



Carpet & Installation Services

RFQ 9.6.2022: Carpet & Installation Services

Publication of Request: September 6, 2022

Submission of Response Deadline: September 30, 2022 at 10:00am



7315 Hanna Street Fort Wayne, Indiana 46816
 260.267.9300 T 260.755.1058 TDD | fwha.org

THIS IS NOT AN ORDER
Carpet Installation

The Fort Wayne Housing Authority (FWHA) is seeking a professional partner to assist with the removal and installation of carpet including padding in our empty / vacant units. The Fort Wayne Housing consist of 10 Properties and 50 Scattered Site Homes. The properties are outlined as follows:

Prospective Bidders:

Please quote us your best price on the items enumerated below. Your quotation, to be accepted, must reach us by **Friday, September 30, 2022 at 10:00 a.m.** with the following attachments: **Cost/Price Analysis.** The FWHA is exempt from both Federal Excise and Indiana Sales Tax.

Property & Addresses	# Bedroom Sizes
Miami Homes - 2111 Cheyenne Drive	48 Units 32 Efficiency - 16 One Bedrooms
Beacon Heights - 2210 Beacon Street	100 Units 96 One Bedrooms & 4 Two Bedrooms
North Highlands - 2100 Saint Mary's Avenue	105 Units 101 One Bedrooms - 4 Two Bedrooms
Tall Oaks - 7300 Decatur Road	105 Units 103 One Bedrooms - 2 Two Bedrooms
Maumee Terrace - 902-932 Harmar Street	16 Units - 16 One Bedrooms
River Cove - 2430 River Cove Lane	75 Units 37 Two Bedrooms - 26 Three Bedrooms - 6 Four Bedrooms
Brooklyn Manor BMA - 3626 Brooklyn Ave	52 Units 26 One Bedrooms - 26 Two Bedrooms
Village of Brooklyn Pointe – 2003-2007-2011 Nuttman	20 Units 10 One Bedrooms - 10 Two Bedrooms
Whispering Oaks - 7284-7288 Decatur Rd	24 Units 24 One Bedrooms
SSV - 7260-7240 John St	16 Units - 16 One Bedrooms

FAX

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Scattered Sites

Carpet: Nayland II 20 oz.

Tile: Special Bonded Cushion

51 Units

40 Three Bedrooms

10 Four Bedrooms

2807 Abbott St.	1314 Lombard St.	5003 Hoagland Ave.	5320 S. S. Webster St.
3313 Alpine Ave.	2603 Mauldin Dr.	3517 Holton Ave.	2210 Drexel Ave.
3007 S. Barr St.	5326 McClellan Ave.	2716 John St.	2825 John St.
5601 Bowser Ave.	1101 Oak St.	1405 Sinclair St.	822 Huffman
2505 Carlton Ct.	2133 Ontario St.	228 Cumberland	230 Cumberland
2530 Carver Ct.	2725 Oxford St.	504 Brackenridge - HOP	5210 S. Webster St.
2608 Carver Ct.	2511 Pittsburgh St.	1520 E. Creighton St.	3615 Rodgers Ave.
3020 Central Dr.	2517 Pittsburgh St.	3012 Drexel Ave.	3704 E. Rudisill Blvd.
3428 Chestnut St.	2305 Rehm Dr.	2917 Euclid Ave.	3902 E. Rudisill Blvd.
2614 Evans St.	5001 South Park Dr.	2714 Greenview Ave.	1123 Wabash Ave.
805 Fairfax St.	3320 Turpie St.	1501 High St.	2806 Weisser Park Ave.
2904 Gay ST.	3324 Turpie St.	2727 S. Hanna St.	4906 S. Webster St.
1129 Grant Ave.	1029 Ventura Ln.	4701 S. Hanna St.	

The Authority is looking for carpet providers to assist us in replacing flooring throughout entire property stock as the need arises.

The provider will assist FWHA in maintaining a 2-3 day turnaround on the Make-Ready apartments. This would require the recipient to provide prompt, expedient and timely service which would require maintaining a quantity of carpet on hand to ensure that our deliverables are met.

