

**INVITATION TO BID  
and PROPOSAL**

**THE HOUSING AUTHORITY  
of the City of Allentown**

Section 5

Page 1

**Bid Form**

1339 Allen Street  
Allentown, Pennsylvania 18102-2191

Name of Firm

Bid No. 2019-003-000-50-4430016

TO: The Housing Authority of the City of Allentown, PA

The Undersigned, having examined the Specifications, Standard Requirements, and all other documents and being familiar with the various conditions under which these services and supplies are to be used, agrees to furnish all labor, material, tools, equipment, and services to meet or comply with the requirements called for in the bid, for the prices stated on Pages \_\_\_\_\_ .

The Undersigned, hereby certifies that this proposal is genuine and not a sham, collusive, or fraudulent, or made in the interest of, or in behalf of, any person, firm, or corporation not herein named, and that the Undersigned has not—directly or indirectly—induced or solicited any Bidder to submit a sham bid or any other person, firm, or corporation from bidding and that the Undersigned has not, in any manner, sought by collusion to secure for himself any advantage over any other Bidder.

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

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

\_\_\_\_\_

Print/Type Name: \_\_\_\_\_

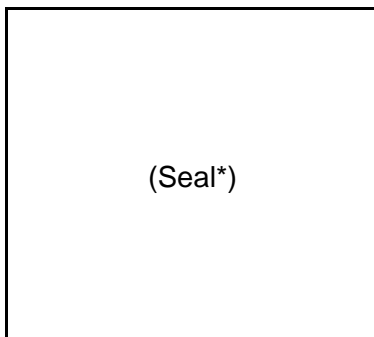
Signature: \_\_\_\_\_

Title: \_\_\_\_\_ ( \_\_\_\_\_ ) \_\_\_\_\_  
Telephone

Delivery Date (After Receipt of Order in Calendar Days): \_\_\_\_\_

Trading and Doing Business As (Check One)

- ( ) Individual
- ( ) Partnership
- ( ) Corporation\*



**Bid Form**

1339 Allen Street  
Allentown, Pennsylvania 18102-2191

Name of Firm

Bid No. 2019-003-000-50-4430016

**FORM OF BID**

To: The Housing Authority of the City of Allentown, PA  
The John T. Gross Towers  
1339 Allen Street  
Allentown, PA 18102-2191

Gentlemen:

- The undersigned on Page 1, having familiarized himself/themselves with the local conditions affecting the cost of the work, and with the Specifications (including Invitation for Bids, Instructions to Bidders, this Bid, the Form of Bid Bond, the Form of Non-Collusive Affidavit, the General Conditions, and Special Conditions, the Technical Specifications, and Drawings and Addenda (if any thereto), on file in the office of The Housing Authority of the City of Allentown, PA, hereby proposes to furnish all labor, materials, equipment and services required to perform and complete the work and further agrees to accept in full compensation therefore the sum of:

**BID NO. 1:**

- Heating and Air Conditioning Preventative Maintenance Services** as per the specifications and equipment roster **for AMP No. 100, 200, 300, 500, 600, 700, 800, & 915** as detailed in Bid Specification No. 2019-003-000-50-4430016 for the **three (3)-year** Base Contract period of **July 1, 2019, through June 30, 2022.**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_ )

- Base Contract Period.** Response to General Conditions, Section I, Item L  
(Sites 1-5 & 10-17 in *Appendix I: Mechanical Systems Roster and Site Locations*)

**Cost breakdown by site.** The *aggregate* sum of the costs for each of the six (6) service periods itemized below shall equal the three (3)-year Base Contract total. **The Contract award will be based on this total.** The following itemization per site is for Accounting Department purposes only but must be completed for consideration of award of contract.

