

# **Housing Authority of the City of Fitzgerald, Georgia**

## **Request for Proposals (RFP)**

### **Electrical Infrastructure Upgrades Gas to Electric Conversion Project**

Electrical Panel Upgrades  
Electric Range Circuits  
Electric Water Heater Circuits  
Heat Pump Electrical Circuits

Procurement Method  
Competitive Proposal – Best Value

Issue Date  
April 27<sup>th</sup>, 2026

Proposal Due Date  
May 27<sup>th</sup>, 2026

Issued By  
Housing Authority of the City of Fitzgerald, Georgia

Contact  
Housing Authority of the City of Fitzgerald, Georgia  
314 South Sherman Street, Fitzgerald, GA 31750

## Table of Contents

Electrical Infrastructure Upgrades – Gas to Electric Conversion .....	3
I. General Information .....	3
II. Scope of Work – Electrical Infrastructure.....	5
III. Electrical Technical Specifications .....	8
IV. Proposal Submission Requirements .....	9
V. Proposal Evaluation Criteria.....	9
VI. Selection Process .....	9
VII. Federal Contract Requirements .....	9
VIII. Additional Terms and Conditions .....	130
IX. Electrical Bid Pricing Table .....	14
X. Pre-Proposal Site Visit .....	15
XI. Construction Production Expectations .....	16
XII. Construction Logistics Plan.....	17
XIII. Change Order Procedures.....	18
XIV. Insurance Requirements .....	18
XV. Minimum Contractor Production Capacity .....	18
XVI. Unit Schedule Exhibit (See Appendix H) .....	18
XVII. HUD Federal Forms, Certifications and Documents (See Appendix Documents).....	18
XVIII. Contract Agreement Template (See Appendix E).....	18

# Housing Authority of the City of Fitzgerald, Georgia

## Request for Proposals (RFP)

### Electrical Infrastructure Upgrades – Gas to Electric Conversion

This Request for Proposals (RFP) is issued by the Housing Authority of the City of Fitzgerald, Georgia (“FHA”) to solicit proposals from qualified, licensed electrical contractors capable of performing electrical infrastructure upgrades required to support the FHA’s conversion from gas appliances to electric appliances across its scattered-site public housing portfolio. The work includes installation of upgraded electrical service panels, dedicated circuits for electric appliances, and related electrical infrastructure improvements necessary to support modernization of the FHA’s housing stock. The FHA intends to select a contractor with demonstrated experience performing similar multi-unit residential electrical upgrades in occupied housing environments.

## I. General Information

### A. Purpose

The purpose of this procurement is to obtain qualified electrical contractors to perform electrical infrastructure upgrades necessary to support electric ranges, electric water heaters, and future HVAC systems within the FHA’s scattered-site residential housing portfolio. The FHA intends to modernize electrical infrastructure to ensure safe, reliable electrical service capacity for current and future building systems while improving overall operational efficiency and resident safety. Contractors responding to this RFP must demonstrate the technical capability, staffing capacity, and management experience required to perform electrical upgrades across multiple occupied residential units.

### B. Housing Authority Background

The FHA operates and manages a portfolio of scattered-site public housing units that serve low-to-moderate income residents within the community. As part of its ongoing modernization efforts, the FHA is undertaking infrastructure upgrades designed to improve the reliability, safety, and long-term sustainability of its housing stock. The FHA continually invests in capital improvements that enhance building systems and ensure

compliance with federal housing standards. The electrical infrastructure upgrade project described in this RFP represents a key component of that modernization effort.

**C. Project Background**

The project will involve installation of new 200-amp electrical service panels, relocation of panels to the interior face of exterior walls where necessary, installation of dedicated 240-volt electric range circuits, and installation of dedicated 240-volt electric water heater circuits. The project will be completed across multiple residential units located at scattered-site properties operated by the FHA. Electrical improvements are necessary to support the FHA’s transition away from gas appliances and toward modern electric appliances that improve safety and long-term operational efficiency.

**D. Procurement Schedule**

The following anticipated procurement schedule provides key milestones associated with the solicitation and selection process. The FHA reserves the right to modify these dates as necessary to ensure a fair and competitive procurement process and meet funding obligation requirements.

