

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

WESTMORELAND COUNTY HOUSING AUTHORITY
FORM OF PROPOSAL - OFFICIAL BID
ATTACHMENT A.2

The undersigned, having fully familiarized themselves with all aspects of the IFB, hereby proposes the following **Vacant Unit Preparation - Maintenance & Construction Related Services Fee Proposal** at the following locations:

TABLE FP-1

NORTHERN MAINTENANCE REGION						
REPAIR & CONSTRUCTION RELATED SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit	Employee Classification	Bid Price/ Hr.	Total Bid Price
3.2.1.1	1	80	Hours	Working Foreman/Supervisor Labor Rate	\$	\$
3.2.1.2	2	80	Hours	Carpenter Labor Rate	\$	\$
3.2.1.3	3	80	Hours	Laborer Labor Rate	\$	\$
3.2.1.4	4	80	Hours	Painter Labor Rate	\$	\$
3.2.1.5	5	40	Hours	Electrician Labor Rate	\$	\$
3.2.1.6	6	40	Hours	Plumber Labor Rate	\$	\$
3.2.1.7	7	40	Hours	HVAC Tech Labor Rate	\$	\$
3.2.1.8	8	40	Hours	Janitorial Labor Rate	\$	\$
					% Mark-Up x Basis of Bid Quantity	
3.2.1.9	9	\$ 5,000	Dollars	Supplies/Materials that may be needed for Repair Services that the Contractor is not otherwise already required to provide as a part of the proposed fees. Contractors shall enter a percentage mark-up (1.0 = 0%) within the bid to arrive at a total base bid.		\$
TOTAL CONTRACT VALUE						\$
NORTHERN REGION - REPAIR & CONSTRUCTION RELATED SERVICES BID						\$

- Note: Basis of Bid quantities represented are to be used to determine a low bid. The values do not represent actual estimates of work on an annual basis.

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-2

CENTRAL MAINTENANCE REGION						
REPAIR & CONSTRUCTION RELATED SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit	Employee Classification	Bid Price/Hr.	Total Bid Price
3.2.1.1	1	80	Hours	Working Foreman/Supervisor Labor Rate	\$	\$
3.2.1.2	2	80	Hours	Carpenter Labor Rate	\$	\$
3.2.1.3	3	80	Hours	Laborer Labor Rate	\$	\$
3.2.1.4	4	80	Hours	Painter Labor Rate	\$	\$
3.2.1.5	5	40	Hours	Electrician Labor Rate	\$	\$
3.2.1.6	6	40	Hours	Plumber Labor Rate	\$	\$
3.2.1.7	7	40	Hours	HVAC Tech Labor Rate	\$	\$
3.2.1.8	8	40	Hours	Janitorial Labor Rate	\$	\$
					% Mark-Up x Basis of Bid Quantity	
3.2.1.9	9	\$ 5,000	Dollars	Supplies/Materials that may be needed for Repair Services that the Contractor is not otherwise already required to provide as a part of the proposed fees. Contractors shall enter a percentage mark-up (1.0 = 0%) within the bid to arrive at a total base bid.		\$
TOTAL CONTRACT VALUE						\$
CENTRAL REGION - REPAIR & CONSTRUCTION RELATED SERVICES BID						\$

- Note: Basis of Bid quantities represented are to be used to determine a low bid. The values do not represent actual estimates of work on an annual basis.