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The specifications of the padding and carpet are as follows:

Properties	Property Name	Carpet
AMP1	Beacon	Neyland 20 oz. Glue Down
	McCormick	
AMP2	Miami Homes	Neyland 20 oz. – 3/8” Special Bond Cushion
	Brookmill	Neyland 20 oz. Glue Down
	Village of Brooklyn Pointe	Everyday Easy Walnut – ½” Black Diamond
AMP3	Tall Oaks	Neyland 20 oz. Glue Down
	Maumee Terrace	Neyland 20 oz. Glue Down
	Whispering Oaks	Endless Naturals Barley 3/8” Black Diamonds
AMP4	North Highlands	Neyland 20 oz. Glue Down
	River Cove	Neyland 20 oz. – 3/8 Special Bond Cushion
SSV	South Side Villas	Meadow EP BL Chickery Rubber Cushion
BMA	Brooklyn Manor	This Is IT Plus Mink – 3/8” Sarony

DESCRIPTION

The FWHA job sites are located in Fort Wayne, IN. Contractor shall provide all necessary labor, material, supplies and equipment listed in above. All responses to the RFQ must be received on or before **September 30, 2022 at 10:00am.**

Any suspected discrepancies should be brought to the attention of FWHA prior to submitting a proposal. Any questions should be brought to the attention of Keith Morrison at 260.267.9300 ext. 7600, Monday through Thursday, between the hours of 8:30 a.m. and 4:30 p.m. and Fridays between the hours of 8:00a.m. to 12:00pm.

Please contact Dan Kuleff at (260) 267-9300 ext. 7301 to schedule a site visit.

All responses must be mailed (certified or carrier) to Dan Kuleff by **10:00 AM Friday, September 30, 2022 with a Cost/Price Analysis (See Attached)** detailing the cost based on the outlined scope below.

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FWHA will award the contract on the best bid received, but reserves the right to waive any informalities in the bidding.

Contractor shall be responsible for obtaining and paying for all permits and inspections necessary to complete all work related to the specifications. All work shall comply with Federal, State and local codes.

Contractor shall repair any damage done by their employees in the performance of this work at no expense to FWHA.

Sites visits will be scheduled for any respondent that intends to bid on the Request for Quote (RFQ). Please contact Dan Kuleff at 260.410.2980 to schedule times to tour our properties.

Thank You.

Attachment 1:

Cost Price Analysis

FAX

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Carpet and Installation

Vendor

Name _____

Miami Homes PH004	Cost per sqft Carpet	Carpet Cost	Pad Cost	Install Cost	Total Unit Cost
Bedroom Size					
0 BR					
1 BR					

Beacon Heights PH005	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
1 BR					
2 BR					

North Highlands PH008	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
1 BR					
2 BR					

Tall Oaks PH010	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
1 BR					
2 BR					

Maumee Terrace PH011	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
1 BR					

River Cove PH015	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
1 Bdrm 1 Bath					
2 Bdrm 1 Bath					
3 Bdrm 2 Bath					
3 Bdrn 1 Bath					
4 Bdrm 2 Bath					

Village of Brooklyn Pointe - VBP	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
1 BR					
2 BR					

Whispering Oaks - PHWO	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
1 BR					

South Side Senior Villas - SSV	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
1 BR					

Brooklyn Manor	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
1 BR					
2 BR					

Scattered Sites	Unit Sq. Ft. Carpet	Carpet Cost	Pad Cost	Install Cost	Total
Bedroom Size					
3 Bdrm 1 1/2					
3 Bdrm 2 Bath					
4 Bdrm 1 1/2					

FWHA's RESERVATION OF RIGHTS:

Definitions:

Respondent – Company or individual responding to the

RFQ Contractor – Company or individual who is awarded the contract

FWHA reserves the right to:

