash the entire exterior facade to remove dirt, debris, and accumulated biological growth/mold.

Note regarding Site Work & Addenda: The final scope may incorporate provisions for appliances installation, final site landscaping/lawn establishment, and coordination regarding subdivision approvals before the ultimate sale of the property. Proposers are encouraged to provide separate allowances or unit pricing for these specific elements.

3. Project Schedule & Execution Timeline

Time is of the essence for the completion of this structure. As part of their formal submission, all bidding contractors are required to provide explicit time estimates regarding project duration:

- **Estimated Start Date:** State the earliest calendar date on which work can commence on-site following contract execution and permit validation.
- **Estimated Completion Date:** Provide a realistic final completion date, assuming all scope components are cleared for occupancy testing.
- **Milestone Breakdowns:** Bidders should provide brief duration estimates (in working weeks) for major sub-phases (e.g., millwork/trim installation, exterior envelope completions, and final painting).

4. Proposal Submission & Bid Opening

Interested contractors must submit a detailed proposal packet containing the requested licensing, cost breakdowns, timeline estimates, and references.

- **Submission Deadline:** All completed proposals must be submitted as ****sealed bids**** no later than **August 28, 2026 at 1:30 PM**. Late submissions or unsealed bids will not be accepted under any circumstances.
- **Public Bid Opening:** Sealed bids will be formally and publicly opened 30 minutes following the submission cutoff, precisely at **August 28, 2026 at 2:00 PM**. The opening will take place at **Champion Court, Bethlehem, PA** (at the administrative offices of the Bethlehem Area Vocational-Technical School). Bidders are welcome to attend.

5. Evaluation Criteria

Proposals will be evaluated based on the contractor's demonstrated experience, cost-effectiveness, realism and speed of the proposed execution schedule, and mandatory attendance at the pre-bid site meeting.