Milestone	Date
RFP Issued	April 27, 2026
Pre-Proposal Site Visit	May 11, 2026
Deadline for Receipt of Inquiries	May 14, 2026
Deadline for Receipt of Proposals	<b>May 27, 2026</b>
Initial Evaluation of Proposals	May 28 – May 30, 2026
Interviews with Firms (if required)	May 30 – May 31, 2026
Secondary Evaluation of Proposals	May 31 – June 1, 2026
Notice of Selection, Board Approval & Negotiations	June 1 – June 2, 2026
Anticipated Contract Award	June 2, 2026

*\*\*\*\* The procurement schedule outlined above is provided for planning purposes only. The FHA reserves the right to modify, extend, or revise the schedule as necessary to ensure a fair and competitive procurement process or to meet funding obligation requirements. Any modifications to the schedule will be communicated through written addenda issued by the FHA and posted in accordance with applicable procurement procedures. \*\*\*\**

**E. Inquiries and Addenda**

All questions regarding this RFP must be submitted in writing to the FHA’s designated contact person identified in this solicitation. Questions must be submitted by the deadline identified in the procurement schedule. Responses to questions, clarifications, and any

changes to the solicitation will be issued through formal addenda. Contractors are responsible for reviewing all issued addenda and incorporating the information provided into their proposals.

#### **F. Eligibility to Contract**

Contractors responding to this RFP must be eligible to participate in federally funded procurement activities. Contractors must not be debarred, suspended, or otherwise declared ineligible from participation in federal programs. The FHA will verify contractor eligibility through the System for Award Management (SAM) and through applicable HUD exclusion databases. Contractors must also demonstrate appropriate licensing, insurance coverage, and experience required to perform electrical construction services.

Contractors responding to this solicitation must demonstrate that they possess the experience, staffing, and technical capability necessary to perform electrical upgrades in occupied housing environments. Contractors should have a minimum of five (5) years of experience performing electrical construction work and must be a licensed electrical contractor with a valid, current and appropriate license as issued by the State of Georgia. Contractors must demonstrate experience performing multi-unit residential electrical upgrades and must provide references from previous clients for similar work.

#### **G. Contract Period**

The anticipated project duration is approximately twelve (12) months from issuance of the Notice to Proceed. The FHA anticipates that the majority of construction activity will occur during spring, summer, and fall months to support efficient completion of interior unit upgrades. Contractors must demonstrate their ability to maintain consistent production and complete the project within the required timeframe.

#### **H. Contractor Licensing Requirements**

Contractors responding to this solicitation must hold a valid, current and appropriate license for electrical contracting as issued by the Georgia State Board of Electrical Contractors and must comply with all applicable state and local licensing requirements governing electrical construction work. Contractors must also ensure that all electricians performing work under this contract are properly licensed and registered as required by the State of Georgia. Proof of current licensing must be included within the proposal's submission.

## **II. Scope of Work – Electrical Infrastructure**

The selected contractor shall provide all labor, tools, equipment, machines, and vehicles necessary to complete electrical infrastructure upgrades in accordance with applicable

codes and FHA requirements. Said contractor shall solely be responsible for supervising and coordinating such labor as well as obtaining all permits necessary for the project prior to the commencement of same.

### **1. Panel Replacement and Capacity**

The contractor shall remove existing electrical panels and install new 200-amp load centers with a minimum of thirty (30) breaker slots. Panels must provide sufficient capacity for existing electrical circuits as well as dedicated circuits required for electric ranges, electric water heaters, and future HVAC systems. All panels shall be installed in accordance with National Electrical Code requirements and manufacturer specifications. Panel layouts shall reserve adequate breaker space and electrical capacity to support dedicated HVAC heat pump circuits in addition to existing branch circuits and appliance loads.

The project is anticipated to include replacement and installation of approximately one hundred ninety-two (192) electrical service panels across the FHA's scattered-site housing portfolio. The final number of panels may vary slightly depending on field verification and unit scheduling conducted by the FHA.

### **2. Electrical Load Verification**

Prior to installation of new electrical panels, the contractor shall verify that the existing electrical service capacity and service entrance conductors are capable of supporting the electrical loads associated with electric ranges, electric water heaters, and future HVAC heat pump systems.

If field verification determines that the existing electrical service capacity is insufficient to support the required electrical load, the contractor shall notify the FHA immediately. Any required service entrance upgrades shall be processed in accordance with the Service Entrance Upgrade Allowance provisions established within this contract.

