

North Hempstead Housing Authority  
Harbor Homes  
Window & Door Replacement Upgrades



## ***NORTH HEMPSTEAD HOUSING AUTHORITY***

899 Broadway, Suite 121, Westbury, NY 11590  
TELEPHONE (516) 627-6433 FAX (516) 627-8476

**REQUEST FOR PROPOSAL**  
**for**  
**HARBOR HOMES**  
**72 Harbor Homes, Port Washington, NY 11050**  
**Windows & Doors Replacement Upgrades**

-(Date 6/1/26)-

### **Window & Door Replacement Upgrades;**

**Project Name:** Harbor Homes  
Windows & Doors Replacement

**Project Locations:** 72 Harbor Homes, Port Washington, NY 11050

North Hempstead Housing Authority (NHHA) invites proposals from qualified Contractors to provide ongoing turnkey Construction Services for replacement of all windows and all exterior entry doors at all Town houses at the subject location.

#### **I. Project Information**

- A. The Harbor Homes Residences are owned by NHHA and managed by Jobco Management Inc (JMI). Harbor Homes is a community of 66 two-story Town house buildings, and two playground areas and a community clubhouse for its residents. The clubhouse is not part of this scope of work.

- B. The scope of work shall be the direct replacement of all windows and all doors. **Note: The Doors shall be itemized as a stand-alone price, in case this aspect is phased at a later time.**
- C. Dimensioned plans and photographs are included for your reference.

II. Submission Information

A. Issuing Office and Contact:

- 1. RFP Issued by the North Hempstead Housing Authority. All written requests for information (RFI's) shall be addressed to Hierarchy Architecture;

**There will be public viewing for interested Bidders.  
Meet at the clubhouse, (known as "The Littig House"),  
at 11:00 am on Thursday, June 25, 2026.**

Hierarchy Architect + Designers  
T.J. Costello, R  
7 Gaynor Avenue  
Manhasset, NY 11030  
(516) 627-7007  
TJ@hierarchyarchitecture.com

B. Issuing Deadline for Receipt of Proposals:

All responses must be received inside a clearly marked, sealed mailing envelope labelled "Window Replacement". One copy of the proposal shall be submitted no later than 11:00 a.m. on Monday, July 13, 2026 and addressed to:

Dolly Carrington, Executive Director  
c/o North Hempstead Housing Authority  
899 Broadway, Suite 121  
Westbury, NY 11590  
dcarrington@nh-ha.com  
516-627-6433

C. Limitations to Liability

North Hempstead Housing Authority assume no responsibility or liability for costs incurred by applicant's responding to the RFP or to any subsequent requests for interviews, additional data, or failures to visit the site in person, etc.

III. Response to the RFP

Before submitting a proposal, the respondent shall examine all documents included with the RFP. The submission of a proposal will be construed as evidence that such an examination has been made.

- A. The proposal shall outline the work plan and proposed time schedule to complete the work and shall stipulate the fee.
- B. General Contractor Qualifications
  - 1. Provide a listing of your qualifications and the qualifications for each person who will be performing the work.
  - 2. Subrogation of the work to others not listed shall be strictly prohibited.
  - 3. The Contractor shall submit evidence that the contractor, his workers and sub-contractors who will be assigned to the project have a minimum of Two-five years' experience in similar work.
- C. The Contractor shall identify any key problems, existing or potential, that may present scheduling or cost implications for the project and report such problems to the NHHA as part of their responsive bid.
- D. Respondents shall state whether the firm is a qualified Minority, Women-Owned or Veteran of U.S. Armed Forces Business Enterprise and shall give evidence of same. Evidence shall be certification; or the request of certification;-or- if not certified and no request for certification has been made, documentation supporting the Security Services/Installer's belief that the firm is qualifies as an MBE/WBE.
- E. The response shall include a completed form of contract and insurance certificates as required below.
- F. Respondent shall state in submitted proposal the proposed method to charge time and material if the need should arise for a revised scope of work to address change order. Such method will be subject to further discussion and negotiation with the successful bidder, as necessary.
- G. Before submitting a proposal, the respondent must examine all documents included with the RFP. The submission of a proposal will be construed as evidence that such an examination has been made. Contractor may contact the Architect to schedule a Site walk thru at any mutually convenient time 48 hours prior to the submittal deadline. Contractor shall submit copy of small plan with initials to indicate familiarity with the work.