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-3

SOUTHERN MAINTENANCE REGION						
REPAIR & CONSTRUCTION RELATED SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit	Employee Classification	Bid Price/Hr.	Bid Price
3.2.1.1	1	80	Hours	Working Foreman/Supervisor Labor Rate	\$	\$
3.2.1.2	2	80	Hours	Carpenter Labor Rate	\$	\$
3.2.1.3	3	80	Hours	Laborer Labor Rate	\$	\$
3.2.1.4	4	80	Hours	Painter Labor Rate	\$	\$
3.2.1.5	5	40	Hours	Electrician Labor Rate	\$	\$
3.2.1.6	6	40	Hours	Plumber Labor Rate	\$	\$
3.2.1.7	7	40	Hours	HVAC Tech Labor Rate	\$	\$
3.2.1.8	8	40	Hours	Janitorial Labor Rate	\$	\$
					% Mark-Up x Basis of Bid Quantity	
3.2.1.9	9	\$ 5,000	Dollars	Supplies/Materials that may be needed for Repair Services that the Contractor is not otherwise already required to provide as a part of the proposed fees. Contractors shall enter a percentage mark-up (1.0 = 0%) within the bid to arrive at a total base bid.		\$
TOTAL CONTRACT VALUE						\$
SOUTHERN REGION - REPAIR & CONSTRUCTION RELATED SERVICES BID						\$

- Note: Basis of Bid quantities represented are to be used to determine a low bid. The values do not represent actual estimates of work on an annual basis.

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-4

NORTHERN MAINTENANCE REGION						
CLEANING SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit of Measure	Unit Classification	Bid Price/Unit	Bid Price
3.2.3.1	1	20	Units	0-bedroom (Efficiency)	\$	\$
3.2.3.2	2	20	Units	1-bedroom	\$	\$
3.2.3.3	3	20	Units	2-bedroom	\$	\$
3.2.3.4	4	5	Units	3-bedroom	\$	\$
3.2.3.5	5	5	Units	4-bedroom	\$	\$
3.2.3.6	6	5	Units	5-bedroom	\$	\$
3.2.3.7	7	1	HR	Cleaning Janitorial Labor Rate Used	\$	\$
TOTAL CONTRACT VALUE						\$
NORTHERN REGION - CLEANING SERVICES BID						

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-5

CENTRAL MAINTENANCE REGION						
CLEANING SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit of Measure	Unit Classification	Bid Price/Unit	Bid Price
3.2.3.1	1	20	Units	0-bedroom (Efficiency)	\$	\$
3.2.3.2	2	20	Units	1-bedroom	\$	\$
3.2.3.3	3	20	Units	2-bedroom	\$	\$
3.2.3.4	4	5	Units	3-bedroom	\$	\$
3.2.3.5	5	5	Units	4-bedroom	\$	\$
3.2.3.6	6	5	Units	5-bedroom	\$	\$
3.2.3.7	7	1	HR	Cleaning Janitorial Labor Rate Used	\$	\$
TOTAL CONTRACT VALUE						\$
CENTRAL REGION - CLEANING SERVICES BID						

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-6

SOUTHERN MAINTENANCE REGION						
CLEANING SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit of Measure	Unit Classification	Bid Price/Unit	Bid Price
3.2.3.1	1	20	Units	0-bedroom (Efficiency)	\$	\$
3.2.3.2	2	20	Units	1-bedroom	\$	\$
3.2.3.3	3	20	Units	2-bedroom	\$	\$
3.2.3.4	4	5	Units	3-bedroom	\$	\$
3.2.3.5	5	5	Units	4-bedroom	\$	\$
3.2.3.6	6	5	Units	5-bedroom	\$	\$
3.2.3.7	7	1	HR	Cleaning Janitorial Labor Rate Used	\$	\$
TOTAL CONTRACT VALUE						\$
SOUTHERN REGION - CLEANING SERVICES BID						

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-7

NORTHERN MAINTENANCE REGION						
SUPPLEMENTAL SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit of Measure	Unit Classification	Bid Price/Unit	Bid Price
3.2.4.1	1	120	Each	Trip Charge - Inspection (Pre-Construction Inspection / Scoping Evaluation)	\$	\$
				Ref. Note 2		
3.2.4.2	2	120	Each	Scope & Cost Estimate (Project scoping cost estimate)	\$	\$
				Ref. Note 3		
TOTAL CONTRACT VALUE						\$
NORTHERN REGION - SUPPLEMENTAL SERVICES BID						