1. FWHA reserves the right to reject any or all Responses, to waive any informality in the RFQ process, or to terminate the RFQ process at any time, if deemed by the FWHA to be in its best interests.
2. FWHA reserves the right not to award a contract pursuant to this RFQ.
3. FWHA reserves the right to terminate a contract awarded pursuant to this RFQ, at any time for its convenience upon fourteen (14) days written notice to the successful Respondent(s).
4. FWHA reserves the right to determine the days, hours and locations that the successful Respondent(s) shall provide the services called for in this RFQ.
5. FWHA reserves the right to retain all Responses submitted and not permit withdrawal for a period of sixty (60) days subsequent to the deadline for receiving Responses without the written consent of the FWHA Contract Administrator (CA).
6. FWHA reserves the right to negotiate the fees proposed by the Respondent entity. If such negotiations are not, in the opinion of FWHA's CA, successfully concluded within a reasonable timeframe as determined by FWHA. FWHA shall retain the right to end such negotiations.
7. FWHA reserves the right to reject and not consider any Response that does not meet the requirements of this RFQ, including but not necessarily limited to incomplete Responses and/or Responses offering alternate or non-requested services.

FAX

8. submitted that does not conform to any of the requirements detailed herein. Each prospective respondent further agrees that he/she will inform FWHA's CA in writing within five (5) days of the discovery of any item that is issued thereafter by FWHA that he/she feels needs to be addressed. Failure to abide by this timeframe shall relieve FWHA, but not the prospective respondent, of any responsibility pertaining to such issue.
9. FWHA reserves the right, prior to award, to revise, change, alter or amend any of the instructions, terms, conditions, and/or specifications identified within the RFQ documents issued, within any attachment or drawing, or within any addenda issued. All addenda will be posted on FWHA's website www.fwfa.org under Business Opportunities. Such changes that are issued before the Response submission deadline shall be binding upon all prospective respondents.
10. In the case of rejection of all Responses, FWHA reserves the right to advertise for new Responses or to proceed to do the work otherwise, if in the judgment of FWHA, the best interest of FWHA will be promoted.
11. FWHA reserves the right to, without any liability; cancel the award of any Response(s) at any time before the execution of the contract documents by all parties.
12. FWHA reserves the right to reduce or increase estimated or actual quantities in whatever amount necessary without prejudice or liability to FWHA, if:
 - 12.1 Funding is not available,
 - 12.2 Legal restrictions are placed upon the expenditure of monies for this category of service or supplies; or,
 - 12.3 FWHA's requirements in good faith change after award of the contract.

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13. FWHA reserves the right to make an award to more than one respondent based on ratings and to award with or without negotiations or a “Best and Final Offer” (BAFO).
14. FWHA reserves the right to require additional information from all respondents to determine level of responsibility. Such information shall be submitted in the form required by FWHA within two (2) days of written request.
15. FWHA reserves the right to amend the contract any time prior to contract execution.
16. FWHA reserves the right to require the Contractor to keep accurate timesheets for all employees assigned to perform any project, task, or assignment resulting from this RFQ and any resulting contract.
17. FWHA reserves the right to contact any individuals, entities, or organizations that have had a business relationship with the respondent regardless of their inclusion in the reference section of the Response submittal.
18. In the event any resulting contract is breached, prematurely terminated or cancelled due to non-performance and/or withdrawal by the Contractor, FWHA reserves the right to seek monetary restitution (to include but not limited to withholding of monies owed) from the Contractor to cover costs for interim services and/or cover the difference of a higher cost (difference between existing Contracted rate and new Contract rate) beginning the date of Contractor’s termination, breach and/or cancellation through the contract expiration date.

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19. FWHA reserves the right to require the Contractor to replace any employee, subcontractor, or other individuals and/or entities, found to be unacceptable, performing work under any contract resulting from this RFQ. Replacement shall occur within two (2) days of notification by FWHA.

20. FWHA must maintain appropriate records (payrolls, work orders, job descriptions, training program materials and apprentice/trainee registrations and any other data related to the employment and utilization of maintenance laborers and mechanics) which must be preserved for no less than three years or until resolution of any dispute. Employers under contract to FWHA to provide maintenance work must submit to FWHA their original employment records as described above or agree to retain the original employment records for three years or until resolution of any dispute subject to this solicitation.

The deadline for the submission of this Response is September 30, 2022 by 12:00 PM ET.

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