QUOTATION REQUEST

Contractor:_____
(SIGNATURE)

NAME:_____

ADDRESS:_____

CITY:_____STATE:_____ZIP:_____

PHONE:_____

The Butler Metropolitan Housing Authority is requesting your quotation for the herein described work to be performed at **1930 Vance Street, TOWNHOMES WEST, MIDDLETOWN, OH 45045.**
Please quote us your best price on the enumerated work as described in detail within the attached specifications and the Quotation Request package. Your quotation to be accepted must reach us by **3:00 P.M.** on **Tuesday, July 11, 2017**.

The general scope of work to be performed is as follows: See the attached drawings and Summary of Work Section for the required work.

The Contractor shall provide all work in accordance with the attached documents. The quotation price shall be held for 30 days from the quotation due date. The quotation is expected to be over $2,000.00 therefore, the Contractor has to comply with the prevailing wage requirements.

HUD General Conditions for Construction (HUD-5370-EZ) are applicable to this job and become a part of the contract.

HUD Instruction to Bidders (HUD-5369) are applicable to this job and become a part of this contract.

Insurance Requirements are as follows:

$1,000,000.00 Commercial General Liability

$1,000,000.00 Automobile Liability on owned, non-owned and hired motor vehicles used in connection with this work. Insurance certificate must name the BUTLER METROPOLITAN HOUSING AUTHORITY as a third party insured.

Proof of insurance shall be attached to the proposal/price quotation. The term of the insurance must exceed the duration of the work. Proof of coverage shall be maintained uninterrupted for the duration of the contract. Failure to maintain coverage shall be considered as in default of the contract.

Workmen's Compensation, in accordance with State Law for all employees engaged under this contract. A copy of the contractor's current State Workmen's Compensation Certificate is required. The term of the certificate must exceed the term of the work. Failure of the contractor to maintain such uninterrupted coverage will be grounds for the Contracting Officer to terminate the contract for default.

A Preconstruction Conference will be held prior to commencement of the work. The conference will include a variety of discussion items, including the explanation of Part 5 of the Labor Regulations as mandated by the U. S. Department of Labor. The work must be completed within the timeframes established in the **Notice to Proceed** that will be issued after the close of this meeting.

Project Duration will be forty-five (45) days from a date as established by a future Notice to Proceed.

Liquidated Damages will be assessed at the rate of $250.00/day for each day beyond the established completion date.

Tax Exemption. The BMHA is "tax exempt". The successful bidder will be provided with the BMHA tax exempt certificate.

Affidavit of Ownership/IRS Tax Number: The successful bidder will be required to provide an Affidavit of Ownership attesting and the company's tax number on IRS form W-9.

Regulations, Part 5: Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction are applicable to this job and become a part of this contract.

Minority Business Enterprise (MBE)/Employee Utilization Form. It is the intentions of the Butler Metropolitan Housing Authority to meet a goal of 20% for all contracts awarded. The bidder for this work must show his MBE participation in his response and complete the Employee Utilization Form.

The Bidder acknowledges the percent of Minority Business Enterprise and Female Business enterprise within the total quotation price as:

_____MBE percent _____FBE percent

Development Director: If you should have any questions, please direct them to Jeff Ranck, Development Director, at 513-868-5203 at least ten days prior to the bid due date.

NOTE: BMHA will notify all bidders as to the result of the price quotations received, in writing, at the earliest possible date, with a telephone call no later than the first work day following the bid.

BMHA reserves the right to reject any and all quotations and waive any bid formality when it is in the Authority's best interest to do so. Once the quotations are received, the BMHA will meet with the successful low bidder to clarify details of the project.

NO CONSULTATION MAY BE MADE ON THE DAY THE QUOTES ARE DUE.

ATTENTION: Submit quotes in a sealed envelope with the project name, due date and time of closing clearly written on the outside of the envelope.

Thank you for your interest and cooperation
THE BUTLER METROPOLITAN HOUSING AUTHORITY

Ben Jones
Executive Director