



Raleigh Housing Authority

INVITATION FOR BIDS: **Quarterly Inspection, Annual Testing & Portfolio Update of Fire Sprinkler, Hydrant, and Standpipes**

The Raleigh Housing Authority (RHA) is soliciting bids for Quarterly Inspection, Annual Testing & Portfolio Update of Fire Sprinkler, Hydrant, and Standpipes 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 Monday April 20, 2026 at 3pm.

Contact Information

"Please submit all bids to AssetMgt@rhanc.gov. For any questions, clarifications, or assistance regarding this solicitation, please contact **Asset Management** at the same email address. Kindly include "**Sprinkler Services**" in the subject line of your email. We look forward to receiving and 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.

Quarterly Inspection, Annual Testing & Portfolio Update of Fire Sprinkler, Hydrant, and Standpipes

Proposal Objective:

To retain a qualified contractor to conduct quarterly fire sprinkler system inspections, annual fire sprinkler testing (February), in addition to 5 year annual inspections. The contractor shall also deliver an updated system-wide portfolio showing the status and location of all sprinklers, hydrants, and standpipes, across all RHA-owned properties.

Scope of Work: Provide labor, equipment and materials to perform a quarterly inspection and an annual test of fire sprinkler system to be done per NFPA (National Fire Alarm Code) 25 Codes. A report of the condition of the system will be provided to the Asset Management team no later than ten days after inspection and testing of the system.

A. QUARTERLY (NFPA25) Fire Sprinkler System Inspections – Locations & Bidsheet Attached

- Conduct a full inspection of all sprinkler system components at each property every 3 months.
- Inspections shall include visual and functional checks of:
 - Control valves
Monthly control valve inspections will be performed by trained in-house RHA maintenance staff.
 - Pipe conditions
 - Water flow indicators
 - Fire department connections
 - Pressure gauges
 - Alarm devices
- Note and immediately report any deficiencies or impairments.
- Provide a summary inspection report to the designated Asset Management team member within ten(10) days of each inspection.

B. Annual Sprinkler System Testing (February)

- Perform all annual testing as per NFPA 25 requirements, including:
 - Main drain tests
 - Full flow alarm tests
 - Inspection and testing of all accessible valves and devices

- Internal pipe assessments where required
- Generate a detailed report with pass/fail criteria, pressure data, device functionality, and necessary repairs.
- Deliver report to the contract monitor within ten (10) days of testing.

C. 5 YEAR INTERNAL PIPING CONDITION & OBSTRUCTION INSPECTION

The 5-Year fire sprinkler inspection is an NFPA mandated inspection examining the insides of your fire sprinklers' piping. The examination must be carried out a minimum of every 5 years. This investigation will take place at a minimum of four points in the fire sprinkler system.

- System valve
- Riser
- Cross Main
- Branch Line

If obstructions are found, a complete flushing program will be conducted to remove all foreign materials from the piping.

***Sprinkler System -NFPA 25** code 5.3.2 Gauges- required that the gauges be replaced every 5 (five) years or be tested every 5 (five) years by comparison with a calibrated gauge. Gauges not accurate to within 3% of the full scale shall be recalibrated or replaced.*

D. STANDPIPES - Yearly Standpipe Valves - open and closed and visual inspection Locations & Bidsheet Attached

A five (5) year standpipe test as per NFPA 25 codes is required on all buildings that have standpipes. A report on the condition of the system will be provided to the Raleigh Housing Authority within two weeks. Any problems will be reported for the Project Manager's attention.

The Standpipe inspection shall include

- Performing an internal inspection of all alarm valves and check valves
- Performing a flow test at the hose valves for proper flow.
- Replace or calibrate all gauges.

Five (5) Year Standpipe Test: (Completed in 2026)

- 509 Glenwood Avenue (Glenwood Towers)
- 116 St. Mary's Street (Carriage House)

E. HYDRANTS – Locations & Bidsheet Attached

Provide labor, equipment and materials to perform an annual inspection and test of fire hydrants system per industry and City of Raleigh standards. A

report of the condition of the fire hydrants will be provided to the Project Manager no later than ten (10) days after inspection and testing of the fire hydrants.

