

REQUEST FOR PROPOSALS

ON-CALL APARTMENT MAINTENANCE AND REPAIR SERVICES JOB NO. 230304

RELEASE DATE: MARCH 2, 2023
DUE DATE: MARCH 28, 2023
DUE TIME: 2:30 P.M. EST

The Housing Authority of the City of Charleston (CHA) will receive proposals for contract(s) for **On-Call Apartment Maintenance and Repair Services for occupied and vacant units at Various CHA locations until 2:30 p.m.** local time, on March 28, 2023. After this deadline, no other Proposals or modifications to previously submitted proposal packages will be accepted. Your proposal may be submitted electronically to pwaring@chacity.org or delivered to The Housing Authority of the City of Charleston, ATTN: Priscilla M. Waring, Procurement & Contracts Manager, 550 Meeting Street Room 102, Charleston, SC 29403.

Proposal documents are available for public viewing after 2:30 p.m. on Tuesday, March 7, 2023, at the Housing Authority's Maintenance Facility located at 545 Meeting Street, Charleston SC 29403. Proposal documents are available for download at www.aeplanroom.com. Project-related questions may be directed to Priscilla M. Waring via email at pwaring@chacity.org.

Any / all questions/requests for interpretation shall be submitted in writing to pwaring@chacity.org and to be given consideration shall be received by 12:00 pm on Friday, March 17, 2023. Any / all such interpretations and any supplemental instructions will be in the form of a written Addenda to the Specifications that, if issued, will be released on Tuesday, March 21, 2023, by 4:30 pm.

Proposals submitted will be evaluated to determine if they are responsive to the solicitation. If they are determined to be responsive a CHA-selected committee will evaluate the proposals based on the following criteria: Approach to Services 30%; Qualification of Contractor 20%; Experience and References of contractor 20%; Cost Proposal 25%; Section 3 Business or Section 3 Business Plan 5%. Total Possible 100%.

This federally assisted contract will obligate the contractor and subcontractors to comply with local, state, and federal regulations for employment and business practices. The Contractors and Subcontractors must comply with the applicable Davis-Bacon Act; HUD Maintenance Wage Rate; Federal Labor Standards provisions; and Section 3 Provisions of the Housing and Urban Development Act of 1968. Minority and Women-Owned Businesses and Veterans are encouraged to respond. CHA reserves the rights to retain all proposal packages submitted and use any idea in a proposal package regardless of whether the package is selected and reserves the right to wave irregularities, to reject any/and all proposals and re-advertise this project in accordance with any state, local and federal regulations.

Arthur S. Milligan, Jr., President & CEO