

REQUEST FOR PROPOSAL

Replacement of vinyl siding on residential properties in the City of Euclid.





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Note: Davis-Bacon and Related Acts do not apply to small residential rehabilitation projects. The projects in this Request for Proposals occur at single-family homes and are therefore not subject to Davis-Bacon and Related Acts.



Introduction

The City of Euclid's Division of Community Development, through the Department of Planning and Development, is requesting proposals from qualifying and appropriate contractors for residential vinyl siding installation on houses and garages with substandard wood siding, for the Program Year 2025.

Funding and support for this program will be from the City of Euclid's annual allocation of Community Development Block Grant (CDBG) monies, through the U.S. Department of Housing and Urban Development (HUD).

Background

Euclid, Ohio is an inner-ring suburb in Cuyahoga County, Ohio, sharing its western border with Cleveland. Euclid is a community of approximately 49,000 residents, with 51% qualifying per income guidelines set forth by HUD. The majority of Euclid's housing stock is greater than 50 years old, further qualifying the City for such federal grant funding.

Since 1974, Euclid has been an Entitlement Community under HUD, to which annual Community Development Block Grant (CDBG) funds are granted to the City of Euclid directly from HUD, instead of being required to compete for the funds through either the County or State government intermediaries.

Euclid has a rich history of utilizing CDBG funding to support and/or fund vital community projects. Projects include various housing repair and rehabilitation programs, public services, economic development activities, and neighborhood revitalization projects.

Project Locations

The project locations for this program will be at the following location: 2116 Aberdeen Drive, Euclid, Ohio 44143.

All homeowners meet the appropriate household income qualifications in order to be eligible for the Division of Community Development's housing programs.

Scope of Work Summary:

A detailed Scope of Work for each project location are detailed in "Section 2 – Scope of Work" of this Request for Proposal.



Guidelines and Requirements

- Proposals will be accepted by Department of Planning and Development no later than 2:00 PM on Wednesday August 6, 2025. They may be submitted through one of the two following means:
 1. In-Person Submission: Euclid City Hall, 585 E. 222 Street – Euclid, OH 44123, or
 2. Via E-Mail: jfialko@cityofeuclid.com
- All proposals must be signed by an official representative of the company submitting the proposal.
- All costs included in the proposal must be consistent with the project's Scope of Work.
 1. Upon award of the project, the winning contractor must be Registered, Licensed, Bonded and Insured per City of Euclid Contractor Registration requirements.
 2. Contractors performing work that involves painting (house painting, vinyl siding, and related projects) must comply with Lead-based Paint Regulations and Federal guidelines and be properly certified.
 3. Subcontracting is not permitted unless proposal includes Name, Description, and Role of subcontractor. Subcontractor must comply with same policies required of Contractors.
 4. All budget line items must be justified in Proposal.

Budgetary Requirements

- All proposals must include proposed itemized costs to complete the tasks described in the project scope.
- Proposal must include a total cost for project scope.



Evaluation of Proposals Procedures

Submitted proposals will be evaluated based on the following criteria:

1. Quality of like work previously completed in Euclid or other communities.
2. Proper legal documentation submitted; including those consistent with Federal, State, and Local guidelines.
3. If working with Paint, compliance with Lead-based Paint Regulations including certification.
4. Licensing, Bonding, Insurance, and Registration Status with the City of Euclid Department of Building and Housing.
5. Cost reasonableness and feasibility.
6. Qualifications to perform work based upon similar projects.

Qualifications

Bidders should provide the following items as part of their proposal for consideration:

- A minimum of three (3) examples of projects completed by your firm.
- For new proposals, a minimum of three (3) customer references.
- Name of company assigned contact and/or project manager.
- Documentation or the willingness to acquire applicable licensure, bonding and insurance to do business within the City of Euclid.
- Documentation conforms to all requirements listed herein, including applicable lead-based paint regulations and certifications for firms (applicable Federal and State of Ohio guidelines.)



