



**Raleigh
Housing
Authority**

INVITATION FOR BIDS: Electrical Services

The Raleigh Housing Authority (RHA) is soliciting bids for Electrical Services under a three-year contract term, covering the Fiscal Years Ending (FYE) March 31, 2026, with renewal options for FYE March 31, 2027, and FYE March 31, 2028, and FYE March 31, 2029. This contract will include the provision of answering services outside of regular business hours, with detailed specifications and requirements outlined below.

Pricing Structure

To ensure transparency and facilitate a fair evaluation, all bidders are required to submit their proposed pricing for each year of the contract, including any proposed annual price adjustments for the renewal periods. The pricing structure must be clearly outlined in the bid submission, specifying whether the increase is a fixed amount or a percentage increase for each contract year.

Bidders should base their proposed annual price adjustments on anticipated market conditions, labor costs, and operational expenses. The proposed price adjustments will be reviewed as part of the contract award process. Once accepted, these adjustments will be binding for the duration of the contract term unless mutually renegotiated under extraordinary circumstances.

Failure to provide a clear and detailed pricing structure, including the annual adjustments, may result in disqualification from the bid process.

Submission Requirements

- **Pricing Proposal:** Provide a detailed breakdown of proposed pricing for each contract year, including the proposed pricing for the renewal years, with specific percentages or fixed amounts for annual price adjustments.
- **Experience and Qualifications:** Provide a description of your experience providing similar services, including references from previous clients.
- **Timeline for Implementation:** Provide an outline of the timeline for service initiation, including staffing plans and training requirements.

Please complete the attached specifications for the above services and submit your bid by no later than

Wednesday April 1, 2026.

Contact Information

Please contact Procurement at Assetmgt@rhanc.gov for any questions or clarifications about this solicitation. Please use “Electrical Services” in the email subject line. We look forward to reviewing your proposal.

GENERAL INFORMATION
Raleigh Housing Authority ("RHA") Non-Construction

It shall be the offeror's responsibility to read this entire document and to examine the specifications and all information and instructions. Failure to do so will be at the offeror's risk.

Each offeror shall furnish the information required by the solicitation. The offeror shall sign the offer and print or type his/her name, phone number and date on the bid sheet and each continuation sheet on which it makes an entry. Incomplete offers will be subject to rejection.

RHA will award a contract resulting from this solicitation to a responsible prospective contractor who is able to perform successfully under the terms and conditions of the proposed contract, and whose offer conforming to the solicitation will be most advantageous to RHA, cost or price and other factors specified elsewhere in this solicitation, considered. RHA may:

- 1) reject any or all offers if such action is in RHA's best interest,
- 2) accept other than the lowest offer,
- 3) waive informalities and minor irregularities in offers received,
- 4) award more than one contract for all or part of the requirements stated,
- 5) award only one contract to a contractor, who may also be the lowest responsible bidder in concurrent solicitations, with impact of concurrent work under other contracts considered.

Reference HUD-5369-B "Instructions to Offerors Non-Construction".

Except as otherwise specifically stated in the specifications, the Contractor will provide all labor, equipment, and materials, and taxes legally collectable because of the work. All building permits and compliance with State building codes and OSHA regulations are the responsibility of the contractor.

The work to be performed under this Contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3).

All contracts in excess of \$2,000 for work related to routine and non-routine maintenance in the operation of RHA shall adhere to the current prevailing wage rates provided in the specifications. HUD-5370-C is available on-line at portal.hud.gov/hudportal/documents/huddoc?id=DOC_12588.pdf or in hard copy on request from the RHA Contract Monitor.

Before commencing work, the Contractor and each of his subcontractors must furnish RHA with evidence of valid insurance coverage. The following is the minimum acceptable coverage: 1) Workers' Compensation, in accordance with State or Territorial Workers' Compensation laws; 2) Manufacturers and Contractor's public liability with bodily injury and property damage limits of not less than \$300,000.

E-VERIFY. Contractor shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

Contractor vehicles shall only be parked in designated parking spaces. Contractors or agents thereof shall not park or traverse vehicles or equipment on grounds without written approval

from RHA. Damage to grounds resulting from vehicles or equipment shall be restored to like new condition at the expense of the Contractor.

The Contractor will coordinate all work with the Contract Monitor before starting work on the contract.

All debris including hazardous materials related to the contract shall be removed from the work site and properly disposed.

All invoices must show the physical address for each location where service is completed.

SPECIFICATIONS: ELECTRICAL SERVICES

900 Haynes Street | Raleigh, NC 27604 | info@rhanc.gov | www.rhanc.gov

919.831.8300 • Fax 919 831.6160 • TDD 1.800.735.8262

OPEN SERVICE CONTRACT

Scope Of Work ELECTRICAL SERVICES

CONTRACT TERM:

- Year 1: 4/1/2026 - 3/31/2027
- Year 2: 4/1/2027 - 3/31/2028
- Year 3: 4/1/2028 - 3/31/2029

PURPOSE

This is an open service contract to provide on-call, urgent, preventative, and deficiency-related electrical services for all properties owned or managed by the Housing Authority of the City of Raleigh (RHA), Capitol Area Development, and Oak City Affordable Communities.

