

**SECTION 3**  
**GENERATING EMPLOYMENT and CONTRACTING OPPORTUNITIES**  
**E-bid Template used for procuring Labor, Contracting, & Materials**

**DATE:** Friday, May3, 2013

**BID DUE BY:** **4:00PM, May 13, 2013**

**TO :** Section 3 Contractors

**PROJECT:** Houston Heights Towers  
330 West 19<sup>th</sup> St.  
Houston, TX 77008

**FROM:** **The Non-Profit Housing Corporation of Greater Houston**

**SUMMARY OF WORK:** Movers will assist with relocation of 195 elderly and/or disabled residents of an eight story mid-rise at 330 W. 19<sup>th</sup> Street, Houston, TX 77008. Contractor may pack each unit for resident, move to alternative apartment within complex, set up minimal belongings for temporary stay, repack and move tenant back to original unit after a three week construction period. Approximately 24% of the units will require packing, moving belongings to storage provided by contractor, moving back from storage and unpacking after a three week construction period. Storage must be climate controlled and insured. Project consists of efficiency, one bedrooms, and 1 two bedroom. Units are very small. All proposals **MUST** be broken down by unit cost. No lump sum proposals will be considered. Unit sizes are (13)Small Efficiency (318 sq. feet), (115)Medium Efficiency (329 sq. feet), (12)Large Efficiency (361 sq. feet), (26)Small One bedroom (493 sq. feet), (28)Large One Bedroom (514 sq. feet), (1)Two Bedrooms (800 sq. feet). Proposal must be broken down by cost of packing, cost of supplies, cost of moving out, cost of storage, cost of moving back, cost of unpacking, cost of storage by unit size. Floors 2-8 have 30 units each. Movers will be required to empty each floor in a two day period. Prospective bidders may meet with Linda Holder on site on Tuesday, May 7<sup>th</sup> at 9:00 to inspect the property and ask questions. Please call Linda Holder at 713-526-9470 to make an appointment for the pre-bid meeting. All bids must be received no later than 4:00pm Monday, May 13, 2013. All candidates must be bonded and carry insurance.

**Please Note: Davis Bacon Federal Labor Wage Rates apply to this project (TX100129). Please be prepared to provide a copy of your company's insurance certificate showing a required minimum \$2,000,000.00 of General Liability coverage upon award of the job.**

**CONTACT INFORMATION:** **Please e-mail this form to [linda@thehousingcorp.org](mailto:linda@thehousingcorp.org). Should have any questions, contact Ms. Linda Holder at 713-526-9470.**

Yes, I will be bidding on the project     No, I will not be bidding on this project

Contact Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Trade / Specialty: \_\_\_\_\_

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**If you or your company are not certified with the City of Houston as a Section 3 and would like to become certified, the guidelines and application(s) are available at the following City of**

**Houston website and an original should be submitted to the City of Houston for processing:**  
**<http://www.houstontx.gov/housing/sec3.html>**

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***Housing and Community Development Department (HCDD) Section 3 Program is committed to ensure that employment and economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible and consistent with existing federal, state and local laws and regulations, be directed to low-and very low income persons.***