

09/02/20

Request for Proposal: Unit Make Ready Services

McKinney Housing Authority (MHA) requests proposals for vendors to unit make ready services for the following units, #91, #97, #108 & #110. All bidders must submit verification of coverage for \$1,000,000 General Liability and Workmen’s Compensation coverage with MHA endorsed as additional insured for said project. Such insurance will be primary and non-contributory to any other insurance available to MHA. All contractors must be in compliance with Davis Bacon Labor Standards. All Contractors must be licensed to work in the State of Texas. Contractors will furnish a minimum 3 past business references.

All interested bidders are required to attend a tour of specific units with MHA representative to ensure uniformity in the scope of work needed. If any changes are made in the scope of work as a result of the tour, changes will be made immediately. A Contract amendment with the revised scope will be submitted to all bidders within twenty four hours of the tour.

All materials and labor 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 safe and professional manner. All areas immediately outside the work unit(s) will be kept free of debris or trash. Work area will be maintained in a presentable, safe and secure manner. The specified contract units 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 to MHA representative prior to changes being made. In such a case this will be considered a change order and will be an addendum to the original contract.

Any additional work performed outside the original scope without being approved and signed by MHA representative will be at the contractor’s expense. Any latent or unforeseen defects that are found should be immediately called to the attention of MHA representative for further advice.

Proposals must include a detailed listing of items covered with the proposal. Line item pricing is not required, but is preferred. Pricing needs to be per unit with a lump sum for the whole of all units. All work must be completed within 15 days of the award of the bid. Failure to meet this obligation will result in an abatement of payment equaling a min. of \$100 per day and or termination and reassignment of contract.

Units – MHA has 1, 2 & 3 bedroom units. Square footage estimates for these units are 2 Bedroom sq. ft. is 776
3 Bedroom sq. ft. is 929.

MHA reserves the right to cancel this RFP at any time. MHA reserves the right to accept and or decline bids submitted at any time.

Scope of work:

- All on site measurements are solely the contractor’s responsibility.

Unit Paint color is Winter Calm (Benjamin Moore) with white trim and ceiling

VCT Floor (Gray Ash or Similar Product)

707 Drexel St-

Replace floors in unit with VCT.
Paint entire unit (Winter Calm)
Paint/Texture all ceilings in white

Repair any damaged walls
Paint all floor boards and trim (white)
Replace front and back door lock
Replace blinds
Replace all ceiling fans
Replace all vent covers in white
Replace refrigerator
Replace Stove
Seal bathroom tile in white

802 Murray St.

Repair holes throughout unit
Paint entire unit (Winter Calm)
Paint all floor boards, trim and ceiling (white)
Replace all blinds (white) cordless
Replace ceiling fans (white)
Repair floor in living room, replace vct
Replace front/back door locks
Seal bathroom tile in white

806 Murray St-

Paint entire unit (light grey)
Paint all floor boards, trim and ceiling white
Repair damaged holes as needed
Seal bathroom tile in white

904 Throckmorton Pl.-

Paint entire unit (Winter Calm)
Paint all floor boards, trim and ceiling in white
Replace all ceiling fans and vent covers in white
Replace all blinds in white
Repair all holes in unit
Replace counter top
Paint all cabinets in espresso
Replace exhaust fan in bathroom
Replace light fixture in kitchen and bath
Seal bathroom tile in white

Please feel free to view the units Tuesday 09/08-Thursday 09/10.

All bids are due by 5pm Friday 9/11/20.

You can email bids to rmiller@mckinneyha or fax them to 972-542-0908. Attention R.Miller.

- All on site measurements are solely the contractor's responsibility.
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- **Pre-bid and tour date during business hours as needed. Location is 603 North Tennessee, McKinney, Texas 75069.**
 - **Date for submittal is 5pm on Friday September 11, 2020.**
 - **All bids should be submitted to the attention of Procurement at 603 North Tennessee, McKinney, TX 75069 via fax or email.**
 - **Bids submitted after that date will be declined.**
 - **You can fax them to 972-542-0908. You can also email bid to info@mckinneyha.org.**
 - **Questions should be directed in writing to Procurement, info@McKinneyha.org . A copy of the questions and a written reply will be sent to all vendors.**
 - **MHA reserves the right to amend and or cancel this bid order as the needs of the business dictate.**

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.

At a minimum all bid recipients will be required to provide job training or sponsorship for employment/training in the amount of 3% of the contract award. This amount will be deducted from the final payment.

** Change in previous format: * Change made after walk through.