

Request for Quote Unit Turn Contract for Sunshine Inn

The Alachua County Housing Authority (ACHA) is looking to contract for unit turn services at the Sunshine Inn located at 4155 NW 13th Street, Gainesville, FL 32609. This contract will include the scope of work as noted below for unit turns on as needed basis for one year with the possibility of four additional one year extensions under an Indefinite Delivery Indefinite Quantity (IDIQ) Service Contract. The Sunshine Inn has 31 Single Room Occupancy (SRO) units and one full two-bedroom unit. There is no guarantee of the quantity of units, however we generally turn 8 vacated SRO units per year and the two-bedroom unit twice a year.

There will be a Non-Mandatory site visit on Tuesday April 11th, 2023 from 10:00am to 11:00am at 4155 NW 13th Street, Gainesville, FL 32609.

Questions regarding this RFQ are due in writing via email to Ron Hall, Director of Operations @ ron@acha-fl.com by Wednesday April 12th, 2023 at 4:00pm.

Scope of Work

The general Scope of Work under this RFQ is for the periodic unit turn of vacated units to prepare for the next resident. This will include painting and cleaning with additional repair work as needed.

Painting:

1. Scrape all old loose and/or peeling paint from walls ceilings, etc. and patch any hole under 2" in diameter (see other items below);
2. Remove all outlet/switch covers and light covers to prepare for cleaning;
3. Apply one coat of Primer to all areas that may bleed after painting (i.e. Crayon, darker paint marker, etc.);
4. Paint all surfaces including walls, ceiling, doors, window sills, trim, etc. with at least one coat of Sherwin Williams Pro Mor 400 paint: color Mission White, Interior Latex Semi-gloss. This is for design and quality standards. An approved equal may be substituted but equivalence must be provided with your quote;
5. All floors and furniture should be covered during painting;
6. Clean up is the responsibility of the contractor, all areas should remain clean at all times.

Cleaning:

1. Furniture including bed frame, dresser, desk, etc. is to be wiped down clean;
2. The kitchen including counter top, microwave, refrigerator, sink, stove/oven and cabinets must be cleaned of all grease and debris;
3. Windows in and out and mirrors are to be cleaned with window cleaner;
4. Bathroom including sink, toilet, tub/shower must be cleaned of any mold, mildew and/or dirt with over the counter bathroom cleaner specified for the job;
5. Flooring is to be scrubbed clean including grout

Other Potential Repair/Work Items:

1. Window repair;
 2. Plumbing for bath and kitchen sinks;
 3. Door jambs, doors and thresholds
 4. Wall patching for holes larger than 2" in diameter
 5. Floor tile
 6. Base boards, window sills
- This Request for Quote is not a guarantee of work and the Alachua County Housing Authority reserves the right to accept or reject any and all quotes.
 - All supplies/materials needed to complete the project are the responsibility of the contractor and should be included in your quote for painting and cleaning.
 - Your quote needs to show a base price for the two-bedroom unit and for SRO units.
 - Your quote needs to address how you will charge for additional items beyond the painting and cleaning as issues by task orders. i.e. Cost +, actual, labor rate at, etc.

Please have proposals submitted to the ACHA located at 703 NE 1st Street Gainesville, FL 32601 by the submission deadline of Tuesday April 18th, 2023 @ 4:00pm. Late bids will not be opened. Quotes may be submitted via email at ron@acha-fl.com, dropped off at the ACHA office or mailed. ACHA is not responsible for delays in receipt of your quote regardless of the method of delivery.

Notes:

Please include the following items with your quote; failure to provide one or more of these items may deem your quote non-responsive:

- a. Copy of your business license and/or proof of paid local business tax
- b. DUNS number or EIN number
- c. Proof of Workman's Compensation Insurance or exemption
- d. General Liability Insurance
- e. Listing of any Sub-Contractors to be used including items a-d for each

Thank you
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 Director of Maintenance
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