This requirement is intended to ensure that installed electrical infrastructure is capable of safely supporting both current appliance loads and future HVAC system installations.

### **3. Panel Relocation**

Where required, electrical panels shall be relocated to the interior face of an exterior wall to improve service accessibility and compliance with current electrical standards. Contractors shall extend existing circuits from the previous panel

location to the new panel location using approved junction boxes and wiring methods.

#### **4. Electric Range Circuits**

The contractor shall install dedicated 240-volt / 50-amp circuits for electric ranges including breakers, wiring, receptacles, and final testing. Installation must comply with applicable National Electrical Code standards and must be coordinated with the FHA's installation schedule.

#### **5. Electric Water Heater Circuits**

The contractor shall install dedicated 240-volt / 30-amp circuits for electric water heaters. Contractors must install appropriate disconnects and ensure that circuit installation supports the FHA's standardized 50-gallon electric water heater units. All water heater circuits shall be installed in accordance with the National Electrical Code (NEC) and applicable state and local electrical codes.

#### **6. Heat Pump HVAC Electrical Circuits**

The contractor shall install dedicated electrical circuits necessary to support residential HVAC heat pump systems where required. Electrical work associated with heat pump systems may include installation of appropriately sized breakers, branch circuit wiring, disconnect switches where required by code, and final connection points necessary to support HVAC installation.

All heat pump electrical circuits shall be installed in accordance with the National Electrical Code (NEC) and applicable state and local electrical codes. Circuit sizing shall be based on manufacturer specifications and equipment nameplate requirements once HVAC equipment selections are finalized by the FHA. The contractor shall coordinate installation of heat pump circuits with the FHA's HVAC installation schedule to ensure proper sequencing between electrical and mechanical work.

#### **7. Grounding and Bonding**

The contractor shall verify grounding electrode systems and bonding of metallic piping systems within each unit. Any deficiencies identified during installation must be corrected in accordance with the National Electrical Code.

#### **8. Permits and Inspections**

The contractor shall obtain all permits required for electrical construction work and coordinate all required inspections with the local authority having jurisdiction. The

contractor shall ensure that all work passes final inspection and complies with all applicable electrical codes. The contractor shall be responsible for obtaining all electrical permits required by the applicable authority having jurisdiction and shall coordinate all required inspections associated with the electrical work performed under this contract. The contractor shall include all permit fees, inspection coordination, and related administrative costs within the proposed price. All electrical work must pass required inspections prior to project closeout.

### **9. Utility Coordination**

The contractor shall coordinate with the local electric utility provider for any service disconnection, reconnection, or service entrance upgrades required as part of this project. The contractor shall schedule utility coordination activities in advance and shall provide reasonable notice to the FHA prior to any service interruptions that may impact residents. The contractor shall comply with all requirements of the local utility provider regarding service entrance equipment, meter bases, and service conductor installations. Any work requiring utility coordination must be scheduled in a manner that minimizes disruption to residents and housing authority operations. Costs associated with standard coordination activities shall be included in the contractor's base proposal. Service upgrades required due to insufficient utility capacity may be addressed through the electrical service upgrade allowance as authorized by the FHA.

## **III. Electrical Technical Specifications**

All electrical work shall comply with the National Electrical Code (NEC), applicable state and local electrical codes, and manufacturer installation requirements. Contractors shall perform work in a professional and workmanlike manner.

Electrical panels installed under this project shall be 200-amp load centers with a minimum of thirty breaker spaces capable of supporting electric ranges, electric water heaters, and dedicated heat pump HVAC circuits.

Heat pump HVAC systems shall be served by dedicated 240-volt circuits sized according to manufacturer specifications and NEC requirements. Installation may include breakers, wiring, disconnect switches, and grounding. Existing branch circuit wiring serving the unit shall be assumed usable unless visibly damaged, non-code compliant, or incapable of safely supporting the new electrical load as determined by the local electrical code official according to the NEC. Replacement of existing wiring shall not be approved without documented justification and written authorization from the FHA.

#### IV. Proposal Submission Requirements

Contractors must submit proposals that clearly demonstrate their qualifications, technical approach, and ability to perform the required electrical infrastructure upgrades. At a minimum, each proposal must include the following information.

