

## Notice to Bidders for Mather Window Replacement

The Albion Housing Commission will receive sealed bids in its office at 1300 Cooper Street, Albion Michigan, 49224, until **11:00 a.m. local time on Thursday, November 14, 2024**. A public opening will follow shortly afterwards. Any bid received after this time will not be considered. All work shall be performed per the plans and specifications prepared by Design House Architects and Designers LLC. – **Re-Bidding** of work shall consist of Window Replacements and repairs of associated work at Mather Apartments. All bids shall be executed on forms provided in the specifications or approved equal provided by the bidder.

Each bid must include a "non-collusion" affidavit and fully enclosed HUD 5369-A form, and a Bid Bond in the amount of five (5) percent of the amount of the bid. This bond will be forfeited in case of any failure to enter into the contract at the bid price after notification of acceptance of such a bid.

Section 3 Performance as well as all other forms as outlined in the specifications must accompany all bids. Both the Architect and Housing Commission desire all prime contractors submitting bids to encourage all minority subcontractors to perform any portions of the work which will not be performed by the contractor's forces or could be performed by the minority subcontractor. Bidders must submit written evidence that they have solicited quotations from qualified Section 3 subcontractors at the time the bidder submits its bid to the Housing Commission for all portions of work the bidder is not proposing to complete with his forces. The Architect and Housing Commission also desire that the prime contractor will make an attempt at the hiring of those housing residents that can perform any function of the work successfully. All bidders shall comply with HUD Section 3 Clause of regulation 24 C.F.R. part 135.

The Albion Housing Commission is in no way obligated to accept the lowest or any other bid submitted and reserves the right to reject any and all bids. The Albion Housing Commission also may waive informalities in any bid if it judges to do so and to defer the acceptance or rejection of such bids until the financial arrangements for the project bid are completed. The Housing Commission Board will make award recommendations at the regularly scheduled November 19, 2024, board meeting.

Plans and Specifications may be obtained from: either Design House Architects and Designers LLC or Albion Housing Commission, 1300 Cooper Street, Albion, Michigan 49224 on or after **October 28th, 2024**, in an electronic format, pdf. File @ [richard@designhousearchticets.com](mailto:richard@designhousearchticets.com)

A **pre-bid meeting** will be held at **11:00 a.m. on Wednesday, November 6, 2024**, at the Housing Commission offices with an on-site review to follow. Further site visits may be scheduled by contacting Mr. Quentin Brown - Housing Superintendent at 517-513-4716.

The contractor awarded project will provide an acceptable Performance and Payment bond equal to 100% of the contracted price. These bonds shall conform to the forms prescribed by the State Board of Accounts.

Plans, Specifications, and Instructions to Bidders are on file at The Albion Housing Commission and **Design House Architects and Designers, LLC**, 574-276-1411.

Respectfully Submitted,  
Albion Housing Commission  
Ann Kemp, PHM Executive Director