Housing Authority of Jackson County Illinois
300 North 7th Street
Murphysboro, IL 62966

Invitation For Bids
Asbestos Remediation & Abatement

The Housing Authority of Jackson County Illinois ("JCHA") seeks proposals from qualified, licensed, independent firms, interested in providing Asbestos Remediation and Abatement services in accordance with the requirements of the U.S. Department of Housing and Urban Development ("HUD"). To obtain a copy of the Invitation for Bid (IFB) documents, visit JCHA's website at www.jacksoncountyhousingauthority.org and click on the Proposal link or visit DemandStar, https://www.demandstar.com/app/registration directly.

Submission of Proposals must be received no later than 10:00 a.m. CST on December 21, 2022.

An Equal Opportunity Employer

IFB ASBESTOS REMOVAL AND ABATEMENT

INTRODUCTION AND BACKGROUND

The Low Rent Public Housing Program was created in 1937 to own and operate housing that was built by the United States Federal Government under President Franklin Roosevelt's Public Works Administration. Jackson County Housing Authority (JCHA) was created in August of 1946 to obtain grant money so that housing conditions within Jackson County, Illinois, could be improved. Public housing did not become a reality in the County until 1960, when the first public housing was constructed after a tornado devastated much of the southern part of Murphysboro, Illinois, and left many people homeless. Since then, JCHA expanded its mission to now provide safe decent and sanitary housing to low-income families, elderly families, disabled families, and low-income individuals in six towns throughout the County.

The programs administered by JCHA consists of 761 Public Housing Units, 565 Housing Choice Vouchers, 23 Mainstream Vouchers, 17 Emergency Housing Vouchers, and 12 Multi-Family Housing units. Planned projects in 2022-2023 include 59 public housing units converting to RAD (No Tax Credits), and an IFB for 100 Project Based Vouchers.

The Housing Authority of Jackson County Illinois, doing business as and commonly referred to as the Jackson County Housing Authority ("JCHA") is requesting proposals from qualified, licensed, firms ("Proposer"), that can demonstrate a track record in successfully performing asbestos remediation and abatement services in accordance with the rules, laws and regulations included in this Invitation for Bids.

Proposals are due to JCHA no later than December 21, 2022, at 10:00 AM Central Standard Time. The term of the Agreement shall be for one (1) year with an option to extend up to an additional four (4) one year terms.

IFB INFORMATION AT A GLANCE

CHA Contact Person:	Brigitta Mac-Rizzo, Executive Director bmac-rizzo@jcha-il.org
Obtain IFB Documents on the Web:	https://www.demandstar.com/app/registration
Questions Deadline:	December 9, 2022, 5:00 p.m. CST
Proposal Submittal Return Deadline:	December 21, 2022, 10:00 a.m. CST
Anticipated Approval:	December 27, 2022

JCHA'S RESERVATION OF RIGHTS

1. JCHA reserves the right to reject any part of the Proposal or all the Proposals, to waive any informalities in the IFB process, or to terminate the IFB process at any time if deemed by JCHA to be in its best interest.
2. JCHA reserves the right not to award a contract pursuant to this IFB.
3. JCHA reserves the right to terminate a contract awarded pursuant to this IFB, at any time for its convenience upon ten (10) days written notice to the Successful Proposer.
4. JCHA reserves the right to determine the work schedule and locations that the Successful Proposer shall provide the services described in the IFB.
5. JCHA reserves the right to retain all Proposals submitted and not permit withdrawal for sixty (60) days after the deadline for receiving Proposals without the written consent of JCHA.
6. JCHA reserves the right to negotiate the fees proposed by the Successful Proposer entity as described in this IFB.
7. JCHA reserves the right to reject and not consider any proposal that does not meet the requirements of this IFB including, but not limited to, incomplete Proposals, Alternative Proposals, or non-requested services.
8. JCHA shall have no obligation to compensate any proposer for any costs incurred in responding to this IFB.