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Contractor must initial all items below:

**Respondent Must Initial each item below with submittal of proposal:**

- \_\_\_\_\_ A. The proposal shall outline the work plan and proposed time schedule, to be followed to complete the work and shall stipulate the total Stipulated Sum; (GMP, Guaranteed Maximum Price). To include all Fees, labor, material, allowances, OH & Profit. Any exclusions must be clearly indicated. Method to charge for 'extras/ changes', 'unforeseen conditions', 'delays', 'additional services', 'change orders' must be clearly indicated. Any stipulated allowances must be broken down to indicate time and materials.
- \_\_\_\_\_ B. Respondent shall state in submitted proposal the proposed rates and methods to charge time & material if the need should arise for a revised scope of work to address change order. Such method will be subject to further discussion and negotiation with the successful bidder, as necessary.
- \_\_\_\_\_ C. Contractor's Qualifications:  
Contractors and their Technicians, installers and sub-consultants who will be assigned to the project must have a minimum of Two-Five years' experience in similar work.
- \_\_\_\_\_ D. Contractor shall identify any key problems, existing or potential, that may have scheduling or cost implications for the project or the installation contract and report such problems, and call attention of potential problems to NHHA as part of a responsive bid.
- \_\_\_\_\_ E. Respondents shall state whether the firm is a qualified Minority, Women-Owned or Veteran of U.S. Armed Forces Business Enterprise and shall give evidence of same. Evidence shall be certification; or the request of certification;-or- if not certified and no request for certification has been made, documentation supporting the Contractor's belief that the firm is qualified as an MBE/WBE.
- \_\_\_\_\_ F. The response shall include completed form of contract and insurance certificates experience.

IV. Criteria for Selection

Selection shall not be made solely on the basis of fee. The NHHA will contract with a qualified firm at a compensation which is fair and reasonable. The NHHA has the right to reject any and all proposals without invalidating the RFP. The successful respondent will best meet the following criteria and qualifications:

All proposals will be rated and ranked according to the following criteria:

1. A clear understanding of the tasks, objectives and services required.

Excellent- 30 points                      Good-20 points                      Fair-10 points

2. Overall hands-on experience with resolution of complex field conditions.

Excellent- 20 points                      Good-20 points                      Fair-10 points

Give Examples.

3. Proper qualifications and experience with a satisfactory track record on similar projects.

Provide references and/or a list of successfully completed projects of this nature.

Excellent- 30 points                      Good-20 points                      Fair-10 points

4. Fee requested. Bid breakdown sheets are included for each 1 to 4-bedroom unit. Please complete all sheets.

Excellent- 20 points                      Good-10 points                      Fair-5 points

Contractor must present a written schedule, timeline and diagram of work plan, and demonstrate ability to undertake the scope of services within the required time & budget.

V. Contract

A. Assignment of Contract

The Contractor shall not assign, transfer, or otherwise dispose of the contract to any person company, partnership or corporation without prior written consent of the NHHA.

B. Form of Contract

The contract shall be AIA Document A101, Standard Form of Agreement Between Owner and Contractor, modified to incorporate the following:

1. The fee shall be a stipulated sum. Include hourly and/or daily rates for additional services.

2. Reference to interest payments shall be deleted.

3. Payments are subject to NHHA approval.
4. The respondent will be expected to address all technical review comments.

VI. Insurance & Indemnification

A. Insurance

1. Comprehensive General Liability Insurance with limits of \$1,000,000 per occurrence / \$2,000,000 aggregate. The Certificate of Insurance must name the following as additional insured's:
    - a. North Hempstead Housing Authority
    - b. The Architect (Hierarchy)
  2. The Contractor shall furnish the NHHA with Certificates of Insurance before starting work under this contract. The Certificates shall contain a 30-day prior written notice of cancellation or material change clause, naming the NHHA as Certificate Holders.
- B. Workers Compensation & Disability Benefits for all employees engaged under this Agreement.
- C. The Contractor agrees to defend, indemnify, and hold harmless the additionally insured as stated above from damages, causes of action and legal proceedings arising out of the negligent acts, errors or omissions with respect to the services provided by the respondents under this contract.

VII. Attachments:

Scope of Work Window Specification Door Specifications Photograph exhibits Plans of Existing campus
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End of Section

**NORTH HEMPSTEAD HOUSING AUTHORITY**

**REQUEST FOR PROPOSAL**

**for**

**HARBOR HOMES**

**72 Harbor Homes, Port Washington, NY 11050**

**Windows & Doors Replacement**

-(Date 6/1/28)-

**WINDOWS & DOORS SPECIFICATIONS:**

NHHA is seeking continuous turnkey contractor services for the removal and replacement of all windows and doors at Harbor Homes, for the entire process of procurement, installation, punch list and warrantied period, as follows. The proposed work is direct replacement only, and is not funded with Federal grants, therefore interested bidders shall itemize materials and non prevailing labor.