- 1. Note: Basis of Bid quantities represented are to be used to determine a low bid. The values do not represent actual estimates of work on an annual basis.
- 2. Note: If contractors consider the Trip Charge as part of their normal overhead functions then bidders have the right to not charge and shall insert a zero into the unit price and overall bid price.
- 3. Note: If contractors consider the preparation of Project Scoping Line Item Cost Estimates as part of their normal overhead functions then bidders have the right to not charge and shall insert a zero into the unit price and overall bid price.

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-8

CENTRAL MAINTENANCE REGION						
SUPPLEMENTAL SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit of Measure	Unit Classification	Bid Price/Unit	Bid Price
3.2.4.1	1	120	Each	Trip Charge - Inspection (Pre-Construction Inspection / Scoping Evaluation)	\$	\$
				Ref. Note 2		
3.2.4.2	2	120	Each	Scope & Cost Estimate (Project scoping cost estimate)	\$	\$
				Ref. Note 3		
TOTAL CONTRACT VALUE						\$
CENTRAL REGION - SUPPLEMENTAL SERVICES BID						

- 1. Note: Basis of Bid quantities represented are to be used to determine a low bid. The values do not represent actual estimates of work on an annual basis.
- 2. Note: If contractors consider the Trip Charge as part of their normal overhead functions then bidders have the right to not charge and shall insert a zero into the unit price and overall bid price.
- 3. Note: If contractors consider the preparation of Project Scoping Line Item Cost Estimates as part of their normal overhead functions then bidders have the right to not charge and shall insert a zero into the unit price and overall bid price.

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-9

SOUTHERN MAINTENANCE REGION						
SUPPLEMENTAL SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit of Measure	Unit Classification	Bid Price/Unit	Bid Price
3.2.4.1	1	120	Each	Trip Charge - Inspection (Pre-Construction Inspection / Scoping Evaluation)	\$	\$
				Ref. Note 2		
3.2.4.2	2	120	Each	Scope & Cost Estimate (Project scoping cost estimate)	\$	\$
				Ref. Note 3		
TOTAL CONTRACT VALUE						\$
SOUTHERN REGION - SUPPLEMENTAL SERVICES BID						

- 1. Note: Basis of Bid quantities represented are to be used to determine a low bid. The values do not represent actual estimates of work on an annual basis.
- 2. Note: If contractors consider the Trip Charge as part of their normal overhead functions then bidders have the right to not charge and shall insert a zero into the unit price and overall bid price.
- 3. Note: If contractors consider the preparation of Project Scoping Line Item Cost Estimates as part of their normal overhead functions then bidders have the right to not charge and shall insert a zero into the unit price and overall bid price.

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-10

NORTHERN MAINTENANCE REGION						
PAINTING SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit of Measure	Unit Classification	Bid Price/Unit	Bid Price
3.2.2.1	1	20	Units	Full-unit: 0-bedroom (Studio)	\$	\$
3.2.2.2	2	20	Units	Full-unit: 1-bedroom	\$	\$
3.2.2.3	3	20	Units	Full-unit: 2-bedroom	\$	\$
3.2.2.4	4	5	Units	Full-unit: 3-bedroom	\$	\$
3.2.2.5	5	5	Units	Full-unit: 4-bedroom	\$	\$
3.2.2.6	6	5	Units	Full-unit: 5-bedroom	\$	\$
3.2.2.7	7	10	Units	Touch-up: 1-hour	\$	\$
3.2.2.8	8	10	Units	Touch-up: 1½-hour	\$	\$
3.2.2.9	9	10	Units	Touch-up: 2-hour	\$	\$
3.2.2.10	10	5	Units	Touch-up: 2½-hour	\$	\$
3.2.2.11	11	5	Units	Touch-up: 3-hour	\$	\$
3.2.2.12	12	5	Units	Touch-up: 3½-hour	\$	\$
3.2.2.13	13	5	Units	Touch-up: 4-hour	\$	\$
3.2.2.14	14	1	HR	Painting Labor Rate Used	\$	\$
TOTAL CONTRACT VALUE						\$
NORTHERN REGION - PAINTING SERVICES BID						