This contract is intended to address electrical repairs, code compliance updates, emergency services, and regulatory deficiency corrections not otherwise covered under separate capital or maintenance contracts.

The Contractor, a licensed and qualified electrical contractor, shall provide comprehensive electrical services, including but not limited to:

- Troubleshooting electrical outages and shorts
- Installing and running new circuits
- Repairing and/or replacing electrical meters
- Adding new wiring lines
- Sourcing and replacing obsolete electrical components
- Replacing ballast, exit signs, emergency lights, breakers, breaker panels, and hard-to-reach light fixtures or bulbs

Work may involve excavation, including the use of equipment or hand digging to access underground lines. The Contractor shall be responsible for restoring all disturbed areas, including:

- Replacing, leveling, seeding, and applying straw to ensure proper grass cover
- Repairing or replacing any damaged sidewalks or asphalt in coordination with qualified Concrete Contractors
- Restoring or properly repairing any damaged or disturbed utility lines

The Contractor must possess all necessary tools and equipment to perform the required services. Additionally, the Contractor shall obtain and pull all required electrical permits as needed. Work is for all properties and-is considered urgent work.

EMERGENCY RESPONSE REQUIREMENTS

1. The Contractor must respond to emergency service calls, both during and after business hours, within one (1) hour of receiving the call. This includes contacting the designated RHA staff members to provide an estimated time of arrival.
2. The Contractor shall arrive on-site for emergency services within four (4) hours of the initial call.
3. Emergency service requests will be communicated to the Contractor by the Project Manager or the after-hours Live-In Supervisor.

HAZARDOUS MATERIALS NOTICE

RHA properties include developments built prior to 1980, which may contain asbestos-containing material (ACM) and/or lead-based paint.

- A Contractor's Notification Form and Agreement is attached to this contract and must be signed and dated by the Contractor.
- A list of properties potentially containing ACM and/or lead-based paint is included as part of this contract.

WORK APPROVAL & ESTIMATES

- The Contractor must provide a written estimate to the Project Manager for any work exceeding \$750.00.
- Written approval from the Project Manager is required before proceeding with any such work.

ESTIMATES & PRICING REQUIREMENTS

1. Estimates must closely reflect the actual cost of repairs.
2. Each estimate must include:

- A detailed breakdown of the work to be performed.
 - A list of parts and equipment required for the job.
 - Pricing based on the agreed-upon contract rates for the specified type of work.
3. Some work may require verbal or written estimates. No work shall commence until the estimate has been provided and formally approved by the Project Manager.
 4. Any work exceeding \$3,500.00 will require:
 - A detailed estimate.
 - A separate contract to be executed, allowing funds to be allocated from a designated account instead of the annual contract.

SCHEDULING & WORK COMPLETION

1. All scheduled non-emergency repairs shall commence no earlier than 8:30 AM to facilitate completion within the same day.
2. Jobs must be completed as efficiently as possible, and no work shall be left unfinished.

CONTRACTOR RESPONSIBILITIES

NOTE: Raleigh Housing Authority (RHA), Capitol Area Development, and Oak City Affordable Communities **will not** provide or reimburse **personal protective equipment (PPE)**. It is the sole responsibility of the **Contractor** to supply all necessary PPE for their employees.

CONTRACT BEGINNING & ENDING DATE:

BID FORM FOR ELECTRICAL SERVICES

PROPOSAL FOR ELECTRICAL SERVICES

I (we) hereby propose providing **electrical services** as outlined below for all properties owned or managed by the **Housing Authority of the City of Raleigh**.

This proposal includes all associated costs, including but not limited to:

- Parts, materials, and equipment
- Labor and travel expenses
- Any additional requirements necessary to complete the requested services
- Site restoration, including leveling disturbed earth and reseeded after excavation

We are committed to delivering high-quality electrical services in compliance with all applicable regulations and industry standards.

Name of Company: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Date: _____

Job Pricing & Equipment Options

Jobs 1 through 6 are priced per project rather than per employee or hourly rate.

Equipment Options are available **only** when labor rates for a hired technician apply. Contractors must provide their pricing in the table below.

Equipment	Daily Rate (\$)	Weekly Rate (\$)
Cyclone Bender (up to 2" Conduit)		
Pipe Dies (up to 4" Conduit)		
Pipe. Dies up to 2" Conduit		
Hydraulic Pipe Bender up to 4" Conduit		
Digging Wire Tuggers-4,000lb		
Towable Man-Lift 35ft		

Contractors should ensure that the rates provided align with the agreed contract terms.

Labor Rate Proposal

Contractors must provide their labor rates for general electrical work and overtime/holiday rates below.

Labor Type	Rate (\$) Per Technician Per Hour
Standard Rate (General electrical work not specifically detailed in the bid form)	
Overtime & Holiday Rate (Work performed outside standard hours and	

Labor Type	Rate (\$) Per Technician Per Hour
on state-recognized holidays)	
Helper for General Electrical Work Rate (work not specifically broken out in bid form)	
Master Electrician Rate (work specified by the work order provided by the project manager)	

Contractors should ensure all rates comply with the agreed contract terms and applicable labor laws

Additional Service Charges

Contractors must provide their pricing for the following additional services.