**DIVISION 08 – WINDOWS & DOORS**

**PART 1 - GENERAL**

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**1.01 GENERAL PROVISIONS**

- A. The conditions of the contract, and all sections of Parts 1,2,3, are hereby made a part of this section.
- B. The contractor shall obtain all necessary applications, approvals, and permits and shall comply with all Local, State, and Federal rules, regulations, and laws applicable to this contract and to the work to be done.
- C. The contractor shall take proper precautions to protect life and property from injury and damage during the performance of the window replacement work. The contractor shall furnish and install side walk bridging (where required) according to law and/or other protective measurements to comply with rules and regulations.

**Note C.1:** Management shall be responsible for removing interior window treatments (blinds, curtains, shades, etc) from damage prior to Work Operations. Management shall coordinate with Tenant to assess current conditions of such existing treatment to determine if new treatments will be installed or if existing treatments will be salvaged, protected and reinstalled as is. Nevertheless the Contractor shall still take reasonable precautions to protect tenant's personal window treatments to the greatest extent feasible.

**Note C.2:** Cost breakdown per window & door shall not include cost of side walk bridging. Cost of the side walk bridging or other site precautions and shall be provided separately by the contractor with this bid.

- D. Prior to submission of the bid, the contractor shall in writing notify

Management of any materials or apparatus believed inadequate or unsuitable, in violation of laws, ordinances, rules or regulations of authorities having jurisdiction, and any necessary items or work omitted. In absence of such written notice, it is mutually agreed that the contractor has included the cost of all required items in its approved satisfactory functioning of the entire system without extra compensation. Submittal of a bid is an agreement to all requirements of the contract documents, and no consideration will be granted for any claimed misunderstanding thereof.

The work under this specification shall include furnishing all labor, materials, equipment, and services necessary for and reasonably incidental to the performance of a complete "thermal building envelope" of the window & door system, installed as herein specified or as may become necessary due to conditions, to meet the window system requirement of the subject window system described herein.

- E. Pre-Bid Qualifications: All bids must be based on pre-qualified products: to qualify, the bidder must furnish his/her qualification package with one complete window unit prior to the time set for bids.
  - 1. The samples of windows and doors must be true and accurate representation of the window the bid is based on, with the color finish being the only exception if necessary. No verbal approvals will be given. Each submitter will be notified in writing of acceptance or rejection.

#### **1.02 DESCRIPTION OF WORK**

- A. Work included: Provide labor, materials, and equipment's necessary to complete the work and fulfill the intent of the replacement Window & Door Contract, including but not limited to:
  - 1. Removal of existing stops, sash, parting beads, stops, casing, old caulk, trim, sill plate, Aluminum capping, Vinyl siding and other accessories as required by the proposed replacement system.
  - 2. Removal of the existing work as required for the proper installation and operation of the new units.
  - 3. Removal from site and legal disposal of all materials, debris, packing, banding, and all other surplus materials and equipment.
  - 4. Insulated panels and frames as required in selected windows and entry doors.
  - 5. Blocking, fillers and nailers as required for secure installation. Bidders shall survey conditions of existing sills and jambs prior to bidding. Contractor shall be responsible for providing new blocking, jack studs, headers, sills and any portions of same that are deteriorated.
  - 6. Fiberglass insulation between window frames and adjacent construction, with non expansive foam that could cause pressure or deformation on window or frame.
  - 7. Sealing of all joints within each window assembly.
  - 8. Sealing of entire exterior perimeter of window units after installation.

9. Continual field observations and measurements of existing openings and conditions, for variations and corrections as work progresses.

#### **SCOPE OF WORK**

##### **1.04 WORK SHALL INCLUDE BUT NOT LIMITED TO THE FOLLOWING:**

- A. Provide all necessary hardware, blocking, etc. required for proper window & door installation.
- B. Provide all new trim to cover joints and areas between new work and existing finishes, and at aprons and transitions involving seams. Seams shall be flush and 90degrees only.
- C. Repair and/or replace materials and finishes, including stool, apron, casing, trim, etc. damage as a result of this installation. (painting not included) Caulk around entire exterior and interior perimeter of all windows and windowsills and door openings. Apply backer rod, if necessary, before caulking at hollow gaps. Caulking shall be applied to the inside and the outside of the window. Caulking shall also be applied where J-beads, or equivalent methodology application, meets the masonry and where capping meets the frames. It shall be applied to the inside and outside molding. Also See Caulking specified herein; section 3.03 D.
- D. Exterior capping trim shall be formed from .019” gauge aluminum with matching backing enamel finish and shall be used to close in exterior area between window and masonry and wrap around the blind stop.  
  