9. JCHA shall reserve the right to, at any time during the IFB or contract process, prohibit any further participation by a proposer or reject any proposal submitted that does not conform to any of the required details herein.

1.0 INVITATION FOR BIDS

The Housing Authority of Jackson County Illinois, commonly referred to and doing business as the Jackson County Housing Authority (the "Authority") hereby solicits and requests proposals from qualified contractors to provide Asbestos Remediation and Abatement Services. This Invitation for Bids is not an offer to buy and should not be assumed as such.

2.0 SCOPE OF WORK (SOW); TECHNICAL SPECIFICATIONS (T/S)

The Jackson County Housing Authority is seeking proposals from qualified, licensed and insured entities for Vacancy Prep Unit Turnover Services. Work consists of the non-friable removal and disposal of asbestos containing floor tile and mastic from apartments and encapsulating the upper wood floors. All of the dwelling units scheduled for work will be vacated and available to allow for the execution of the work.

The contractor shall perform the work in such a manner to protect existing finishes, equipment and adjacent work which is scheduled to remain.

The contractor shall provide all labor, materials, equipment, and services and perform all work required for flooring tile abatement. These services will be required at various sites throughout all of Jackson County Housing's locations. The contractor must remove and abate asbestos containing materials including but not limited to 9x9 floor tiles, 12x12 floor tiles and asbestos containing mastics used in the installation of these tiles. Some sites may contain two layers of tiles. Very few sites consist of a base layer of tile covered by thin wood sheeting, with another layer of VCT tile on top. Any unit that is to be abated must have all materials removed down to the subflooring or concrete floor base.

Sheet vinyl is also present at some units. Sheet vinyl will also be included in the abatement of a unit. When a unit is abated, cove base removal throughout the unit shall be included in the service.

Contractor:

1. The contractor shall have a current license with the Illinois Department of Public Health Asbestos Abatement Contractor's License which shall remain in effect for the duration of the project.
2. The contractor shall provide all proper monitoring, testing, reports and disposal tickets for the Owner's records.
3. The contractor and its employees shall comply with all laws, rules and regulations governing the work, including but not limited to State of Illinois, Department of Public Health, State of Illinois EPA, Federal National Emissions Standards for Hazardous Air Pollutants and Occupational Safety and Health Administration, and any applicable local codes.

Workers:

4. On site workers shall meet OSHA 1926.1101 work training requirements.
5. Certificates of compliance shall be submitted to the Owner's Representative prior to commencing work.
6. Abatement workers shall have a current Illinois Department of Public Health asbestos abatement workers' certificate.

7. Evidence of worker medical examinations must be submitted to the Owner's representative prior to commencing work.

2.8.8 Qualified Staff

Contractor shall have work crews, qualified by training and experience, and licensed to perform the work required. Contractor shall have adequate staff to ensure work is completed to include punch list items within the fifteen (15) business days of task order. If there is a change in the level of staff as listed in the proposal, Contractor shall notify the Authority immediately.

2.8.9 The Contractor shall visually inspect the property in order to learn the characteristics of the site and to agree (in writing) with the Modernization Coordinator as to the level of work if different than that specified in the purchase order. No plea of ignorance by the Contractor of the conditions that exist as a result of failure or omission on the part of the Contractor to make the necessary examinations and investigations and to agree with the Modernization Coordinator before work commences, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirement of the Authority or the compensation to the Contractor.

2.8.10 Contractor shall pay all of its employees, including any and all approved subcontractors, the prevailing wage for maintenance as determined by the United States Department of Labor and the United States Department of Housing and Urban Development. In general, the Davis-Bacon Act requires that for each contract over $2,000 for the construction, alteration and/or repair (including painting or decorating) contractors and subcontractors are required to pay their laborers and mechanics employed directly upon the "site of the work" no less than the locally prevailing wage and fringe benefit rates.

2.8.11 Contractor shall provide a one (1) year warranty on all labor and workmanship. (Complete and return the attached Warranty.)

