

CINCINNATI METROPOLITAN HOUSING AUTHORITY

CONTRACT ACCEPTANCE AND AWARD

FOR

2023-1036 Vacancy Prep Unit Turnover (Make Ready) for Findlater Gardens, Winton Terrace, Millvale, and High Rises

Note: The vendor should complete the vendor authorized signatures as part of the solicitation response. If the vendor is awarded a contract, then the bottom portion of this form will be completed by CMHA and sent to the vendor.

Vendor

Full business legal name: _____

(Note: Full business legal name should match the name registered with the Secretary of State or should be the owner's name followed by dba then the business name.)

I acknowledge receipt of this form which will become the contract if I am awarded and the following exhibits which are incorporated herein.

Attachment	Contractor's signature
Attachment A: Statement of Work	
Attachment B: Fees	
Attachment C: General Terms and Conditions including HUD 5370-C General Conditions for Non-Construction Contracts Section I (With or without Maintenance Work) and Section II (With Maintenance Work)	
Attachment D: Economic Inclusion	
Attached: Financial Viability	
Attached: Unit Turnover Time and Scheduling	
Attached: Warranty	
Addendum ___ Dated _____	
Addendum ___ Dated _____	

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the fees proposed. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and that the company is qualified and authorized to perform all services as set forth.

Further, by completing and submitting this form and the response, the undersigned is thereby agreeing to abide by all terms and conditions pertaining to this solicitation as issued by CMHA. Upon issuance of award to proposer, CMHA is accepting Contractor's offer contained in the submittal. No other contractual documents will be necessary or accepted. The Contract commences upon CMHA's signature and issuance of Award on this form. Pursuant to this Contract Acceptance and Award including attachments, and pursuant to all Documents submitted, the undersigned proposes to supply the Authority with the services described herein for the fee(s) submitted pertaining to this solicitation.

Date: _____

Company: _____

By: _____
(Authorized Signature)

By: _____ Title: _____
(Print Name)

Award by CMHA

Term of Contract _____ to _____

This Agreement shall become effective upon CMHA executing and issuing this Contract Acceptance and Award. Unless otherwise stated, this contract is good for a period of one year with an option to renew annually for an additional two years at CMHA's sole discretion. However, at no time may the term of this Agreement exceed three years.

Cincinnati Metropolitan Housing Authority

Date: _____

STATEMENT OF FINANCIAL VIABILITY

The Proposer must certify, with the execution and submittal of this document, that they will maintain a working capital of, at a minimum, \$1,000 at any given time. It is the responsibility of the contractor to provide any designated materials and supplies (Refer to Section 2.11 Materials and Supplies of Attachment A) for completion of any project by the due date without exception. In some cases, materials typically provided by CMHA may be out of stock items and will need to be purchased directly by the contractor in order to meet the allotted time for completion of the units. These expenses, approved prior to purchase by the property manager, must be incurred by the contractor to be reimbursed with proof of receipt. At no time will CMHA issue partial payments to contractors before or during any work order being performed. Payments will only be made once work has been completed by the proposer and is approved by CMHA. The estimated turn-around time for payments is net 30 days.

I verify that I understand the above stated terms and conditions for Financial Viability.

UNIT TURNOVER TIME AND SCHEDULING

Time is of the essence for unit turnovers and by executing and submitting this document, the proposer is demonstrating their understanding of CMHA's strict timeline for the five (5) day turnover determined by unit size. The allotted time for turnover of units is determined as follows:

- Highrises and Flats – 3 days
- Townhomes – with and without basements – 5 days

In some instances, due to the nature of work to be completed, it may become necessary for the completion of work to take longer than the allotted 3- or 5- day turn around. CMHA shall have sole discretion in determining the amount of time to be extended due to these circumstances.

I verify that I understand the above stated terms and conditions for unit turnover time and scheduling.

WARRANTY

In accordance with Attachment A, Section 2.14, Contractor hereby guarantees that the work performed pursuant to this Request for Proposals shall be free from defects in material, workmanship, and labor for a period of six months from the date of completion of a unit. This warranty is limited as follows:

1. To the property only as long as it remains in the possession of Cincinnati Metropolitan Housing Authority.
2. To the work that has not been subject to accident, misuse or abuse.
3. To the work that has not been modified, altered, defaced, or had repairs made or attempted by others.
4. That contractor be immediately notified in writing within ten (10) days of first knowledge of defect by owner or his agent.
5. That contractor shall be given first opportunity to make any repairs, replacements or corrections to the defective construction at no cost to owner within a reasonable period of time.

I verify that I understand the above stated terms and conditions.