Aluminum nails shall be matching color to the existing casing. The nails shall be of the one-way variety, and pre primed white to match, and touched up on site.
- E. The window shall be installed square, plumb and level in a secure and workman like manner to assure neat and weather tight construction, three anchors per jamb and two at the head and sill per window and in accordance with the manufacturer’s instructions.
- F. Windows & doors to be White on the exterior and white on the interior, unless otherwise directed.

##### **1.05 PRODUCT DELIVERY, STORAGE AND HANDLING:**

- A. The contractor shall notify the construction manager at least 24 hours before window & door delivery. All work is to be done under the supervision of and as directed by the construction manager.
- B. Store and handle windows, mullions, panels, hardware and all applicable items in strict compliance with the manufacturer’s instructions.
- C. Protect Units adequately against damage from the elements, construction activities and other hazards before, during and after installation.

## 1.06 SPECIAL PROJECT WARRANTIES

A. Manufacture's warranties: Submit written warranties from window manufacture for the following:

1. Windows: Windows shall meet or exceed requirements of Climate Zone 4, U factor of .27, and 120 mph wind velocity. Vinyl Thermopane Argon gas filled, Low E, with warm edge spacers, Energy Star rated, AAMA certified and contain the Gold Label and meet all requirements to be eligible for Federal Tax credit. Windows shall comply with all requirements of the 2025 Energy Conservation Construction Code of New York State Sec R402.1.3. Color whites interior & exterior. Windows are to be certified as fully warranted against any defects in material or workmanship under normal use and service for a period of one (1) year from date of installation.

1.1 Finish: Color to be White; The pigmented (check the testing requirements) finish on windows and component parts such as, trim, mullions and the like are certified as complying with requirements of AAMA 603 for pigmented organic coating and fully warranted against chipping, peeling, cracking or blistering for a period of ten (10) years from date of installation.

1.2 Glass: Glass shall be warranted from visual obstruction due to internal moisture for period of five (5) years.

1.3 Balances: Balances and/or friction slide operation shall be warranted for ten (10) years.

2. Doors: Fiberglass exterior entry Door shall meet or exceed requirements of Climate Zone 4. Fully weather stripped and rated to prevent air leakage. Door edges are machinable kiln-dried hardwood, flush and square with door faces, lock edge reinforced with full-length integrated 3-1/2-inch wide engineered lumber core. Door bottom edge is moisture- and decay-resistant composite. Core is foamed in-place polyurethane, with a minimum density of 1.9 pcf.

Door shall be inswing pre-hung with saddle Aluminum saddle not exceeding height/thickness of the existing unit being replaced. Doors to be certified as fully warranted against any defects in material or workmanship under normal use and service for a period of one (1) year from date of installation.

2.1 Finishes: Smooth texture, Model to be traditional 6panel colonial style. Hardware to be Satin Nickel or similar.

2.2 Testing: Doors shall be fire tested and labelled, to meet or exceed minimum of 20 minute rating with permanent fire door certification label in compliance with the requirements of the labeling agency and NFPA.

2.3 Hardware: Three steel hinges with flush plated screws to match. Minimum screw depth 2.5" or into solid lumber embedment no less than 3/4" depth, without stripping in the hole. Aluminum saddle with interlocking weather gasket.

2.4 Keying: keyed doorknob, and separate deadbolt lock. Passage set and

Lock set by Baldwin, Schlage, Yale or approved equal. Masterkeyed as directed and approved by Management.

2.5 Privacy; door viewer (peep hole shall provide one-way wide-angle).

2.6 Markings; Numbers on exterior face of doors as directed by Management. Management to purchase physical numbers to be installed by Contractor within the scope of his contract. Contractor to purchase Fire Safety compliant luminescent stickers bearing construction type (II/FR), to be installed at exterior of door at eye level.

Note; Safety markings on interior face of door shall be adhesive reflective tape located on hinged side of door, 12" from bottom of floor.

2.7 Trim; provide new replacement exterior Brick Mold trimmed casings where necessary. Provide interior wood trim casing match existing.

3. Installation; Installation shall be guaranteed by the installer for, but not limited to, leaking around site applied sealants, poor anchorage of materials into existing conditions, and other installation applicable workmanship for a period of one (1) year from the date of acceptance.

3.1. Doorbells; Care shall be taken to protect and maintain existing doorbell and related low voltage wiring of doorbell-to-chime at each apartment.

