

## Request For Proposals

### Janitorial Services for CHA Administrative Buildings Various Locations

Job No.: 190203  
Release Date: January 24, 2019  
Due Date: February 12, 2019  
Due Time: 2:00 p.m.

The Housing Authority of the City of Charleston (CHA) will receive proposals for a contract for Janitorial Services for the CHA Administrative Buildings at Various Locations.

Proposals will be accepted until 2:00 p.m. local time on February 12, 2019 at The Housing Authority of the City of Charleston, 550 Meeting Street, Room 232, Charleston South Carolina 29403. After this deadline, no other proposals will be accepted.

A walkthrough of the sites will be held on Thursday, January 31, 2019 at 10:00 a.m. at 545 Meeting Street, Charleston, SC 29403.

Proposal packages submitted will be evaluated by an evaluation committee selected by CHA and ranked by the evaluation factors: Fee Schedule 35%; Approach to Services 30%; Business Capabilities 25%; References 5%; Section 3 Business and/or Section 3 Plan 5%.

Copies of the proposal documents may be obtained from Priscilla Waring Lee, Procurement & Contracts Manager; email [pml@chacity.org](mailto:pml@chacity.org); phone (843) 720-5345; Fax (843) 973-3481

This contract is federally assisted; and will obligate the awardee not to discriminate in employment practices as mandated by the Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968. Minority and women owned business are encouraged to respond. CHA reserves the rights to retain all proposal packages submitted and use any idea in a package regardless of whether the package is selected. CHA reserves the right to wave irregularities and to reject any and all proposals.

Donald J. Cameron, NAHRO Fellow, President & CEO