



NOTICE TO BIDDER

The Housing Authority of the City of Greenville (HACG) will be accepting proposals on **Monday, January 11th, 2021** for the service of *power washing* of **65** units located in the **East Meadowbrook community**.

The deadline for all proposals is **Thursday, February 11th at 4:00pm**. Contractors are invited to the Pre-bid conference on **Tuesday, February 2nd at 3:00pm** the Pre-bid conference will be held in the conference room of the Greenville Housing Authority located on 1103 Broad Street, Greenville NC. Contractors **must** contact Percell Harris, (CFP Special Project Technician) at 252-902-4471 to schedule a date and time for a site review and to obtain the scope of work for this project.

All proposals and/ or documents must be submitted at the Housing Authority of the City of Greenville. All forms must be sealed when receiving with “**ATT: Percell Harris**” on the sealed envelope. Any contractor who fail to submit required documents will immediately be disqualified at bid opening.

THE FOLLOWING DOCUMENTS ARE REQUIRED AT BID OPENING AND ARE INCLUDED IN THE BID PACKAGE.

(All Contractors: place a check beside the items on the list, confirming the respective documentation have been included and sealed in the envelope)

- Completed Bid Form
- HUD 5369-A – Representations, Certifications, and other Statements of Bidders
(MUST BE SIGNED)
- Prime Contractor’s Qualification Statement
(MUST BE SIGNED)
- E-Verify Requirements Affidavit
(MUST BE SIGNED AND NOTARIZED)
- Certificate of Insurance General Liability and Workman’s Compensation

“Failure not to include any of the above will disqualify the bid”

All contractors are hereby notified that they must have proper documentation completed and submitted, a copy of **Section 3 workers**, if applicable, to their respective trades, and whether or not Federal Funding is involved.

Contractors will be responsible for ensuring that economic opportunities to the greatest extent feasible, follow Section 3 Requirements CFR Part 135.1, Section 3 Clause 24 CFR Part 135.38 and HACG, Section 3 guidance.

This is a prevailing wage project. The successful bidder will receive a Notice to Proceed and counseling for the faithful performance of the contract.

Housing Authority of the City of Greenville reserves the right to reject any or all bids, to waive any defects that are the same, or to choose to enter into a contract strictly in accordance with price considerations, and/or to choose other than the highest bidder, if it be deemed in the best interest of the Housing Authority of the City of Greenville.

Under no circumstances will the Housing Authority be responsible for the cost of preparing a bid or proposal.

Contractor shall perform the work in a workmanlike manner according to industry standard practices. Any deviation from agreed specifications, involving extra costs, will be executed only after written confirmation of the Owner is obtained in advance.

Contract Documents:

1. *This Instrument*
2. *Certificate of Insurance General Liability*
3. *Davis- Bacon Wage Decision No. (NC20200119).*
4. *HUD – 5370-EZ (General Contract Conditions)*
5. *HUD Table 5 Mandatory Contract Clauses for Small Purchases Other Than Construction.*
6. *Workman’s Compensation;*
7. Payment of not less than the minimum salaries and wages indicated in the project manual must be paid on this project. Bid opening will be at the Central Office at the Housing Authority of the City of Greenville and proposals may be delivered or mailed to the following address:

Housing Authority of the City of Greenville
P.O Box 1426
Greenville, NC 27834