



1200 N. Tennessee St.  
McKinney, TX 75069

Phone: 972-542-5641  
Fax: 972-562-8387  
McKinneyha.org

## McKinney Housing Authority

4/15/2014

### Notice of Request for Proposal:

McKinney Housing Authority (MHA) requests proposal for a construction contract in the renovation of various specified units within the Authority. All interested bidders are required to attend a pre-bid conference and tour the specified units with MHA representative to ensure uniformity of the scope of work needed. Any changes made in the scope of work required as a result of the tour will be made immediately. A revised scope will be submitted to all bidders within twenty four hours of the tour.

All bidders must submit verification of coverage for \$1,000,000 General Liability and Workmen's Compensation coverage with MHA designated as loss payee for said project prior to the award of contract. All contractors must be in compliance with Davis Bacon Labor Standards. Contractors will furnish a minimum 5 past business references.

MHA will furnish the following materials if needed:

Kitchen Cabinets, counter tops, sinks with faucets, water supply stops, necessary drain fittings and vent-a-hoods.

Flooring: 1/8" VCT (Vinyl Composition Tile) with adhesive. Any Oak flooring needed.

Water heaters, emergency drain pans and any needed piping and escutcheons.

Bathroom combination heater, vent and lights, bathroom heaters, bathroom vanities with sink and faucet, plumbing supply stops and necessary drain fittings, medicine cabinets, toilets with wax rings and water supply lines, bathtubs with faucets, shower heads, overflow drains and 18"x18" Ceramic tile for tub surrounds.

Ceiling fans with lights, hallway light fixtures, kitchen light fixtures, any closet light fixtures, electrical outlets with cover plates, switches with cover plates and smoke detectors. MHA will furnish locksets to match existing and Bombay or other floor finish. Contractor will be responsible for the installation.

**(MHA will clean, install or replace appliances as needed.)**

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Any materials not specified above will be the responsibility of the contractor. Contractor will be responsible for securing any and all required permits. All sites will be maintained in a business like order. All areas outside the work area will be kept free of debris or trash. Work area will be maintained in a presentable, safe and secure manner. MHA will designate a vacant unit for storage of materials. Only the awarded contractor will have keys to the unit during the construction. The specified construction units and the storage unit will all be cleared of trash and debris by the contractor prior to final payment.

Any work required outside the original scope of work must be clearly defined, and submitted in writing by MHA representative prior to changes being made. Any change orders submitted and approved will be an addendum to the original contract and payments will be made accordingly. Any change orders not approved and signed by MHA representative will be at the contractor's expense.

Contractor will be responsible for the installation of new mini-blinds, smoke detectors and air conditioning grills furnished by MHA. All interior window surfaces will be cleaned prior to installation of mini-blinds.

MHA will be responsible for changing of deadbolts and/or entry keys

Pre-bid and tour date is 4/22/2014 at 9:00 am. Location is 603 North Tennessee, McKinney, Texas 75069. Date for submittal is close of business or 5:00 pm 4/30/2014. All bids submitted after that date will be declined. Any questions should be directed to Ed Kirkpatrick, Maintenance Director, McKinney Housing Authority 972-542-5641 extension 111 or Cell 469-396-7052.

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Units to be renovated: 46, 62, 68, 106 and 181

### Scope of work and definitions

Painting shall always include proper preparation and clean up. Preparation shall include removal of electrical cover plates and masking off switches and receptacles. All appliances, cabinets, bathroom fixtures, ceiling fans and/or lights will need to be covered prior to painting. Paint will cover both sides of all entry doors, interior doors, walls, ceilings, shelves and baseboards. If texture is needed it should match existing as nearly as possible. Paint color is Home Depot Moonlight Semi-gloss latex enamel.

**All surfaces to be painted must be properly cleaned prior to painting.** If painted surfaces are not properly cleaned prior to painting it will be the prerogative of MHA to require cleaning and repaint at no additional charge to MHA.

