

Request for Proposals

HVAC Service Contract

Note: This was previously requested and is being resent to comply with procurement guidelines. If you provided a bid under the first request, then you will need to resend your quote under this request.

The Alachua County Housing Authority is looking for a licensed HVAC contractor to provide monthly service on six Neighborhood Stabilization Project units located within Alachua County Florida. Interested parties should provide a detailed proposal stating what parts and services are covered and an additional cost structure for non-covered parts and labor. Awarded contractor will be provided an annual maintenance contract extendable for a maximum of 5-years. Interested parties must be licensed and insured. Questions regarding this request need to be sent to ron@acha-fl.com by **Friday December 3, 2021**.

Please send the following information to Ron@acha-fl.com by **Thursday ~~November~~ December 9, 2021** at 4:00pm.

- Business License
- Certifications for residential HVAC services
- Proof of General Liability Insurance
- Proof of Workman's Compensation Insurance or exemption
- DUNS# and/or FEIN#
- Pricing and full details of what you include for monthly HVAC services (not quarterly)
- Pricing for initial service if needed
- Pricing for non-covered items and labor

The Alachua County Housing Authority seeks the participation of Minority Business Enterprises (MBE), Women Business Enterprises (WBE), Small Business Enterprises (SBE) and local businesses. Please provide supporting documentation if you fall within any of these categories.

Ronald W. Hall

Director of Operations
352-372-2549 ext 512

Attachments: ACHA tax exemption form, Maintenance Wage Rate and unit address list