



## INVITATION TO BID

The Housing Authority of the City of Tacoma (“THA”) will receive sealed bids from qualified contractors at the offices of Tacoma Housing Authority until **2:00 PM, Local Time, on Friday, November 12, 2021**, for the installation of a electronic vehicle (EV) charging station to be located at Salishan, Tacoma, WA.

**Bids will be received at the offices of THA, 902 South L Street, Tacoma, WA 98405, (253) 207-4439, at the stated time and date, November 12, 2021 at 2:00 PM Local Time. NO LATE BIDS WILL BE ACCEPTED.**

You may obtain the full spec book by downloading it from our website at [www.tacomahousing.org](http://www.tacomahousing.org), “Vendors and Contractors, Current Bids and Proposals” section, under the Current Bids and Proposals, Property Management and the link will take you to a Project Management link to download the project manual. Follow the instructions on downloading the project manual. The downloaded document includes the Project Manual with bidding instructions and checklist. Last day for questions is **Tuesday, November 2<sup>nd</sup>, 2021 at 1:00 PM**

A pre-bid meeting will be conducted via Zoom <https://us02web.zoom.us/j/7491572493> at **11:00 AM sharp on Friday , October 29, 2021. One half hour after the Zoom meeting ends**, anyone that is interested can meet at the site, to see the site, take pictures and measurements. **Masks will be required and social distancing will be followed. The purpose of this meeting is to inspect the site.** This will be the only opportunity provided to do so. The walk through is not mandatory, but attendance is highly encouraged.

All bidders will be required to submit a certified or cashiers check to the order of THA for five percent (5%) of the total amount of the bid or a bid bond for a like sum executed by a surety company qualified to do business by the US Department of Housing and Urban Development (“HUD”) in the State of Washington as set forth on HUD Circular 570, which may be obtained on the World Wide Web at <http://www.fms.treas.gov/c570/index.html>.

An appropriate surety’s consent by a surety company qualified to do business in the State of Washington by HUD and on the approved list binding itself to become Surety for the full and faithful performance of the contract in the amount equal to one hundred percent (100%) of the contract for the protection of all persons furnishing materials or labor for fulfilling the contract is also required in all cases. A consent surety must be submitted with either type of security (5% of bid amount) including a certified cashiers check and/or bid bond. In the event the lowest bid received from a qualified and responsible bidder on this contract does not exceed the sum of \$30,000.00, THA reserves the right, but not the obligation, to treat the lowest qualified and responsible bid a small purchase contract pursuant to Section 9 of HUD Form 5369, pursuant to which the Consent of Surety shall in the event not be required

Bids will remain in force for a period of sixty (60) days after the date of opening thereof. THA reserves the right to accept bids and/or reject any or all bids and to waive any minor irregularities in the bids.

Particular attention is called to the provisions for WMBE and Equal Opportunity and Davis Bacon (building) Prevailing Wage Rates to be paid under the contract.

The bid must be submitted in a sealed envelope. The words **“SEALED BID”** with **SERVICE DESCRIPTION, CONTRACT NUMBER, DATE AND TIME OF BID OPENING WRITTEN ON THE ENVELOPE.**

No bidder may withdraw their bid within 60 days after the actual date of opening thereof.

THA reserves the right to waive any and all informalities or to reject any and all bids. THA is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, religion, age, familial status, marital status, sexual orientation, gender identity or handicapped status in the employment or provision of services.