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-11

CENTRAL MAINTENANCE REGION						
PAINTING SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit of Measure	Unit Classification	Bid Price/Unit	Bid Price
3.2.2.1	1	20	Units	Full-unit: 0-bedroom (Studio)	\$	\$
3.2.2.2	2	20	Units	Full-unit: 1-bedroom	\$	\$
3.2.2.3	3	20	Units	Full-unit: 2-bedroom	\$	\$
3.2.2.4	4	5	Units	Full-unit: 3-bedroom	\$	\$
3.2.2.5	5	5	Units	Full-unit: 4-bedroom	\$	\$
3.2.2.6	6	5	Units	Full-unit: 5-bedroom	\$	\$
3.2.2.7	7	10	Units	Touch-up: 1-hour	\$	\$
3.2.2.8	8	10	Units	Touch-up: 1½-hour	\$	\$
3.2.2.9	9	10	Units	Touch-up: 2-hour	\$	\$
3.2.2.10	10	5	Units	Touch-up: 2½-hour	\$	\$
3.2.2.11	11	5	Units	Touch-up: 3-hour	\$	\$
3.2.2.12	12	5	Units	Touch-up: 3½-hour	\$	\$
3.2.2.13	13	5	Units	Touch-up: 4-hour	\$	\$
3.2.2.14	14	1	HR	Painting Labor Rate Used	\$	\$
TOTAL CONTRACT VALUE CENTRAL REGION - PAINTING SERVICES BID						\$

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

TABLE FP-12

SOUTHERN MAINTENANCE REGION						
PAINTING SERVICES						
IFB-Section	Bid Item	Basis of Bid Quantity	Unit of Measure	Unit Classification	Bid Price/Unit	Bid Price
3.2.2.1	1	20	Units	Full-unit: 0-bedroom (Studio)	\$	\$
3.2.2.2	2	20	Units	Full-unit: 1-bedroom	\$	\$
3.2.2.3	3	20	Units	Full-unit: 2-bedroom	\$	\$
3.2.2.4	4	5	Units	Full-unit: 3-bedroom	\$	\$
3.2.2.5	5	5	Units	Full-unit: 4-bedroom	\$	\$
3.2.2.6	6	5	Units	Full-unit: 5-bedroom	\$	\$
3.2.2.7	7	10	Units	Touch-up: 1-hour	\$	\$
3.2.2.8	8	10	Units	Touch-up: 1½-hour	\$	\$
3.2.2.9	9	10	Units	Touch-up: 2-hour	\$	\$
3.2.2.10	10	5	Units	Touch-up: 2½-hour	\$	\$
3.2.2.11	11	5	Units	Touch-up: 3-hour	\$	\$
3.2.2.12	12	5	Units	Touch-up: 3½-hour	\$	\$
3.2.2.13	13	5	Units	Touch-up: 4-hour	\$	\$
3.2.2.14	14	1	HR	Painting Labor Rate Used	\$	\$
TOTAL CONTRACT VALUE						\$
SOUTHERN REGION - PAINTING SERVICES BID						

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

BID SUMMARY

The WCHA (HA) reserves the right to award contracts to the lowest bidders found to be responsive and responsible in each Maintenance Region. Bid Options have been structured to provide the HA with the greatest flexibility to award a single source contract if a contractor is the low bidder in each maintenance region or multiple contracts if different contractors are low bidder in a respective maintenance district. The award of multiple contracts will allow the HA to use any contract awarded in any maintenance district if the low bidder in that district can't respond to the needs of the HA in a timely manner. The following bid summaries shall represent bid pricing identified within Tables FP 1-12 above.

