

**CITY OF MEMPHIS/HOUSING & COMMUNITY DEVELOPMENT**  
**LEAD HAZARD REDUCTION DEMONSTRATION GRANT**

**NOTICE TO BIDDERS**

**October 1, 2018**

The City of Memphis- Housing and Community Development (HCD), Lead Paint Program will receive bids for Lead Hazard Remediation for **6 bid opportunities** on single family properties located in the City of Memphis, Shelby County. There will be bid openings for selected contractors (only) from the approved lead contractor's lists for 2018. **The bid openings will be held on Tuesday, October 2, 2018, located at 170 North Main Street, 4<sup>th</sup> Floor- Conference Room, Memphis, TN 38103.**

**The bid times are as follows (bid times are subject to change):**

**Package 1- 10:00am- 3827 Tutwiler Avenue, Memphis, TN 381**

**Package 2- 10:00am- 3966 Maynard Drive, Memphis, TN 38109**

**Package 3- 10:00am- 4584 Neely Road, Memphis, TN 38109**

**Package 4- 10:00am- 1547 Hanauer Street, Memphis, TN 38111**

**Package 5- 10:00am- 3531 Rochester Road, Memphis, TN 38127**

**Package 6- 10:00am- 2720 Henley Drive, Memphis, TN 38114**

Instructions: (1) All bids must be received in the Division of Housing and Community Development office prior to the stated bid opening dates and time to be counted as eligible. (2) Bids received after the specified date and time are considered late and will not be opened. (3) In addition to bid estimate, bidding contractors must have a copy of all required licenses and provide a list of all certified sub-contractors, insurances and Section- 3 Reporting Documentation.

**Contractors of a winning bid must submit a copy of all documentation submitted to the State of Tennessee- (1) State of TN- Notification Form and (2) Occupancy Protection Plan to the Lead Paint Program before start of project.**

The City of Memphis- Housing and Community Development (HCD), Lead Paint Program reserves the right to reject any bid(s). Awards will be made to the lowest and /or best bidder, if awarded.

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Information needed in Bid Packets

- Current Business License
- Current State of Tennessee Contractor License
- Certificate of Insurance (COI) to include:
  - General Liability Insurance policy must list the City of Memphis as the certificate holder, located at 170 North Main Street, Memphis, Tennessee 38103 with a minimum of \$1,000,000 coverage.
  - Comprehensive General Liability Insurance, including Premises and Operations, Contractual Liability, Independent Contractor's Liability, and Broad Form Property and Damage Liability Coverage.
  - Current Automobile Liability with minimum limit of \$1,000,000 per occurrence on all owned, hired, and non-owned autos.
- Current National EPA RRP Firm/ Worker Certification
- Current State of Tennessee- TDEC Firm Certification
- Current State of Tennessee- TDEC Supervisor/ Worker Certification
- City of Memphis- Section 3 Opportunity Plan (Final Report must be submitted after completion of work)
- DUNS Registration ( Must have an assigned DUNS Number to register on SAM.gov website)  SAM.gov registration (Must receive "active" status and be assigned a CAGE Code when verified)
- Include completed M/W/SBE Application
- Must be in a sealed envelope with **address** on front. Bids must be written in ink and signed (No Pencils). Please do not write bid amount and signature in pencil. Failure to do so could result in bid being rejected by program.

**For more information on becoming a Lead Abatement Contractor, please visit the Resources Tab at [www.lead safememphis.org](http://www.lead safememphis.org)**

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**The bid times are as follows (bid times are subject to change):**

**Package 1- 11:00am- 3827 Tutwiler Avenue, Memphis, TN 38122**

**Package 2- 11:00am- 3966 Maynard Drive, Memphis, TN 38109**

**Package 3- 11:00am- 4584 Neely Road, Memphis, TN 38109**

**Package 4- 11:00am- 1547 Hanauer Street, Memphis, TN 38111**

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