**1.07 EXTRA MATERIAL:**

- A. Furnish and deliver at the project location all material for maintenance/ replacement as required.
- B. Upon delivery, obtain signed receipt from Owner's representative. Include copy of receipt with submittals required at the time of substantial completion.

**PART 2 - PRODUCTS**

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**2.01 GENERAL**

- A. Manufacturer; Subject to compliance with contract documents, and specifications, provide one of the following:
  - 1. A sample window and door, with exact representation of the proposed unit.

**2.02 WINDOW CLASSIFICATION (GRADE):**

- A. Except as otherwise indicated provide window units complying with Requirements of AAMA C, classification "R-40" for Residential type buildings.
- B. All windows shall have the AAMA label permanently affixed to them in such manner as to resist vandalism and to last the life of the window.

**2.03 WEATHER PROTECTION:**

- A. Provide means of drainage for water and condensation (weep holes) which may accumulate in member units.
- B. Weather-stripping: Provide sliding weather-stripping for double-hung sash.

**2.04 INSECT SCREENS:**

- A. Provide and install insect screens for operable sections of windows in accordance with manufacturer's standard products.

**PART 3 - EXECUTION**

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**3.01 PREPARATION:**

- A. Do not remove existing windows and doors until new replacements are available, ready for immediate installation. Monitor local weather conditions 24 hours in advance and do not leave any openings uncovered at end of working day, during wind-driven precipitation or during excessively cold weather. Anticipate weather conditions accordingly, and communicate delays immediately.
- B. Remove existing work carefully, avoid damage to existing work to remain, especially at Tenants personal spaces. Perform all other operations as necessary to prepare openings for installation and operation of new units.

**3.02 DISPOSAL:**

- A. Existing windows and doors and other materials removed from site become property of the contractor who shall promptly remove the same and legally dispose of at no additional cost to the owner.
- B. Comply with all Federal, State, and Local laws, rules and regulations and herein specifications.

**3.03 INSTALLATION:**

- A. Comply with manufacturer's specifications and recommendations for installation of window units, hardware, operators and other components of work. In no case shall attachment to existing structure or to components of the window system be through or effect the existing thermal barriers.
- B. Set units plumb, level and true to line, without wrap or rack of frames or sash. Anchor securely in place. Separate aluminum and other corrodible surfaces from sources of corrosion or electrolytic action.
- C. Place insulation between frames of new windows and doors and construction to remain, or between frames and new blocking as applicable.

D. **CAULKING:**

1. **Exterior:** Caulking shall meet the requirements of Federal Specifications TT-S-00230. It shall have a one-part polyurethane base and be self-priming. Caulking shall be applied in accordance with manufacturer's instructions, including surface preparation, priming and no application below 40 degreesF.  
Closed-cell polyethylene backer-rod must be used in all joints deeper or wider than 1/4 inch; such joints shall be kept to a minimum in any event. Caulk shall be guaranteed non-staining, non-sagging type capable of 100% elongation under ASTM D412-68.  
Caulk color shall match closely the finish of the new windows, and shall be submitted to construction manager for approval.
2. **Interior:** Same as above, except base shall be acrylic latex, paintable and clear in color.
3. **Primer:** for priming surfaces at joints sealed with caulking compound shall be recommended by manufacturer of the caulking compound, which recommendation are included as if written into the specifications.
4. Caulking shall be applied as follows:
  - 4-a. Around entire exterior perimeter of window frame (frame, jambs and sill).
  - 4-b. At joints between sills and masonry openings.
5. All caulking shall be done using an approved type of caulking gun and applying the material under pressure, except when the use of a gun is not practicable, in which event suitable hand caulking tools shall be used, but only with the approval of the inspector. Joints and space to be caulked shall be thoroughly clean, and dry, free of paint, putty oils, grease, dust and other foreign matter, and shall be primed in accordance with caulking manufacturer's recommendations. Any old caulking shall be removed from areas to receive new caulking.
6. Caulking shall be applied to masonry, plaster and metal surfaces in a manner recommended by the manufacturer.

**3.04 ADJUST AND CLEANING:**

- A. Clean vinyl surfaces promptly after installation of units, exercising care to avoid damage, and must avoid cleansers which cause deformation or alteration to sheen of vinyl or fiberglass.
- B. All broken or defective parts and hardware shall be replaced by the contractor.
- C. Clean glass after installation of windows. Remove glazing and sealant compound, stickers, dirt and other substances.
- D. Initiate all protection and other precautions required to ensure that window and door units will be without damage or deterioration (other than normal weathering) at time of acceptance.