	NORTHERN MAINTENANCE REGION	TOTAL BID
	REPAIR & CONSTRUCTION RELATED SERVICES BID	\$
	CLEANING SERVICES BID	\$
	SUPPLEMENTAL SERVICES BID	\$
	TOTAL CONTRACT VALUE	\$
	CENTRAL MAINTENANCE REGION	TOTAL BID
	REPAIR & CONSTRUCTION RELATED SERVICES BID	\$
	CLEANING SERVICES BID	\$
	SUPPLEMENTAL SERVICES BID	\$
	TOTAL CONTRACT VALUE	\$
	SOUTHERN MAINTENANCE REGION	TOTAL BID
	REPAIR & CONSTRUCTION RELATED SERVICES BID	\$
	CLEANING SERVICES BID	\$
	SUPPLEMENTAL SERVICES BID	\$
	TOTAL CONTRACT VALUE	\$

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

	NORTHERN MAINTENANCE REGION	TOTAL BID
	PAINTING SERVICES BID	\$
	TOTAL CONTRACT VALUE	\$
	CENTRAL MAINTENANCE REGION	TOTAL BID
	PAINTING SERVICES BID	\$
	TOTAL CONTRACT VALUE	\$
	SOUTHERN MAINTENANCE REGION	TOTAL BID
	PAINTING SERVICES BID	\$
	TOTAL CONTRACT VALUE	\$

Bidder by submission of the above bid amounts represents the project scope of work and bid documents have been thoroughly reviewed and evaluated including additional requests related to the interpretation or clarification of the design intent of the bid documents and acknowledgment of Addendum(s), if applicable. Bidder represents that it has the knowledge, skill, labor, equipment and expertise to perform the work described and illustrated within the Contract Documents; that it understands that it must make reasonable inferences to determine portions of the work not illustrated within the Contract Documents that would insure a complete project meeting as a minimum industry standards for the particular assignment. Bidder further acknowledges the bid amount represents all costs for such inferences in its bid; and, that Bidder is not relying on representations from the Contract Documents for the purpose of determining the means, methods, sequences of procedures of performing the work.

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

Bidder certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. He certifies further that he will not maintain or provide for his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder agrees that a breach of this certification is a violation of the Equal Opportunity clause in this contract. As used in this certification, the term “segregated facilities” means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or other entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. He further agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause; that he will retain such certifications in his files; and that he will forward a notice to his proposed subcontractors as provided in the Instructions to Bidders.

The Owner reserves the right to reject any and all bids and to waive any informality in the bidding and Bidder understands and agrees to this right and reservation by submitting the above bid.

The Owner reserves the right to evaluate and hold all bids and bid securities for a period of **Ninety (90)** calendar days following the date of public opening; Bidder understands and agrees to this right and reservation by submitting the above bid.

Upon acceptance of this bid at any time before this bid is withdrawn, the undersigned agrees to execute and deliver a Contract in the prescribed form and furnished the required Insurance Certificates within ten (10) days after the Notice of Award.

BID ADDENDUM ACKNOWLEDGEMENT:

1. BID ADDENDUM RECEIVED: Yes_____Date_____
2. BID ADDENDUM RECEIVED: Yes_____Date_____
3. BID ADDENDUM RECEIVED: Yes_____Date_____

INVITATION FOR BIDS (IFB) NO. WCHA 2025.18.1.1
FORM OF PROPOSAL
Vacant Unit Preparation - Maintenance & Construction Related Services

BID EXECUTION:

Name of Bidder _____

Business Type _____ (Tax Filing Status)

Business Physical Address _____

Business Phone: _____

Business E.I.N. _____

By _____
(Signature of person authorized to sign bid) (Blue Ink)

Title _____

Corporate Seal:

Bid Submission Date: _____ , 2025