1. Cover letter identifying the firm
2. Designated contact person and contact information
3. Company qualifications and licensing documentation
4. Description of technical approach
5. Proposed construction schedule and production plan
6. Experience with similar electrical projects
7. References from previous clients
8. Fee proposal
9. Proof of insurance

#### V. Proposal Evaluation Criteria

The FHA will evaluate proposals using a 100-point scoring system designed to identify the contractor offering the best overall value to the FHA.

Evaluation Factor	Maximum Points
Relevant Electrical Experience	25
Technical Approach	20
Production Schedule	15
Past Performance	15
Price Proposal	25

#### VI. Selection Process

The FHA will evaluate proposals in accordance with the evaluation criteria described above. The FHA may request additional information from proposers during the evaluation process. The highest-scoring firm may be invited to enter contract negotiations. If negotiations are unsuccessful, the FHA reserves the right to negotiate with the next highest-ranked firm.

#### VII. Federal Contract Requirements

This project is funded with federal funds and must comply with all applicable federal procurement requirements including 2 CFR Part 200 and HUD procurement regulations. Contractors must comply with all federal labor standards, equal opportunity requirements, and Section 3 participation requirements where applicable. Contractors must also comply

with HUD General Conditions for Construction Contracts and all related federal contract provisions governing public housing modernization projects.

## **VIII. Additional Terms and Conditions**

The contractor must maintain appropriate insurance coverage including general liability insurance and workers compensation coverage throughout the duration of the project. Performance and payment bonds may be required depending on the final contract value. The contractor must comply with OSHA safety requirements and maintain safe work conditions in all occupied units. The FHA reserves the right to reject any or all proposals and to waive minor irregularities in proposals received. Liquidated damages may be assessed in the amount of \$500 per calendar day for failure to achieve substantial completion within the contract schedule. This provision ensures that project completion timelines are maintained and that disruptions to residents are minimized.

### **1. Electrical Unknown Conditions Allowance**

Due to the age and varying construction conditions of the FHA's housing units, the contractor may encounter electrical conditions that cannot reasonably be identified prior to construction. Such conditions may include concealed wiring issues, grounding deficiencies, damaged conductors, undersized service components, or other electrical conditions that must be corrected in order to safely complete the work required under the contract.

To address these potential conditions, the FHA has established an Electrical Unknown Conditions Allowance in the amount of \$40,000.

This allowance is intended to cover unforeseen electrical corrections necessary to complete panel replacements, appliance circuits, and heat pump circuits in compliance with the National Electrical Code and applicable local regulations.

The following conditions shall apply to use of the allowance:

- The allowance may only be used with prior written approval from the FHA.
- The allowance is intended to address conditions such as, but not limited to:
- Damaged or deteriorated branch wiring
- Aluminum wiring requiring correction
- Grounding deficiencies
- Undersized feeders or service conductors
- Concealed junction boxes requiring correction
- Electrical conditions discovered during panel replacement that must be corrected for code compliance

*This allowance is not intended to cover work that could reasonably have been anticipated by the contractor during the proposal preparation process.*

## **2. Allowance Authorization Procedures**

To ensure proper oversight and control of the Electrical Unknown Conditions Allowance, the following authorization procedures shall apply to any request for use of allowance funds during construction.

### **1. Written Request Required**

The contractor must submit a written request to the FHA prior to performing any work that would utilize the allowance. The request must clearly describe the unforeseen condition encountered and the corrective work required.

### **2. Documentation of Conditions**

The request must include sufficient documentation to allow the FHA to evaluate the condition. Documentation may include photographs, inspection notes, field sketches, or other supporting information necessary to confirm the need for corrective work.

### **3. Cost Proposal**

The contractor must provide a detailed cost breakdown for the proposed corrective work. The breakdown must include labor, materials, equipment, and any associated subcontractor costs.

### **4. Authority Review and Approval**

No work associated with the allowance may proceed without written authorization from the FHA's designated representative. Verbal authorization will not be considered sufficient approval.

### **5. Change Order Documentation**

Upon approval, the authorized work shall be incorporated into the project through a formal change order or allowance authorization document issued by the FHA.

### **6. Tracking of Allowance Funds**

The FHA will maintain a running balance of the allowance amount. Contractors shall reference the allowance authorization number on all invoices associated with approved allowance work.