2.8.12 Contractor must submit a separate invoice for each task order.

2.8.13 Contractor hiring residents of the Authority as employees or as subcontractors shall report all amounts paid to the Authority.

2.8.14 Invoices

2.8.14.1 All invoices must have a valid Task Order or Purchase Order Number. Contractor shall not perform any services without a Task Order or a Purchase Order Number. If Contractor performs services without a Task

Order or Purchase Order Number, the Authority shall not be required to pay Contractor for those services or materials.

2.8.14.2 All Invoices must include an Authority-signed copy of the Punch List and the date property was serviced in the description of the service. Invoices shall not be backdated; the date on the invoice shall match the date the invoice is submitted to the Authority or the date the invoice is placed in the mail. Invoices which are not dated in accordance with this section will be rejected and the Contractor will need to submit a revised invoice to receive payment

2.8.14.4 All invoices must be submitted within thirty (30) business days for services performed. No Contractor may invoice for services not rendered. Contractors violating this section may be terminated.

2.8.14.5 The Authority will *not* pay invoices until services are fully completed as scheduled.

2.8.14.6 Invoices shall be sent to the Authority's Finance Department, through its email address at billing@jcha-il.org.

It shall be clearly understood that all services requested in this IFB are on an "as needed basis" and that the values referred to in response to this IFB in no way constitute a guarantee of the level of effort that may be requested of the successful bidder or guarantee a certain value.

3.0 DEADLINE

All responses to this IFB must be submitted by **10:00 A.M.** (central time) on **December 21, 2022**. Responses must be submitted through the Authority's DemandStar portal at https://www.demandstar.com/app/registration.

4.0 PROPOSAL FORMAT

All quotations should consist of, at a minimum:

A. IFB Cover Letter - Complete **Enclosure Document A**.

B. Commitment Statement Letter – The Commitment Statement letter should be on the company's letterhead with contact information and must be signed by an officer of the organization that is authorized to bind the company contractually to all of the commitments made in its submittal. The letter shall also include a statement of understanding for the work to be done. It shall state that the company will be solely responsible for all aspects of the engagement including any portion that may be performed by its subcontractors, if any. It should make a positive commitment to perform the work required as specified to industry

standards of workmanship and in a professional manner. It should also state that the bid package will remain in effect for a period of 90 days from the submission deadline and thereafter, until the firm withdraws it, or a contract is approved and executed, or the procurement is canceled, whichever occurs first. Respondent shall also confirm that the company has not engaged in any unethical practices within the past five (5) years.

C. **Non-Collusive Affidavit –** Complete **Enclosure Document B**. The form must be notarized.

D. **Debarment Certification Form –** Complete **Enclosure Document C**. The form must be notarized.

E. **Contract Document Checklist Form –** Complete **Enclosure Document D and submit your current Business License**. For this section, Respondent must provide evidence that the company is licensed to provide Hazardous Waste Services in the State of Illinois. The Business License must be relevant to the Scope of Work for this solicitation.

F. **Respondent's Qualification Statement Form** – Complete **Enclosure Document E**. For the reference section of the form, you must provide three (3) references for the most recent, relevant work comparable to the scope of work requested in this IFB whom would be willing to discuss your company's competency and performance. If you currently have more than three (3) references, a client listing with contact information should be provided as well.

G. **Bid Sheet –** Complete **Enclosure Document F**. All bid pricing must be valid for 90 days from the submission deadline and thereafter until the company withdraws it, a contract is approved and executed, or the procurement is canceled, whichever occurs first.

Each Respondent must adhere to the requirements of this section relative to the bid package content and format in order to simplify the review process and facilitate the maximum degree of comparison. Respondents should ensure that their bid package closely follows the sequence and organizational outline described in this section.