- E. Send to owner and the construction manager, written recommendations for maintenance and protection of windows following substantial completion of replacement window and door contract.
- F. After installation, the frame must not be subject to movement or vibration by manual pressure or shaking. The exterior frame shall form a stop by either the existing blind stop or new stop equal in strength to prevent the window from falling out. The exterior frame must further hold all required nails for capping. All missing parts of frame sections under capping must be replaced to provide a firm mounting surface for the capping.

#### **4.0 GENERAL REQUIREMENTS:**

- A. Contractor shall take, and be responsible for, all measurements, including size and number of windows to be replaced, required for the proper execution of the work. Contractor shall verify dimensions and conditions of the job so that all work shall properly join the existing work. Contractor shall make sure that all measurements are accurate to eliminate friction problems in opening of window and doors. Before commencing work, contractor shall examine all existing work on which new work is in any way dependent for perfecting workmanship according to the intent of these specifications and shall report to Management any conditions, which will prevent performance of the work in a first-class manner.
- B. Contractor shall examine the areas of work, verify number of windows, all measurements, requirements and kinds of materials needed so that all new work will fit into existing work.
- C. Contractor shall include on Shop Drawings/Purchase Orders all supplementary items not shown or specified, but implied or required, in order to complete the work described by the specifications.
- D. All work shall be done in a workmanlike manner by experienced and capable mechanics having no less than 2-5 years demonstrated experience. No day workers shall perform work other than unskilled labor.
- E. Contractor shall protect and be responsible for the existing buildings, facilities and improvements within the area of operation under this contract. Should any portion of the existing buildings or area be damaged, disturbed or otherwise affected due to the work of the contract, the contractor shall report the conditions and circumstances to Management and shall make all necessary repairs and replacements to such damaged work at his/her own expense and with new materials to match the existing work in every respect, as approved by Management. Contractor shall replace or restore to their former condition and to the satisfaction of Management all existing construction, finishes and other improvements that are to remain and that have been damaged as a result of this operation, at his/her own expense.
- F. Contractor shall prime and paint new, or replaced, or repaired wood casing trim, color and paint material as directed by Management.

- G. Contractor shall be responsible for any damage or loss to tenants property and to other work, as a result of contractor's negligence, and shall, at his/her own expense, replace any material, which in the opinion of the owner, has become damaged to such an extent that it could not be restored to its original condition. Photographic documentation is recommended.
- H. Drop cloths and other protective devices shall be kept clean at all times. Each apartment shall be left broom clean at the end of any work day and upon completion of work in that apartment.
- I. Contractor shall be responsible for any damage or inconvenience due to failure to protect the work area adequately from the weather. Such protection shall be done to the complete satisfaction of the owner. No incomplete installation will be permitted overnight without the owner's consent. This shall include the prohibition of boarding up window openings, nailed-in window frames, incomplete caulking, partially-removed old windows & doors and missing capping. No temporary or permanent exterior caulking is permitted during inclement weather, rain or on wet masonry; nor when outside temperature is below 40 degrees F unless measures are taken to keep caulk tube above 40 degrees F.
- J. Contractor shall start duly authorized work and continue on a full-time work program until complete. Contractor shall be responsible for providing work schedule acceptable to owner at the beginning of work at a given building, and for coordinating work with owner so that tenants have sufficient notification. Contractor shall supervise and be responsible for the proper location and installation as directed by Management.
- K. There shall be no smoking, vaping, or eating by any workers in any tenant's apartment. Consumption of alcohol or drugs on the worksite shall be strictly prohibited.
- L. Contractor shall provide all necessary safety equipment or personnel to protect public walks, entrances to building, stair halls and all areas of work, in order that pedestrians and tenants be protected. No material, debris or any other objects shall be thrown from windows under any circumstances. This shall mean, at a minimum, that any sidewalk, courtyard or other area where people may typically walk shall be cordoned off with plastic cones and colored tape, or other similar configuration approved by Management. Workers shall not throw or let fall pieces of wood or metal, caulking tubes, glass, masonry or other debris outside of the building being worked on.
- M. All debris shall be removed from the working areas and from exterior areas at the end of each working day and disposed of off-site. No debris shall be left overnight in any apartment, hallway, stairwell, courtyard or other location in or around the building except by owner's consent. The disposal of all debris by legal means shall be the responsibility of the contractor. Any violations incurred for inadequate or improper disposal of debris shall be rectified or paid for promptly by the contractor.
- N. Upon completion of the work, or when directed by the owner, the contractor shall thoroughly clean all surfaces of all rooms and spaces, including all exterior areas, which have become spoiled as a result of the work of the contract.