### Unit: 46

#### Living room:

Paint entire unit and replace one blind 24x64, clean the interior of all windows

#### Kitchen:

Replace vent a hood and repair ceiling

#### Laundry area:

#### Hallway:

#### Bathroom:

#### Bedroom 1:

Wax floor

#### Bedroom 2:

Replace one blind 27x64, replace smoke alarm battery and replace closet bi-fold door

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## McKinney Housing Authority

### **Unit: 62**

#### Living room:

Replace all hardware at storm door and install closer rear storm door. Paint entire unit. Replace two blinds 24x64, install bulb and globe at ceiling fan, stain floor, clean the interior of all windows

#### Kitchen:

Replace six floor tile and one blind 35x64

#### Laundry area:

Replace floor tile

#### Hallway:

Replace smoke alarm

#### Bathroom:

Replace toilet tissue holder, remove caulk at bathtub and replace with new, replace three bulbs

#### Bedroom 1:

Replace two blinds 24x64, stain floor, repair entry door will not latch

#### Bedroom 2:

Replace one blind 27x64 and reinstall bi-fold door at closet

#### Bedroom 3:

#### Floors

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### **Unit: 68**

#### Living room:

Paint entire unit. Repair small cable hole and replace five damaged self stick tile, clean interior of all windows.

#### Kitchen:

Re-caulk around base board of sink cabinet and repair damaged drawer face

#### Laundry area:

#### Hallway:

Replace smoke alarm

#### Bathroom:

Remove old caulk and replace with new at bathtub, replace stopper and fix handle on cabinet.

#### Bedroom 1:

Replace two blinds 35x64, replace ceiling fan globe, closet door will not latch, replace privacy knob at bedroom entry with passage set MHA will supply.

#### Bedroom 2:

Replace one blind 35x64 and replace smoke alarm

#### Bedroom 3:

Replace smoke alarm

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### **Unit: 106**

#### Living room:

Paint entire unit, replace two outlet cover plates, replace two blinds 35x64, clean ceiling fan blades, clean the interior of all windows

#### Kitchen:

Replace cabinet door, replace two blinds 35x64 and clean ceiling fan blades

#### Laundry area:

Stain all floors

#### Hallway:

Replace smoke alarm

#### Bathroom:

Remove old caulk and replace with new at bathtub, replace towel rack, repair soft spot by bathtub and install new 1/8" VCT

#### Bedroom 1:

Replace bedroom door, replace smoke alarm, replace blind 35x64 clean ceiling fan blades

#### Bedroom 2:

Repair hole behind entry door, replace closet door, replace lockset at entry, replace two blinds 35x64 and replace smoke alarm.

#### Bedroom 3:

Replace two blinds 35x64, replace smoke alarm, repair hole by electrical outlet, replace bedroom door and tighten knob at closet door.

#### Floors:

Stain throughout

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### **Unit: 181**

#### Living room:

Paint entire unit, replace blind 35x64, stain all floors, replace battery in smoke alarm, clean ceiling fan, clean the interior of all windows

#### Kitchen:

Replace broken window pane

#### Laundry area:

#### Hallway:

#### Bathroom:

Remove old caulk and replace with new at bathtub, replace two bulbs, replace missing stopper at sink

#### Bedroom 1:

Repair small hole in wall, clean ceiling fan, replace battery in smoke alarm, reinstall screen at window

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### Section 3 Requirements for All Contractors and Vendors

MHA is committed to providing quality housing and economic opportunities for our residents and the neighborhoods we serve. One of the major vehicles for this is Section 3 of the HUD Act of 1968, which requires that HUD funds provide low-income individuals with a springboard for economic empowerment through direct participation in construction and other activities that are designed to physically improve and revitalize the communities in which they live.

HUD considers public housing authorities to be in compliance with Section 3 if they meet the following minimum numerical goals:

- A. 30% of the aggregate number of new hires shall be Section 3 residents;
- B. 10% of the total dollar amount of all covered construction contracts shall be awarded to Section 3 business concerns; and
- C. 3% of the total dollar amount of all covered non-construction contracts shall be awarded to Section 3 business concerns.

Section 3 requirements apply to **all** contractors and vendors who receive awards from public housing authorities.

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