<b>BASE CONTRACT PERIOD (BID NO. 1)</b> July 1, 2019 – June 30, 2022									
	Cost Center	Location	Cost Per Service Period						BID TOTAL
			Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Spring 2022	
1.	100	Central Park							
2.	100	616-636 N. Godfrey St.							
3.	100	102-124 E. Wyoming St.							
4.	200	Towers East							
5.	300	Gross Towers							
		Public Hallways - McQuay	Sep & Dec	Mar & Jun	Sep & Dec	Mar & Jun	Sep & Dec	Mar & Jun	
		Four (4) times per year							

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1339 Allen Street  
Allentown, Pennsylvania 18102-2191

Name of Firm

Bid No. 2019-003-000-50-4430016

**BASE CONTRACT PERIOD (BID NO. 1) (continued)**  
July 1, 2019 – June 30, 2022

	Cost Center	Location	Cost Per Service Period						BID TOTAL
			Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Spring 2022	
10.	500	Little Lehigh							
11.	600	Scattered Sites							
12.	700	700 Building							
13.	700	401-409 Market St.							
14.	800	Walnut Manor							
15.	915	Overlook Park							
16.	NSA	Majestic Building							
17.	NSA	A/B Building							
<b>Total Per Service Period</b>									
Total Bid Cost = Total Cost for Sites 1-5 & 10-17 in Appendix I. This amount will be equal to Section 5, Page 2, Form of Bid, Bid No. 1, Response "A" above.									

**C. Optional Extension Years.** Response to General Conditions, Section I, Item L  
(Sites 1-5 & 10-17 in *Appendix I: Mechanical Systems Roster and Site Locations*)

**Cost breakdown by site.** Each optional extension year shall be exercised at the sole discretion of the Allentown Housing Authority. There will be no renegotiation of the proposed prices offered below for any of the two (2) extension years. The following itemization by site is for Accounting Department purposes only but must be completed for consideration of award of contract.

OPTIONAL EXTENSION YEARS (BID NO. 1)								
	Cost Center	Location	Cost Per Service Period					
			Optional Extension Year 1 July 1, 2022 – June 30, 2023			Optional Extension Year 2 July 1, 2023 – June 30, 2024		
			Fall 2022	Spring 2023	TOTAL	Fall 2023	Spring 2024	TOTAL
1.	100	Central Park						
2.	100	616-636 N. Godfrey St.						
3.	100	102-124 E. Wyoming St.						
4.	200	Towers East						
5.	300	Gross Towers						
		Public Hallways – McQuay	Sep & Dec	Mar & Jun		Sep & Dec	Mar & Jun	
Four (4) times per year								

**INVITATION TO BID  
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**Bid Form**

1339 Allen Street  
Allentown, Pennsylvania 18102-2191

Name of Firm

Bid No. 2019-003-000-50-4430016

**OPTIONAL EXTENSION YEARS (BID NO. 1) (Continued)**

	Cost Center	Location	Cost Per Service Period					
			Optional Extension Year 1 July 1, 2022 – June 30, 2023			Optional Extension Year 2 July 1, 2023 – June 30, 2024		
			Fall 2022	Spring 2023	TOTAL	Fall 2023	Spring 2024	TOTAL
10.	500	Little Lehigh						
11.	600	Scattered Sites						
12.	700	700 Building						
13.	700	401-409 Market St.						
14.	800	Walnut Manor						
15.	915	Overlook Park						
16.	NSA	Majestic Building						
17.	NSA	A/B Building						
<b>Total Per Service Period</b>								

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**Bid Form**

1339 Allen Street  
Allentown, Pennsylvania 18102-2191

Name of Firm

Bid No. 2019-003-000-50-4430016

**Replenish Acid Neutralizing Media**

**Bid No. 2019-003-000-50-4430016 - HEATING AND AIR CONDITIONING PREVENTATIVE MAINTENANCE AND REPAIR SERVICES**

**Base Contract (BID No. 1)**

July 1, 2019 – June 30, 2022

**REPLENISH ACID NEUTRALIZING MEDIA IN SPECIFIED CONDENSING GAS HOT WATER BOILERS**

Cost Center	Location	Media Canisters	Unit Cost	Cost Per Service Period						BID TOTAL
				Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Spring 2022	
100	616 N. Godfrey St.	1								
100	626 N. Godfrey St.	1								
100	636 N. Godfrey St.	1								
100	102-124 E. Wyoming St.	2								
200	Towers East	1								
300	Gross Towers	2								
500	Little Lehigh Building G – Lawrence Ct.	2								
500	Little Lehigh Building K – Lehigh St.	1								
500	Little Lehigh Building K – Union St.	1								
600	Scattered Sites 412 N. Seventh St.	1								
600	Scattered Sites 101 N. Third St.	1								
600	Scattered Sites 145-149 Linden St.	1								
*700	700 Building	1								
700	401-409 Market St.	2								
800	Walnut Manor	2								
<b>TOTALS:</b>										