Department and City Bid Procedures and Review Timeline

1. All proposals are due no later than 2:00 PM on Wednesday August 6, 2025
2. Community Development Division staff will carefully review and vet all submitted proposals to ensure consistency with Federal, State, and Local guidelines and requirements.
3. Selection of winning proposal will be made within 30 calendar days of closing date.
4. Winning proposal will be notified upon approval by the City of Euclid's Board of Control or Euclid City Council.
5. Project to begin per negotiation on mutually agreed upon date with the Community Development Division.
6. Project to be completed per negotiation on mutually agreed upon date.

Submissions and City Contacts

- Proposals should be submitted to one or both of the following contacts:

Jim Fialko, Project Supervisor
Division of Community Development
Department of Planning and Development
585 E. 222 Street
Euclid, OH 44123
Phone: (216) 289-8562
Email: jfialko@cityofeuclid.com



Vinyl Siding Program - Scope of Work

Home Address: 2116 Aberdeen Drive - Euclid, OH 44143

Base Color: Savannah Wicker

Trim Color: White

Phase 1: Preparation

1. Remove miscellaneous fixtures, impediments, and obstructions to the siding project.
2. Dispose of all debris and clean-up of job site.

Phase 2: Installation

1. Install underlayment, i.e. Housewrap or foam board.
2. Install vinyl siding on dwelling unit utilizing J-channel, corners, starter strip and fixture boxes. Install soffit if applicable.
3. Install aluminum (white) coilstock on any remaining exposed wood area.
4. Caulk all exposed joints as needed with latex-color appropriate caulking.

Phase 3: Clean-Up

1. Complete cleanup of jobsite upon completion. Dispose of all debris.

Project Manager Comments, Directions, and Provisions

Vinyl siding should be of this grade: Wolverine D41/2 Dutchlap or equivalent. Colors to be indicated per separate cover.

CITY OF EUCLID

GENERAL CONDITIONS

GENERAL

1. Contractor shall attend a pre-commencement meeting with City of Euclid officials to review project requirements, rules & regulations, and to address any questions or concerns by both parties.
2. Under the Codified Ordinances of the City of Euclid, the Contractor agrees to furnish labor and equipment to perform the construction work set forth in this project.
3. The City reserves the right to limit the number of contracts awarded to a bidder to insure the expeditious completion of the improvements required by the contract. All work shall be completed within the time frame as indicated in the verbal issuance of Notice to Proceed set forth in the schedule. In the event that the cost of completing such work exceeds the original contract amount, the Contractor will be liable for the additional costs incurred.

PERMITS

The Contractor is responsible for obtaining all applicable permits before the commencement of any construction work; in addition, the Contractor must schedule timely inspection with a City of Euclid Building Inspector of all work performed.

SAFETY

Contractor will be responsible for maintaining safe traffic control and public safety at all times during the construction process. Temporary barricades or enclosures, such as fencing, may be used to limit access to the construction site. Warning signs/ lights and or watchman shall be provided if needed to prevent injury to persons or damage to property. An appropriate barrier for any construction activities left over night or over a weekend will be required.

UTILITIES

The Contractor is responsible for contacting all affected utility companies and assuring that all utilities are located and not damaged while performing the construction work specified in this project.

WASTE DISPOSAL AND ENVIRONMENT CONTROL

1. Contractor shall maintain adequate environmental control during the performance of constructions work.
2. Contractor is responsible for removal of dirt and debris from City streets and sidewalks at the end of each day as applicable.
3. Contractor shall at all times keep the site of the work free from accumulations of waste, material or rubbish, and upon completion of the work, shall secure all tools, equipment, surplus materials and rubbish and leave the site of the work in a safe and proper condition.
4. Contractor shall not treat, store or dispose of hazardous wastes or hazardous substances on the site of the work, or allow such wastes or substances to be released to the environment; provided, however, that, that contractor may store

such wastes and substances temporarily in approved tanks or containers, in accordance with all environmental laws and with the approval or owner, which therefore under the Federal resources conservation and recovery (RCRA), as amended, or analogous or derivative state or local laws. Contractors shall remove from the site of the work and dispose of all wastes, including all soiled wastes, in compliance with applicable Environmental Laws. Any penalty or other liability arising from contractor's failure to comply with Environmental Laws shall be borne by contractor and Contractor shall indemnify owner for any liability and expense imposed upon owner by reason of any act or water, air or land pollution resulting from the activities of Contractor or Contractor's employees, subcontractor or agents.