The following information must be included in the report:

- Location of fire hydrant (street address)
- Date and time of test
- Hydrant inventory#
- Hydrant model
- Water main size
- Static reading at hydrant
- Static reading on main
- Residual Reading on Hydrant
- Residual Reading on main
- Pitot Reading
- Name of tester

Bid Sheet

<u>Location</u>	<u>Address(es)</u>	<u>Item</u>	<u>Qty</u>	<u>Unit \$</u>	<u>Line Total \$</u>	<u>Service Total \$</u>
RHA Administrative Office	900 Haynes Street					
		Quarterly Sprinkler System Inspection	1			
		Annual Wet Sprinkler T&I	1			
		Annual Pre-Action T&I	1			
		Compliance Fee Upload				
		Misc				
		TOTAL T&I THIS LOCATION				
Carousel Place (CAD)	750 Bright Creek Way					
		Annual Wet Sprinkler T&I	1			
		Annual Fire Hydrant T&I	1			
		Quarterly Sprinkler System Inspection				

		Compliance Fee Upload				
		Misc	1			
		TOTAL T&I THIS LOCATION				
Chavis Villas	730 Bright Creek Way					
		Annual Wet Sprinkler T&I	3			
		Annual Fire Hydrant T&I	1			
		Quarterly Sprinkler System Inspection	3			
		Compliance Fee Upload				
		Service Charge	1			
		TOTAL T&I THIS LOCATION				
Chavis Villas	701 Bright Creek Way					
		Annual Wet Sprinkler T&I	2			
		Quarterly Sprinkler System Inspection	2			
	1.600 Six Oaks Lane - Apt. 101 2.800 Grove Hollow - Apt.104 3.730 Bright Creek Way (Villas) 4.Across from 620 Iron Meadow - Apt 101 5.Comer of Lenoir & Iron Meadow	Annual Fire Hydrant T&I				
			8			
		Compliance Fee Upload				
		Misc	1			
		TOTAL T&I THIS LOCATION				
Walnut Terrace	140-190 Levister / Gaslight Creek					
		Annual Wet Sprinkler T&I	9			

		Quarterly Sprinkler System Inspection	9			
	1.222 Little Blue Alley 2.245 Little Blue Alley 3.110 Gas Light Creek Court 4.120 Gas Light Creek Court 5.130 Gas Light Creek Court 6.140 Gas Light Creek Court 7.164/170 Old Manly Court 1.244 Vernon Haywood Circle 2.Community Park on Levister 3.140 Levister Court 4.170 Levister Court 5.118/124 Old Manly Court	Annual Fire Hydrant T&I	12			
		Compliance Fee Upload				
		Misc	1			
		TOTAL T&I THIS LOCATION				
Raleigh Daycare Center	1035 Halifax St.					
		Annual Wet Sprinkler T&I	1			
		Quarterly Sprinkler System Inspection	1			
		Compliance Fee Upload				
		Misc	1			
		TOTAL T&I THIS LOCATION				
Glenwood Towers	509 Glenwood Ave.					
		Annual Wet Standpipe T&I	3			

		Compliance Fee Upload				
		Misc	1			
		TOTAL T&I THIS LOCATION				
Parkview Manor	911 N. Blount St.					
		Annual Wet Sprinkler T&I	1			
		Quarterly Sprinkler System Inspection	1			
		Service Charge	1			
		Compliance Fee Upload				
		Service Charge	1			
		TOTAL T&I THIS LOCATION				
The Oaks	540 Lipscomb St.	Annual Fire Hydrant T&I	1			
		Compliance Upload Fee	1			
		Service Charge	1			
		TOTAL T&I THIS LOCATION				
Stonecrest	3936 Harenipe Ct.	Annual Fire Hydrant T&I	2			
		Compliance Upload Fee	2			
		Service Charge	1			
		TOTAL T&I THIS LOCATION				
Mayview	2144 Mayview Rd./ 1118 Parker St	Annual Fire Hydrant T&I	2			
		Compliance Upload Fee	2			
		Service Charge	1			
		TOTAL T&I THIS LOCATION				
Valleybrook	4700 /4730 Leafcrest Ct.	Annual Fire Hydrant T&I	2			
		Compliance Upload Fee	2			
		Service Charge	1			
		TOTAL T&I THIS LOCATION				

Kentwood	3960/3920 Nelly St./1140 Clanton/Corner of Clanton & Neely	Annual Fire Hydrant T&I	4			
		Compliance Upload Fee	4			
		Service Charge	1			
		TOTAL T&I THIS LOCATION				
Stonybrook (CAD)						
		Annual Wet Sprinkler T&I	1			
		Quarterly Sprinkler System Inspection	1			
	1.3007-C Lake Woodard 2.3015-A Lake Woodard 3.3009 Lake Woodard 4.2032 Brentwood Road 5.2130 Brentwood Road	Annual Fire Hydrant T&I	5			
		Compliance Upload Fee				
		Service Charge	1			

Labor cost for repairs

Labor rate for one technician during normal working hours, M-F, 8-5, no holidays
 \$ _____

Labor rate for a crew of two technicians during normal working hours, M-F, 8-5, no holidays
 \$ _____

Labor rate for one technician during afterhours, weekends, and on holidays

\$ _____

Labor rate for a crew of two technicians during afterhours, weekends, and on holidays

\$ _____

Name of Company

Contact Person

Phone Number for Contact Person

Date _____

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
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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 § 1437i(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 -0400</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	