

**REQUEST FOR PROPOSALS Contract 19-15**  
**RE-RELEASE OF RFP**  
**DEMO-DESIGN-BUILD 3820 ORCHARD HOME**

Trumbull Metropolitan Housing Authority (TMHA) invites you to submit a sealed proposal to provide demolition of existing structure, design & build of a single-family home at 3820 Orchard Ave., Youngstown, OH 44505.

This is a federal government funded contract and Federal Regulations are required to be followed. There are no federal minimum prevailing wage requirements for this project. Disregard references to prevailing wage requirements where described in this RFP.

Proposals shall be clearly marked **“19-15 3820 Orchard Design-Build - Proposal”** in a sealed envelope to prevent opening with the regular mail. **FAXED/EMAILED PROPOSALS WILL NOT BE ACCEPTED.** TMHA will accept proposals at 4076 Youngstown Road S.E., Ste. 101 Warren, Ohio 44484 until **3:00 p.m. local time on Wednesday, September 25, 2019.** All proposals must be made on the bid form provided and include the following:

- A) Contractor Information Form (TMHA Form No. 221)
- B) HUD 5369-A
- C) Non-Collusive Affidavit (TMHA Form No. 212)
- D) Completed Original Bid Form (TMHA Form)
- E) HUD 2530
- F) Statement of Qualifications with References of specific related work. On company letterhead.

Pre-bid meeting will be held at the project site at 10AM on September 9, 2019. This meeting is not mandatory, however, it is highly recommended that all contractors likely to provide a proposal attend.

The budget for this project is up to \$200,000. Contractors submitting a cost proposal less than this amount will score highest in that evaluation criteria.

**Contract Intent:**

It is the intent of TMHA to contract with a **qualified firm** to provide services as they pertain to designing homes, demolishing homes and building homes in accordance with local building codes. TMHA is requesting firms to submit a qualification-based cost proposal under the terms, instruction, conditions and the related specification contained in this package. TMHA intends to award one prime contract for all phases of work.

**Selection Intent:**

It is the intent of TMHA to review all proposals received under the conditions of the RFP. Firms responding to this phase of the RFP will be evaluated and ranked in order by TMHA staff based on the criteria listed within this package. Low cost alone will not guarantee award; qualifications and experience are critical. TMHA may ask any number of the best ranked firms to make a presentation to support the qualification and price presented and respond to questions that have not been secured by the evaluators. Firms may be asked to revise or modify the submitted bid upon review and evaluation of TMHA. The firm will then be re-evaluated and TMHA will make its decision and award a contract to the firm that is most qualified and cost reasonable while meeting the needs of TMHA.

A **contractor form table** is provided with this package to make all bidders aware that the successful bidder will be required to complete all necessary forms to meet TMHA and DHUD requirements. Also, the successful bidder will be required to provide proof of Workers' Compensation Insurance and adequate levels of General Liability Insurance \$1,000,000 and Vehicle Insurance \$1,000,000.

Specifications are available at the Administrative Office for pick up or can be sent via email. Registration form is required from all contractors to receive bid specifications.

As indicated on Form HUD-5369, a bid bond or certified check for 10% of total bid will be held until contract is entered into. Performance Bond and Payment Bond equal to 100% of contract amount shall be obtained by successful bidder prior to contract signing. Bid and Contract Bond must be certified by surety broker and must be registered and approved by the State of Ohio.

Proposals may be withdrawn at any time prior to award of contract. Contract and notice to proceed date will be established between TMHA and awarded contractor.

TMHA reserves the right to waive any informalities in bidding and reject any and all bids.

Sub-contractors will be approved for this contract only after request is made by the contractor and the request is approved by TMHA.

TMHA has a goal to award 20% of all contracts to minority business enterprises (MBEs).

Firms, including subcontractors and suppliers debarred from participating when federal funds are involved can not participate, and if known, will not be considered for contract award.

No member, officer or employee of the local authority during his tenure or for one year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof.

Questions regarding this specification can be directed to Matt Durno, Special Projects Coordinator  
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