DAMAGES

The Contractor shall be responsible for all damages occurring during performance of construction work.

LIQUIDATED DAMAGES

Contractor must supply an Owner's and Contractor's Protective Policy for this construction project as follows with the City of Euclid (Owner) named as an additional insured:

1.	Employer's Liability		\$1,000,000.00
2.	Products and Completed Operations		\$1,000,000.00
3.	Bodily Injury	Each Person	\$1,000,000.00
4.	Accidental Death	Each Occurrence	\$1,000,000.00
5.	Property Damage	Each Occurrence	\$1,000,000.00
6.	Accident	Each Occurrence	\$2,000,000.00
7.	Umbrella Liability		\$2,000,000.00

AFFIDAVIT

This affidavit is to be filled out and executed by the bidder; if the bid is made by a corporation, then by its properly authorized agent.

The name of the individual swearing to the affidavit should always appear on the line marked "Name of Affiant". The affiant's capacity, when a partner or officer of a corporation, should be inserted on lines marked "Affiant". The affiant should sign individual name at end, not partnership nor corporation name, and swear to said affidavit before a Notary Public who must attach his/her seal.

STATE OF _____

COUNTY OF _____ SS:

_____,
(Name of Affiant)

being duly sworn, do depose and say that:

resides at

and that

(Give names of all persons, firms or corporations interested in bid)

is or are the only persons interested with
in the profits of any Contract which may result from the herein contained proposal; that the said proposal is made without any connection or interest in the profits thereof with any other person making any other bid or proposal for said works; that the said proposal is, on _____ part, in all respects fair, and without collusion or fraud; and also that no member of the Council, head of any department or bureau or employee therein or any officer of the City, is directly or indirectly interested therein; and that all statements made by him in this proposal are true.

SUBSCRIBED AND SWORN to me this _____ day of _____, 20____.

NOTARY PUBLIC

Title

Affiant

City of Euclid

County of Cuyahoga

State of Ohio

**CITY OF EUCLID
BIDDER'S AFFIDAVIT
CITY INCOME TAX STATUS**

Office of the Finance Director
City of Euclid
585 East 222nd Street
Euclid, Ohio 44123

To whom it may concern:

The undersigned certifies that the party to whom the contract award is being considered has previously performed services in the City of Euclid and has an active income tax account. The Federal Identification Number (FID) for the bidder is

_____.

-OR-

The undersigned certifies that the party to whom the contract award is being considered has not previously performed any services within the City of Euclid and does not have an active income tax account with the City of Euclid. The undersigned swears and affirms that if the contract award is received by the undersigned party, a Withholding and Business Registration form will be completed and filed with the Euclid Tax Department **prior to** commencing any work in the City of Euclid or receiving any payment from the contract. The undersigned also swears and affirms that the party to whom the contract award is given will correctly and completely comply with all income tax ordinances of the City of Euclid for the duration of services performed within the City.

It is understood that this statement is required to be signed by the party whose bid has been tentatively accepted, and must be affirmed under oath. This statement must be submitted to the Finance Director prior to any payment being made under the subject contract.

FURTHER AFFIANT SAYETH NAUGHT.

Name of Corporation

President

Secretary

**THIS AFFIDAVIT MUST BE REPRODUCED ON THE BIDDER'S LETTERHEAD, SIGNED BY
THE APPROPRIATE SIGNATORY, NOTARIZED, AND MUST INCLUDE THE BIDDER'S
FEDERAL TAX ID NUMBER.**

SWORN TO BEFORE ME and subscribed in my presence this _____ day
of _____, 20__.

NOTARY PUBLIC



Department of Planning and Development



Bid Summary Sheet

Vinyl Siding Program

Instructions to Bidder:

Please complete this form and attach with your company's Bid Sheet.

Company Name: _____

Company Address: _____

Company Phone: _____

Company Email: _____

Tabulation of Vinyl Siding Program Project

Project Location

Total Bid

2116 Aberdeen Drive, Euclid, OH 44143 _____

Date

Authorized Signature

Title