**\*PLEASE NOTE: Regarding the 700 Building, services shall be performed semi-annually in October (Fall) and May (Spring).**

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**Bid Form**

1339 Allen Street  
Allentown, Pennsylvania 18102-2191

Name of Firm

Bid No. 2019-003-000-50-4430016

**Bid No. 2019-003-000-50-4430016 - HEATING AND AIR CONDITIONING PREVENTATIVE MAINTENANCE AND REPAIR SERVICES**

**Optional Extension Years (Bid No. 1)**

July 1, 2022 – June 30, 2023 & July 1, 2023 – June 30, 2024

This Contract also provides for two (2) **optional** one (1)-year extensions. Optional contract extensions shall be exercised at the sole discretion of the Allentown Housing Authority.

Cost Center	Location	Media Canisters	Unit Cost	Cost Per Service Period					
				Optional Extension Year 1 July 1, 2022 – June 30, 2023			Optional Extension Year 2 July 1, 2023 – June 30, 2024		
				Fall 2022	Spring 2023	TOTAL	Fall 2023	Spring 2024	TOTAL
100	616 N. Godfrey St.	1							
100	626 N. Godfrey St.	1							
100	636 N. Godfrey St.	1							
100	102-124 E. Wyoming St.	2							
200	Towers East	1							
300	Gross Towers	2							
500	Little Lehigh Building G – Lawrence Ct.	2							
500	Little Lehigh Building K – Lehigh St.	1							
500	Little Lehigh Building K – Union St.	1							
600	Scattered Sites 412 N. Seventh St.	1							
600	Scattered Sites 101 N. Third St.	1							
600	Scattered Sites 145-149 Linden St.	1							
700	700 Building	1							
700	401-409 Market St.	2							
800	Walnut Manor	2							
<b>TOTALS:</b>									

**\*PLEASE NOTE:** Regarding the 700 Building, services shall be performed semi-annually in October (Fall) and May (Spring).

**Bid Form**

1339 Allen Street  
Allentown, Pennsylvania 18102-2191

Name of Firm

Bid No. 2019-003-000-50-4430016

**BID NO. 2:**

- A. **Heating and Air Conditioning Preventative Maintenance Services** as per the specifications and equipment roster **for AMP No. 400, 411, 412, & 413** as detailed in Bid Specification No. 2019-003-000-50-4430016 for the **three (3)-year** Base Contract period of **July 1, 2019, through June 30, 2022.**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_ )

- B. **Base Contract Period.** Response to General Conditions, Section I, Item L (Sites 6-9 in *Appendix I: Mechanical Systems Roster and Site Locations*)

**Cost breakdown by site.** The aggregate sum of the costs for each of the six (6) service periods itemized below shall equal the three (3)-year Base Contract total. **The Contract award will be based on this total.** The following itemization per site is for Accounting Department purposes only but must be completed for consideration of award of contract.

<b>BASE CONTRACT PERIOD (BID NO. 2)</b> July 1, 2019 – June 30, 2022									
	Cost Center	Location	Cost Per Service Period						BID TOTAL
			Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Spring 2022	
6.	400	Cumberland Gardens							
7.	411	Cumberland – Phase I							
8.	412	Cumberland – Phase II							
9.	413	Cumberland – Phase III							
<b>Total Per Service Period</b>									
Total Bid Cost = Total Cost for Sites 6-9 in Appendix I. This amount will be equal to Section 5, Page 7, Form of Bid, Bid No. 2, Response "A" above.									