5.0 CONFLICT OF INTEREST

A Respondent submitting a bid hereby certifies that no officer, agent or employee of JCHA has a pecuniary interest in this bid or has participated in contract negotiations on behalf of the JCHA; that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same request for proposals; the bidder is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

6.0 MINORITY & WOMEN-OWNED BUSINESS ENTERPRISE (M/WBE)

Respondents that are not M/WBEs are strongly encouraged to consider partnering, or other joint venture arrangements, with local certified M/WBE companies to achieve the prescribed goals and to give M/WBE companies the opportunity to participate. Respondents must document good faith efforts to provide meaningful participation by M/WBE companies

6.0 CONTRACT

The Authority will not execute a contract on the successful proposer's form of contract. See *Attachment D* for Small Purchase General Terms and Conditions, HUD 5370-C-II and the accompanying Wage Determination. By submitting a response, the successful proposer agrees to the terms in this IFB and the attachments. A Notice of Contract Commencement will be sent to the successful contractor. Alternatively, the Authority may utilize a different form of contract; by submitting a response the successful proposer agrees to execute the Authority's form of Contract.

All contract documents, including any contractor supplied agreements shall be reviewed by the Contracting Officer prior to execution. The term shall end December 31, 2023, unless the Board of Commissioners chooses to exercise an option to renew for an additional year with the total contract term not exceeding five (5) years.

7.0 RIGHT TO REJECT QUOTES

The Authority reserves the right to reject any or all quotes, to waive technicalities, and to accept any quote deemed to be in its best interest. The Authority also reserves the right to seek additional or new quotes and to waive informalities and minor inequities in quotes received.

8.0 PUBLIC RECORD

All responses submitted to the Authority are subject to Illinois Public Records Law and the Sunshine Act (5 USC 522(b)) and may be subject to disclosure to the public. Information in proposals that would be deemed a trade secret or otherwise not subject to disclosure under public records laws shall be clearly indicated as such by the contractor, including citations from the Illinois Public Records Law or the Sunshine Act for the exemptions. Also, the contractor shall submit an electronic copy of its proposal with all other submissions, which has been redacted of all trade secrets and other information not subject to disclosure pursuant to a public records request. Failure to do so may subject the entire contents to disclosure under public records laws.

9.0 REQUIRED DOCUMENTS

The successful Respondent shall be required to submit the following documents:

A. **A. Corporate Documents –** The successful Respondent will be required to provide a copy of their Corporate Documents within ten (10) business days of receiving a notice of selection.

- Provide a copy of Corporate Documents

Corporation:
- Copy of Articles of Incorporation & By Laws

Limited Liability Company (LLC):
- Copy of Articles of Organization
- Copy of Operating Agreement

Sole Proprietor:

- Copy of Trade Name Certificate

B. Letter of Good Standing if Corporation or Certificate of Existence if Limited Liability Company (LLC) - The successful Respondent will be required to provide a copy of their Letter of Good Standing or Certificate of Existence within ten (10) business days of receiving a notice of selection. A copy of the receipt that demonstrates evidence of filing the company's Annual Report on June 30th of the current Year from the Office of Lieutenant Governor will be acceptable as well.

C. Social Security Number (SSN) or Employer Identification Number (EIN) - The successful Respondent will be required to provide an official copy of their SSN or EIN within ten (10) business days of receiving a notice of selection.

D. Liability Insurance – The successful Respondent will be required to obtain, maintain and provide proof that it has in place Liability Insurance in an amount no less than One Million (1,000,000.00) Dollars within ten (10) business days of receiving a notice of selection. The insurance policy shall name the JCHA as an "Additional Insured":

Jackson County Housing Authority
300 North 7th Street, PO Box 1209
Murphysboro, Illinois 62966

E. Workers' Compensation Insurance – The successful Respondent will be required to obtain and have in place Workers' Compensation Insurance coverage. The successful Respondent must provide a copy of the Workers' Compensation Insurance within ten (10) business days of receiving a notice of selection

10.0 SELECTION PROCESS

The JCHA's Evaluation Committee Panel is responsible for evaluating all Respondents' submittals. The Evaluation Committee Panel will consider the following criteria:

- Respondent is duly organized, validly existing, qualified, and licensed to conduct business in the State of Illinois.
- Lowest reasonable price and responsive bid package.

