NORTH DELTA PLANNING AND DEVELOPMENT DISTRICT, INC.
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JAMES W. CURCIO
EXECUTIVE DIRECTOR

LORINE CADY
SECRETARY/TREASURER

JAMES B. SOWELL
PRESIDENT

VERNICE AVANT
VICE PRESIDENT

MEMORANDUM

TO: Minority Construction Firms

FROM: Granville Sherman

DATE: January 11, 2023

SUBJECT: Town of Coahoma HOME Project

As in accordance with federal policy requirements pertaining to the promotion of minority business enterprises participation as set forth in Public Law 95-507 and Executive Orders 11625, 12138, and 12432, North Delta Planning & Development District, Inc. is enclosing notices regarding the Town of Coahoma, Mississippi, HOME 2018 project in hopes of soliciting your participation.

Enclosures

REQUEST FOR BIDS

The Town of Coahoma Mayor and Board of Aldermen are assisting four (4) homeowners in accepting sealed bids for the demolition of their existing unit and the construction of a new replacement unit on their same lot. The Town of Coahoma Mayor and Board of Aldermen are also assisting one (1) homeowner in accepting sealed bids for the rehabilitation of their home. The bids are requested through the Mississippi Home Corporation's HOME grant program. All bidders are required to complete a Contractor's Certification Form prior to bidding. The form is available at the Coahoma Town Hall, 325 Cherry Street; P O Box 103; Coahoma, MS 38617. A mandatory pre-bid conference will be held at Coahoma Town Hall, 325 Cherry Street; P O Box 103; Coahoma, MS 38617 on Thursday, January 19, 2023 at 3:00 p.m. at which time the Contractor's Certification Form and all requirements must be submitted. Only contractors who attend the pre-bid conference and who have met the requirements of the Certification Form will be allowed to submit bids. To receive a copy of the Contractor's Certification Form prior to the pre-bid conference, please contact Granville Sherman, Program Specialist, at 662-561-4100, or gsherman@ndpdd.com.

The construction bids should include demolition and disposal that meets Mississippi Department of Environmental Quality (MDEQ) guidelines, site preparation, 4 sets of plans and the construction cost of the new unit according to the plans and specifications. A copy of the specifications will be available at the mandatory pre-bid, and thereafter at Coahoma Town Hall. The project includes three (3) three bedroom homes, one (1) manufactured home replacement, and one (1) rehabilitation of an existing home. All bids should be sealed, labeled on the envelope "HOME Construction Bids", and delivered to the Town of Coahoma, Felicia Elmore, Town Clerk, 325 Cherry Street; P O Box 103; Coahoma, MS 38617 by Monday, February 13, 2023 at 3:00 p.m., at which time they will be opened and read aloud.

Section 3 of the Housing and Community Development Act 1968 requires that the Owner and contractors participating in this HOME project give opportunities for employment to lower income residents of the project area. The Owner is also an equal opportunity employer and hereby notifies all bidders that it will affirmatively ensure that equal opportunity will be given in bid submittal and contract award. Women-owned and Minority-owned businesses are encouraged to bid.

Run Dates:

Thursday January 12, 2023
Thursday January 19, 2023

Contractor Certification Form
Town of Coahoma HOME Rehabilitation Grant Project
#1230-M18-SG-280-416

To be eligible to bid on the Mississippi Home Corporation HOME Investment Partnerships Program (HOME) for the Town of Coahoma, Contractors must submit information for review. To qualify as a contractor the following information must be provided:

HOME Project Work/References

Please list HOME projects that you have been involved in over the past three years. At a minimum, please provide the following:

1.) Name of Town/City/County
2.) Name of Project Administrator
3.) Number of houses constructed and type of construction
4.) Approximate total contract amount

If you have never worked in the HOME program, please list at least three (3) references of houses constructed and the type of construction in the past three years. Please include phone numbers.

Credit References

Please list at least three credit references. At least one (1) of these should be from a building material supplier and one (1) from a bank. Phone numbers must be provided. These references may be verified by the Administrator.

Line of Credit

The Contractor must submit a statement concerning his/her capability of providing an irrevocable line of credit for the total of each reconstruction contract. An irrevocable line of credit letter will be required when bids are submitted for construction.

Contractor's License

Please submit a copy of applicable State Contractor's license.

Insurance

Provide proof from an Insurance Agency to verify that Contractor has insurance as follows:

> Public Liability Insurance - $300,000 in the event of bodily injury, including death, and $100,000 in the event of property damage arising from the work performed by the contractor.

The contractor must also submit a statement that he/she will carry builder's risk insurance coverage for the project.

Contractor _____

Address _____

Phone: _____ Cell:_____

Tax I.D. _____

Please submit all information to: Town of Coahoma
Attn: Mayor Robert Rockett
HOME Project
P.O. Box 103
Coahoma, Mississippi 38617
Phone: 662-337-2964

Information must be submitted no later than Thursday, January 19, 2023 at 3:00 p.m. at the mandatory pre-bid conference, held at Coahoma Town Hall, 325 Cherry Street; P O Box 103; Coahoma, MS 38617.