O. MOVING OF FURNITURE

1. Building Management will request that occupants remove all drapes, curtains, shades, blinds, plants and any other encumbrances within the work area, and remove small rugs from floors and remove furniture away from work areas and contractor will give Management adequate advance notice of work schedule, by apartment.
  2. Where tenants are unable to do the above-mentioned work and also removal of Air Conditioner because of age, physical handicap or other valid reasons, the contractor shall perform the above work and reinstall removed furniture at no additional cost to Management or the tenant, and shall be responsible for damage, as specified in paragraph (F) of this section.
- P. The time for completion of all work specified in each individual apartment shall not exceed 24 hours – 48 hours including finish work.
- Q. The contractor will be assigned to a certain space to be determined, in which materials shall be stored, only until the work in that building is complete.
- R. Since space will be assigned to the contractor as a convenience to him/her, he/she will use the space at his/her own risk, it being understood that owner does not assume any responsibility for the adequacy of the spaces assigned, or the safekeeping of the materials stored.
- S. Contractor shall keep all assigned spaces clean and free from rags, heating devices, waste or debris. Floors shall be protected with suitable coverings. No plumbing fixture or waste pipe shall be used for the disposal of any waste, trash, oils, paints or other materials.
- T. Contractor shall guarantee all materials and work provided under this specification for a period of one (1) year from the date of written acceptance by owner.

**END OF SPECIFICATION**

**NORTH HEMPSTEAD HOUSING AUTHORITY**  
**REQUEST FOR PROPOSAL**  
**for**  
**HARBOR HOMES**  
**72 Harbor Homes, Port Washington, NY 11050**  
**Windows & Doors Replacement**

-(Date 6/1/28)-





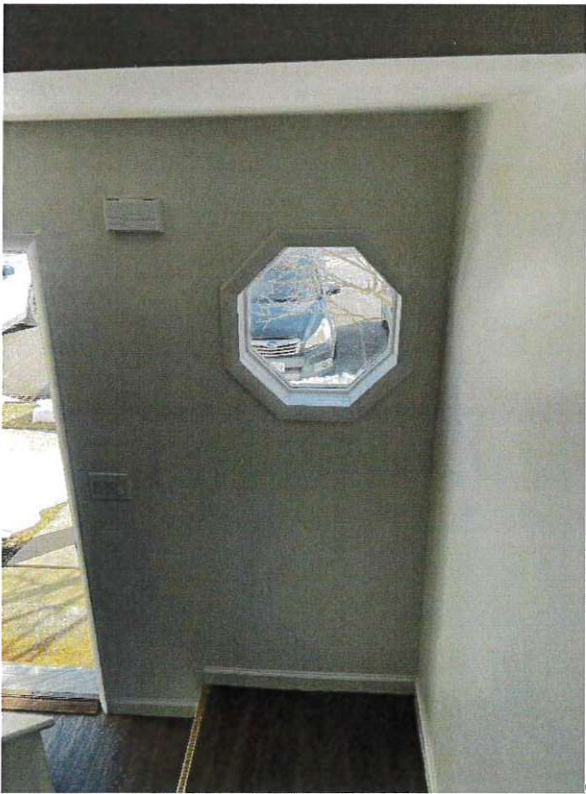
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**KEY MAP**