Service	Rate (\$)
Electric and/or Mechanical Permit Fee	
After-Hours Rate (Work performed between 6:00 PM - 7:00 AM)	
Difficult Access Fee (<i>Varies based on difficulty; Project Manager will be notified when determined</i>)	

Contractors should ensure all charges align with contract terms and industry standards.

Billing Policy

- RHA will only pay for actual time worked on the job.
- Minimum hourly rates will not be paid.

CODE & REGULATORY COMPLIANCE REQUIREMENTS

All work performed under this contract shall comply with:

- The most current adopted version of the National Electrical Code (NEC)
- All applicable State of North Carolina and City of Raleigh electrical codes
- U.S. Department of Housing and Urban Development (HUD) regulations
- NSPIRE (National Standards for the Physical Inspection of Real Estate) inspection standards
- All local permitting and inspection requirements

The Contractor shall ensure that all electrical installations, repairs, replacements, and upgrades meet or exceed these standards at the time of service.

Exceptions

Raleigh Housing Authority, Capitol Area Development, and Oak City Affordable Communities reserve the right to obtain services from an alternative provider under the following circumstances:

- The contractor under the annual contract is unavailable when requested.
- Concerns arise regarding the quality of service, including but not limited to:
 - Excessive time taken to complete routine electrical repairs.
 - Inadequate or improperly maintained equipment.
 - Insufficient training of personnel or equipment operators.
 - Issues with professionalism or conflicting personalities.
 - Substandard or improperly sized materials.

RALEIGH HOUSING AUTHORITY AND CAPITOL AREA DEVELOPMENTS, INC.
ARE NOT TAX EXEMPT
NC SALES AND USE TAX FOR WAKE COUNTY IS CURRENTLY
7.25%

CONTRACTOR CERTIFIES (Please check the following that applies):

APPLICABLE NORTH CAROLINA SALES AND USE TAX IS
INCLUDED IN THE BID PRICE

APPLICABLE NORTH CAROLINA SALES AND USE TAX IS NOT
INCLUDED IN THE BID PRICE AND WILL BE BILLED SEPARATELY ON
THE INVOICE

Contractor Company Name

Contractor's Signature

Date

HUD-52158 Maintenance Wage Rate Determination	U.S. Department of Housing and Urban Development Office of Davis-Bacon and Labor Standards
--	---

Issuance of a Maintenance Wage Rate Determination to a Public Housing Agency, Tribally Designated Housing Entity, or the Department of Hawaiian Home Lands (collectively "Local Contracting Agencies" or "LCAs") does not require the LCA to submit any materials to HUD upon receipt. Issuance of this form sets an obligation on the receiving LCA to pay no less than the HUD-determined or adopted prevailing wage rates to maintenance laborers and mechanics employed in the LCA's operation of certain Public and Indian housing projects. This requirement is set by statute pursuant to Section 12(a) of the U.S. Housing Act of 1937, as amended (42 USC § 1437(a)), and Sections 104(b) and 805(b) of the Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA), as amended (25 USC § 4114(b) and 25 USC § 4225(b), respectively.)

Agency Name: Raleigh Housing Authority	DBLS Agency ID No: NC002	Wage Decision Type: <input checked="" type="checkbox"/> Routine Maintenance <input type="checkbox"/> Nonroutine Maintenance
	Effective Date: July 1, 2025	Expiration Date: June 30, 2027

The following wage rate determination is made pursuant to Section 12(a) of the U.S. Housing Act of 1937, as amended (Public Housing Agencies), or pursuant to Section 104(b) of the Native American Housing Assistance and Self-Determination Act of 1996, as amended (Tribally Designated Housing Entities), or pursuant to Section 805(b) of the Native American Housing Assistance and Self-Determination Act of 1996, as amended (Department of Hawaiian Home Lands). The Agency and its contractors shall pay to maintenance laborers and mechanics no less than the wage rate(s) indicated for the type of work they actually perform.

ELISA OLIVER <small>Digitally signed by ELISA OLIVER Date: 2025.06.05 07:52:10 -04'00'</small>	06/05/2025
_____ DBLS Staff Signature Elisa Oliver, Labor Standards Specialist	_____ Date
_____ Name and Title	

WORK CLASSIFICATION(S)	HOURLY WAGE RATES	
	BASIC WAGE	FRINGE BENEFIT(S) (if any)
Hi Rise Maintenance Supervisor	\$26.40	
HVAC Mechanic	\$22.80	
Janitor	\$16.21	
Landscape Crew Lead	\$21.72	
Landscape Manager	\$26.40	
Landscape Specialist	\$19.70	
Licensed Plumber	\$26.40	
Maintenance Supervisor	\$25.14	
Maintenance Technician II/Maintenance Tech II/Locksmith	\$20.68	
Maintenance Technician III	\$21.72	
Pest Control Technician	\$20.68	

Previous editions obsolete.

HUD-52158 (05/2022)