



REQUEST FOR PROPOSALS
MEETING STREET MANOR RENOVATIONS
JOB NO.: 251201
DUE DATE: JANUARY 8, 2026

The Housing Authority of the City of Charleston (“CHA”) requests proposals from qualified contractors to provide comprehensive renovations to the Meeting Street Manor public housing site. The site comprises 73 units of federally subsidized public housing.

Proposal documents may be obtained from the A&E digital plan room beginning Sunday, November 9, 2025, at <https://www.aeplanroom.com/jobs/public>. A set of documents will be available for public viewing at the Housing Authority of the City of Charleston Procurement and Contracts Management Department, Suite 102, 550 Meeting Street, Charleston, SC 29403, on Monday, November 10, 2025.

Proposal submissions must be received by January 8, 2026, no later than 2:00 p.m. EST. After this deadline, no other proposals or modifications to previously submitted proposal packages will be accepted.

Three (3) bound copies of the proposal package should be mailed or hand-delivered to Housing Authority of the City of Charleston, Procurement and Contracts Management Department, Suite 102, Charleston, SC 29403. Please show the solicitation number and the Job number on the outside of any mailing package.

A Pre-proposal conference, followed by a site visit, will be held on Friday, November 21, 2025, at 10:00 a.m., at the CHA Administrative Building, 550 Meeting Street, Charleston, SC 29403.

Questions regarding this solicitation specification must be received by CHA no later than 12:00 noon on December 15, 2025. Questions must be submitted in writing to Mr. Peter G. Sherman, Director of Development at pgs@chacity.org. CHA will respond to relevant questions with an addendum to be issued no later than December 22, 2025.

A CHA-selected committee will evaluate the proposal packages submitted to select a proposal that represents the best value to CHA based on the criteria listed: Related Experience 30%; Cost 40%; Financial Stability 10%; Company Profile 10%; Project Timeline 5%; Section 3 Business/Plan 5%. Total possible points 100%.

This is a federally assisted project that will obligate the ultimate awardee to not discriminate in employment practices and to otherwise comply with applicable federal requirements. Minority and women-owned businesses are encouraged to respond. CHA reserves the right to retain all submitted Proposal packages and to use any idea in any package, regardless of whether the package is selected. CHA reserves the right to waive irregularities and to reject any Proposals and to cancel this solicitation. *General procurement questions may be directed to Priscilla M. Waring, Procurement and Contracts, Director at contracts@chacity.org*

Arthur S. Milligan, Jr., President & CEO