Enclosures

1. Enclosure Document A IFB Cover Letter
2. Enclosure Document B Non-Collusive Affidavit
3. Enclosure Document C Debarment Certification Form
4. Enclosure Document D Contract Document Checklist Form
5. Enclosure Document E Respondent's Qualification Statement Form
6. Enclosure Document F Bid Sheet

IFB ASBESTOS REMOVAL AND ABATEMENT

ENCLOSURE DOCUMENT A

JACKSON COUNTY HOUSING AUTHORITY

IFB COVER LETTER

BIDDER

Name: _____

Address: _____

Tax Identification #: _____

BIDDER'S CONTACT PERSON

Name: _____

Title: _____

Telephone: _____

SCHEDULE OF ADDENDA

(I) or (We) acknowledge receipt of the Addenda to the IFB Package hereinafter named, for the project(s) included in this IFB and declare that (I) or (We) accept these Addenda and that every change is included in this proposal.

Addendum Number_____ Date_____

Addendum Number_____ Date_____

Addendum Number_____ Date_____

Addendum Number_____ Date_____

BIDDER'S AUTHORIZED REPRESENTATIVE

Name: _____

Title: _____

Signature: _____ Date: _____

IFB ASBESTOS REMOVAL AND ABATEMENT

ENCLOSURE DOCUMENT B

NON-COLLUSION AFFIDAVIT

State of _____ Bid # _____

County of _____

I state that I am _____ of _____
(Title) (Name of my firm)
and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.

2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder and they will not be discussed before bid opening.

3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.

4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.

5) _____ its affiliates, subsidiaries, officers' directors
(Name of Firm)
and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____understands and acknowledges that the
(Name of Firm)
above representations are material and important and will be relied on by _____
(Name of Public Entity)
in awarding the contract(s) for which this bid is submitted. I understand that my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from _____ _____
(Name of Public Entity)
of the true facts relating to the submission for this contract.

_____ _____
(Name and Company Position)

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____ DAY
OF_____, 20___.

_____ My Commission Expires_____
(Notary Public)

IFB ASBESTOS REMOVAL AND ABATEMENT

ENCLOSURE DOCUMENT D

JACKSON COUNTY HOUSING AUTHORITY

Contract Document Checklist

Name of Respondent: _____
Contact Person: _____
Telephone Number: Office_____ Mobile_____

1. ___ Respondent Corporate Documents

___ **Corporation** ___ Copy of Articles of Incorporation & By Laws
___ Letter of Good Standing from Office of the Lt. Governor/Copy of receipt demonstrating Annual Report is filed.

___ LLC ___ Copy of Articles of Organization
___ Copy of Operating Agreement
___ Certificate of Existence from Office of the Lt. Governor/Copy of receipt demonstrating Annual Report is filed.

___ **Sole Proprietor** ___ Copy of Trade Name Certificate

2. ___ Current business license Expiration date: ___/___/20___
Type of business license: _____

3. ___ Employer Identification Number (EIN)/Social Security Number (SSN): _____

4. ___ Insurance Binder Expiration date: ___/___/20_____
Type of Insurance: ___ General Liability ___ Automobile ___ Errors and Omissions

5. ___ Workers Compensation Insurance Expiration date: ___/___/20_____

----------***For JCHA use only*** ----------

1. ___ Proposed Scope of Work EBID#_____ IFB#_____ IFB#_____ IFB# _____

2. ___ Proposals ___Bids ___ Signed Evaluation Spreadsheet ___ Recommendation

3. ___ Request for approval from Legal Counsel and Executive Director.