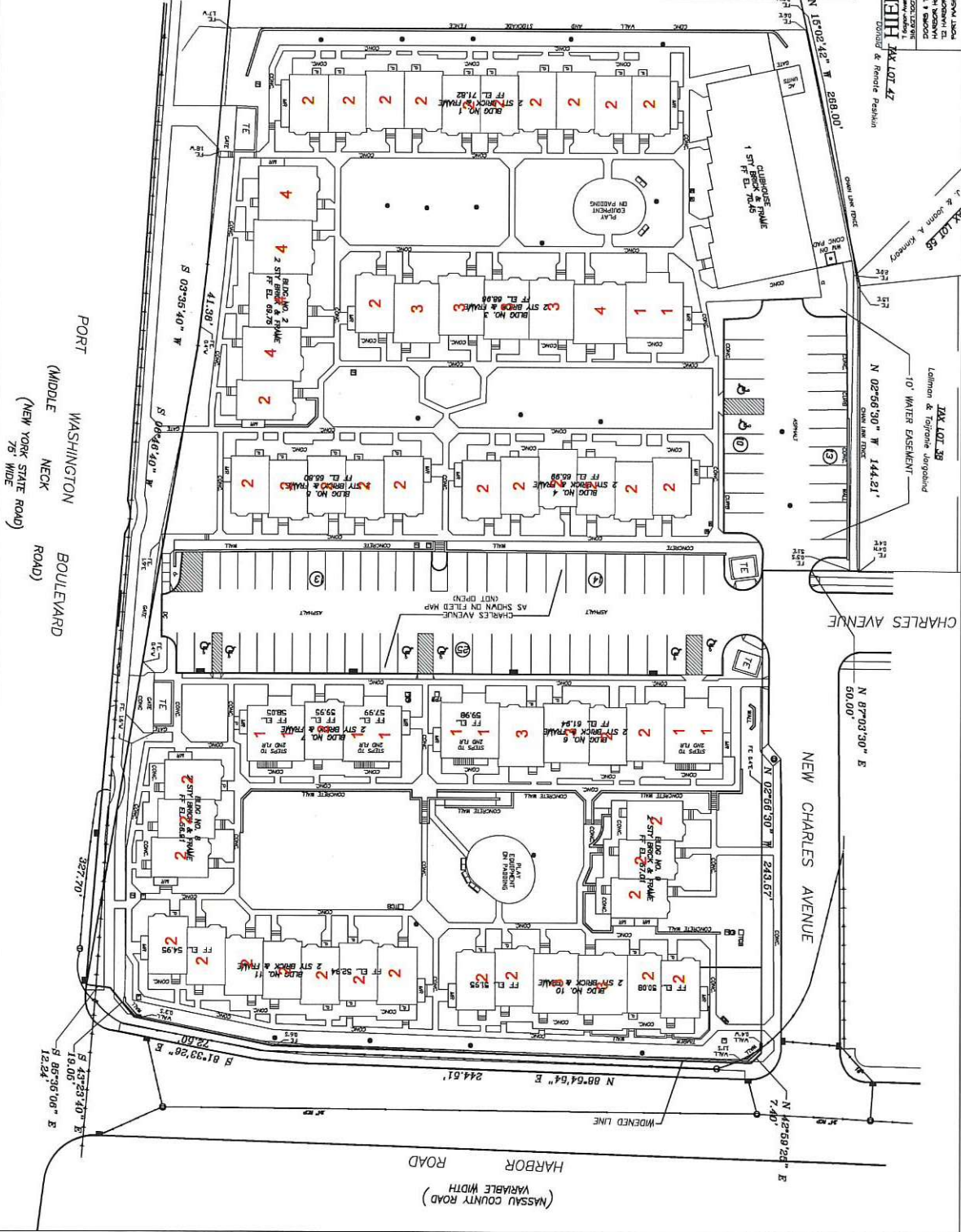
- LIST OF DRAWINGS**
- T-1 CAMPUS MAP
  - A-1 GENERIC UNITS DIAGRAM WINDOW SCHEDULE

**SCOPE OF WORK**  
 SAME FOR SAME REPLACEMENT OF  
 WINDOWS + DOORS @ 66 APARTMENTS.  
 10 ONE BEDROOM UNITS  
 49 TWO BEDROOM UNITS  
 8 THREE BEDROOM UNITS  
 5 FOUR BEDROOM UNITS  
 =66 APARTMENTS TOTAL  
 862 WINDOWS SEE SCHEDULE  
 127 DOORS SEE SCHEDULE

MINOR	ONE UNIT	TWO UNIT	THREE UNIT	FOUR UNIT	TOTAL
1	10				10
2	2	1	1	2	6
3	2	2	2	2	6
4	1	1	1	1	4
5	2	2	2	2	6
6	1	1	1	1	4
7	3	3	3	3	12
8	3	3	3	3	12
9	1	1	1	1	4
10	4	4	4	4	16
11	2	2	2	2	8

**HIERARCHY**

1. ADDRESS LIST  
 2. UNIT SCHEDULE  
 3. WINDOW SCHEDULE  
 4. DOOR SCHEDULE  
 5. MATERIAL SCHEDULE  
 6. FINISH SCHEDULE  
 7. EQUIPMENT SCHEDULE  
 8. MECHANICAL SCHEDULE  
 9. ELECTRICAL SCHEDULE  
 10. PLUMBING SCHEDULE  
 11. PAINT SCHEDULE  
 12. FURNITURE SCHEDULE  
 13. LANDSCAPE SCHEDULE  
 14. SIGNAGE SCHEDULE  
 15. OTHER SCHEDULES



PORT WASHINGTON BOULEVARD  
 (MIDDLE NECK  
 (NEW YORK STATE ROAD)  
 75' WIDE

NEW CHARLES AVENUE

HARBOR ROAD  
 (NASSAU COUNTY ROAD)  
 (VARIABLE WIDTH)