**Bid Form**

1339 Allen Street  
Allentown, Pennsylvania 18102-2191

Name of Firm

Bid No. 2019-003-000-50-4430016

**C. Optional Extension Years.** Response to General Conditions, Section I, Item L  
(Sites 6-9 in *Appendix I: Mechanical Systems Roster and Site Locations*)

**Cost breakdown by site.** Each optional extension year shall be exercised at the sole discretion of the Allentown Housing Authority. There will be no renegotiation of the proposed prices offered below for any of the two (2) extension years. The following itemization by site is for Accounting Department purposes only but must be completed for consideration of award of contract.

OPTIONAL EXTENSION YEARS (BID NO. 2)								
	Cost Center	Location	Cost Per Service Period					
			Optional Extension Year 1 July 1, 2022 – June 30, 2023			Optional Extension Year 2 July 1, 2023 – June 30, 2024		
			Fall 2022	Spring 2023	TOTAL	Fall 2023	Spring 2024	TOTAL
6.	400	Cumberland Gardens						
7.	411	Cumberland – Phase I						
8.	412	Cumberland – Phase II						
9.	413	Cumberland – Phase III						
<b>Total Per Service Period</b>								

**BID NO. 1 & 2:**

**D. Additional Services: Mechanic’s Hourly Rate** (Response to General Specifications, Section II, Item B-2.) Bidders may attach a Rate Schedule to supplement the information below.

	Base Contract July 1, 2019-June 30, 2022	Optional Year 1 July 1, 2022-June 30, 2023	Optional Year 2 July 1, 2023-June 30, 2024
<b>Regular Hourly Rate:</b>			
<b>Overtime Hourly Rate:</b>			
<b>Holiday Hourly Rate:</b>			
<b>Parts Markup:</b>			
(Explain): _____			
<b>Travel or Visit Charge</b>			
(Explain): _____			
<b>Vehicle Charge</b>			
(Explain): _____			



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Allentown, Pennsylvania 18102-2191

Name of Firm

Bid No. 2019-003-000-50-4430016

2. In submitting this bid, it is understood that the right is reserved by The Housing Authority of the City of Allentown, PA to reject any and all bids. If written notice of the acceptance of this bid is mailed, telegraphed, or delivered to the undersigned within sixty (60) days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a contract in the prescribed form and further the required bond within fourteen (14) calendar days after the contract is presented to him for signature.

3. Security in the sum of:

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_ )  
Total Written Amount Total Numeric Amount

in the form of \_\_\_\_\_ is submitted herein in accordance with the Specifications.

4. Attached hereto is an affidavit in proof that the undersigned has not entered into any collusion with any person in respect to this proposal or any other proposal or the submitting of proposals for the Contract for which this proposal is submitted.

5. Also attached is a Statement of Bidders' Qualifications.

6. The bidder represents that he (has), (has not) participated in a previous contract or sub-contract to either the equal opportunity clause herein or the clause originally contained in Section 301 of the Executive Order No. 10925; that he (has), (has not) filed all required compliance reports signed by the proposed subcontractors, will be obtained prior to subcontract awards. The bidder further represents that he will, if required, submit and require proposed subcontractors to submit a compliance report prior to the award of the contract or subcontract.

7. Certification of Non-segregated Facilities - by signing this bid, the bidder certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. He certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder agrees that a breach of the certification is a violation of the Equal Opportunity Clause in this Contract. As used in this certification, the term, "Segregated Facilities" means any waiting rooms, work areas, rest rooms and wash rooms, restaurants or other eating locations, time clocks, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion or national origin, because of habit, local custom or otherwise.

He further agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$20,000.00 which are not exempt from the provisions of the "Equal Opportunity Clause" that he will retain such certifications in his files; and that he will forward a notice to his proposed subcontractors as provided in the Instructions to Bidders.

**Bid Form**

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Name of Firm

Bid No. 2019-003-000-50-4430016

8. I hereby acknowledge receipt of Addendum No. \_\_\_\_\_ dated \_\_\_\_\_ as part of this bid (if applicable).

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

COMPANY: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

PRINT NAME : \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_