Legal Counsel: _____ Date approved: __/___/20__
Executive Director: _____ Date approved: __/___/20__
Date submitted to BOD for Contract Approval: __/___/20__

Suggested # of Days in Contract _____
Mobilization/Payment Terms _____
Outstanding Issues: _____

IFB ASBESTOS REMOVAL AND ABATEMENT

ENCLOSURE DOCUMENT E

JACKSON COUNTY HOUSING AUTHORITY

Respondent 's Qualification Statement

Name of License Holder: _____
Name of Company/DBA (if any): _____
Legal Status: (check one) ☐Corporation ☐LLC ☐Sole Proprietorship ☐Partnership Business Location (office): _____
Mailing Address: _____
Telephone Number: _____ Fax Number: _____ Email: _____
Website address (if any): _____
Do you have a current Illinois Business License? ☐Yes ☐No Number of Years licensed to conduct business in Illinois_____ Type of License(s) _____ _____ Number of Asbestos Home Abatement completed in the last 5 Years _____, Average value of these contracts $_____
Do you have plan to use Subcontractors? ☐Yes ☐No If yes, company_____ _____
Have you ever failed to complete a project, been fired, sued by one of your clients and/or found in default of contract terms? ☐Yes ☐No If yes, explain on another sheet, if a Performance Bond or other means were used to resolve the issue and the Circumstances and the outcome.
Are there or have there been any; Claims, Arbitration, Judgments or Liens against you? ☐Yes ☐No
If yes, explain on another sheet, the circumstances and outcome.
List three non-JCHA references that can be contacted for their input concerning your abilities:
1) Client Name _____ Contact Number_____
2) Client Name _____ Contact Number_____
3) Client Name _____ Contact Number _____

List your current projects under contract (Project Title or Clients Name), Value (Contract Value) and Percentage of Completion:
1) Client Name _____ Value _____ Percentage____
2) Client Name _____ Value_____ Percentage____
3) Client Name _____ Value_____ Percentage____

(If you have more contracts, please list on separate sheet)

Proposer shall certify that the above information is true and shall grant permission to JCHA to contact the above-named person or otherwise verify the information provided.

Name and Title of Authorized Representative: _____

Signature: _____

IFB ASBESTOS REMOVAL AND ABATEMENT

ENCLOSURE DOCUMENT F
JACKSON COUNTY HOUSING AUTHORITY
BASE BID SHEET

The undersigned Respondent proposes to furnish all labor, tools, materials, equipment, misc. supplies and incur any other costs as may be required to perform the scopes of work, subject to all the conditions as set forth in the project specifications.

SPEC #	SCOPE/ DESCRIPTION OF WORK	BASE BID
	HI-RISE UNITS	
	ZERO BEDROOM EFFICIENCY (approx. 320 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	ONE (1) BEDROOM (approx. 540 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	TWO (2) BEDROOM EFFICIENCY (approx. 760 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	FLATS	
	ZERO BEDROOM EFFICIENCY (approx. 320 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	ONE (1) BEDROOM (approx. 540 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	TWO (2) BEDROOM EFFICIENCY (approx. 760 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	THREE (3) BEDROOM (approx. 950 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	FOUR (4) BEDROOM (approx. 1,050 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	FIVE (5) BEDROOM (approx. 1,190 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	TWO (2) - STORY	
	THREE (3) BEDROOM (approx. 920 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**
	FOUR (4) BEDROOM (approx. 1,240 sq. ft.)	
	Removal of Asbestos Floor Tile and Mastic Glue, Non-Friable Heat Method	**$_____**

IFB ASBESTOS REMOVAL AND ABATEMENT

JACKSON COUNTY HOUSING AUTHORITY

BASE BID SHEET cont.

PLEASE TYPE OR PRINT THEN SIGN AS INSTRUCTED BELOW

_____

(TYPE OR PRINT) NAME OF COMPANY

_____

(TYPE OR PRINT) NAME OF OWNER, PRESIDENT or CEO OF COMPANY BIDDING

_____

(SIGNATURE) NAME OF OWNER, PRESIDENT, or CEO OF COMPANY BIDDING

PROPOSER'S STATEMENT

The undersigned proposer hereby states that by completing and submitting this Form and all other documents within this submittal, he/she is verifying that all information provided herein is, to the best of his/her knowledge, true and accurate, and that if the Authority discovers that any information entered herein to be false, such shall entitle the Authority to not consider or make award or to cancel any award with the undersigned party. Further, by completing and submitting the response, the undersigned is thereby agreeing to abide by all terms and conditions pertaining to this IFB as issued by the Authority, either in hard copy or on the noted Internet System. Upon issuance of award to proposer, the Authority is accepting Contractor's offer contained in the submittal and this Fee Submission. No other contractual documents will be necessary or accepted unless specifically expressed in the notification of contract commencement. The Contract commences upon the Authority's issuance of a Notice of Contract Commencement, which may or may not be in the form of a copy of the Contract Documents, unless said notice expressly states otherwise, in those instances, Contract Commencement occurs in accordance with the notification. Pursuant to all IFB Documents including attachments, this Fee Submission Form, and pursuant to all Documents submitted, the undersigned proposes to supply the Authority with the services described herein for the fee(s) submitted pertaining to this IFB.

Company: _____

Address: _____

City, State, Zip: _____

By: _____ Title: _____
(Printed Name of Authorized Bidder)

By: _____ Date: _____
(Signature of Authorized Bidder)

Fed Tax ID: _____

ENCLOSURE DOCUMENT F

ASBESTOS REMOVAL AND ABATEMENT

STATEMENT OF FINANCIAL VIABILITY

The Proposer must certify, with the execution and submittal of this document, that they will maintain a working capital of, at a minimum, Ten Thousand Dollars ($10,000) at any given time. It is the responsibility of the successful proposer (contractor) to provide any designated materials and supplies (Refer to Section 2.8.5 Materials and Supplies) for completion of any project by the due date without exception. In some cases, materials typically provided by the Authority may be out of stock items and will need to be purchased directly by the Contractor in order to meet the allotted time for completion of the units. These expenses, approved prior to purchase by the Modernization Coordinator, must be incurred by the Contractor to be reimbursed with proof of receipt. At no time will the Authority issue partial payments to contractors before or during any work order being performed. Payments will only be made once work has been completed by the Contractor and is approved by the Authority. The estimated turnaround time for payments is net thirty (30) days.

I verify that I understand the above stated terms and conditions for Financial Viability.

_____

Name (Print)

_____

Signature

_____

Date

IFB ASBESTOS REMOVAL AND ABATEMENT

Attachment E

Vacancy Prep and Related Services

UNIT TURNOVER TIME AND SCHEDULING

Time is of the essence for unit turnovers and by executing and submitting this document, the proposer is demonstrating their understanding of the Authority's strict timeline for the fifteen (15) day turnover.

In some instances, due to the nature of work to be completed, it may become necessary for the completion of work to take longer than the allotted fifteen (15) day turn around. The Authority shall have sole discretion in determining the amount of time to be extended due to these circumstances.

I verify that I understand the above stated terms and conditions for unit turnover time and scheduling.

_____

Name (Print)

_____

Signature

_____

Date

Attachment F
Vacancy Prep and Related Services

WARRANTY

In accordance with IFB Section 2.8.10, Contractor hereby guarantees that the work performed pursuant to this Request for Quotes shall be free from defects in material, workmanship, and labor for a period of six months from the date of completion of a unit. This warranty is limited as follows:

1. To the property only as long as it remains in the possession of Jackson County Housing Authority.

2. To the work that has not been subject to accident, misuse or abuse.

3. To the work that has not been modified, altered, defaced, or had repairs made or attempted by others.

4. That Contractor be immediately notified in writing within ten (10) days of first knowledge of defect by owner or his agent.

5. That Contractor shall be given first opportunity to make any repairs, replacements or corrections to the defective construction at no cost to owner within a reasonable period of time.

I verify that I understand the above stated terms and conditions.

_____

Name (Print)

_____

Name of Company

_____

Signature

_____

Date

IFB ASBESTOS REMOVAL AND ABATEMENT