### 7. Unused Allowance Funds

Any portion of the allowance not utilized during construction shall remain with the FHA and shall not be payable to the contractor.

These procedures are intended to ensure transparency, cost control, and proper documentation of any unforeseen electrical conditions encountered during construction.

### 3. Service Entrance Upgrade Allowance

During panel replacement and electrical infrastructure upgrades, the contractor may encounter conditions where the existing electrical service entrance or utility service drop is determined to be insufficient to support the new 200-amp electrical panel or the additional electrical loads required for electric appliances and future HVAC systems.

Where such conditions are encountered, electrical service entrance conductors, meter bases, service masts, or associated service equipment may require upgrade or replacement in order to comply with National Electrical Code (NEC) requirements and local utility standards.

To address these potential conditions, the FHA has established a Service Entrance Upgrade Allowance in the amount of \$2,000.00 per occurrence. The allowance may be used to address conditions, including but not limited to:

- Undersized service entrance conductors
- Meter base upgrades required for 200-amp service
- Service mast replacement
- Service riser or conduit replacement
- Utility coordination required for service upgrades
- Electrical service equipment replacement required to support increased electrical load

Use of this allowance shall follow the same authorization procedures established for the Electrical Unknown Conditions Allowance. All work must receive written approval from the FHA prior to execution. Any unused portion of the allowance shall remain the property of the FHA.

### 4. Construction Quality Standard

All electrical work performed under this contract shall be completed in a professional and workmanlike manner consistent with accepted industry standards for residential electrical construction. Work shall comply with the National

Electrical Code (NEC), all applicable state and local electrical codes, and all manufacturer installation requirements. Any work determined by the FHA to be deficient or not in compliance with applicable codes shall be corrected by the contractor at no additional cost to the FHA.

## IX. Electrical Bid Pricing Table

Item	Description	Estimated Quantity
E-1	Install 200-Amp Panel (30 Slot Minimum) and Relocate to an Interior Exterior Wall	161
E-2	Extend Circuits to New Panel Location	Included with Panel Replacement (161)
E-3	Install 240V Electric Range Circuits	186
E-4	Install 240V Electric Water Heater Circuits	196
E-5	Panel Breakers and Load Center Components	Included with Panel Replacement
E-6	Grounding Corrections if Required	Included with Panel Replacement
E-7	Install Dedicated Heat Pump Electrical Circuits including breaker, wiring, disconnect, and final circuit termination	161
E-8	Electrical, Unknown Conditions Allowance	(Allowance Only – Do Not Include in Base Bid) – \$40,000

## X. Pre-Proposal Site Visit

The FHA may conduct a pre-proposal site visit to allow interested contractors to review representative unit conditions and electrical infrastructure prior to submission of proposals. Attendance at the site visit allows contractors to evaluate existing conditions and better understand the scope of work required. Contractors are responsible for reviewing site conditions prior to submitting proposals.

### 1. Pre-Award Field Verification

Contractors are encouraged to perform field verification of representative unit conditions prior to submitting proposals. Submission of a proposal indicates that the contractor has reviewed the available project information and has satisfied themselves regarding existing conditions that may affect the work. Contractors are

responsible for considering typical site conditions that may impact electrical installation work.

## **XI. Construction Production Expectations**

The FHA anticipates that electrical installation activities will occur on a rolling production schedule across multiple units. Contractors must demonstrate the ability to maintain consistent production while ensuring quality workmanship and minimal disruption to residents. While production rates may vary depending on unit conditions, contractors should propose a realistic weekly installation schedule that maintains quality and compliance with electrical codes. The contractor must demonstrate sufficient staffing and production capacity to perform electrical panel replacements and circuit installations across multiple units simultaneously. The FHA anticipates a minimum production capability of multiple units per week depending on site conditions. Contractors shall provide staffing plans identifying crew composition and anticipated production rates. The contractor shall be prepared to begin mobilization within thirty (30) days following issuance of the Notice to Proceed.

### **1. Minimum Production Expectations**

The FHA anticipates that electrical infrastructure upgrades will be performed on a rolling production basis across multiple units. Contractors responding to this solicitation shall demonstrate the ability to maintain consistent weekly production sufficient to support completion of the project within the anticipated project duration.

By submitting a proposal, the contractor acknowledges that sufficient staffing, supervision, and material procurement must be maintained to support continuous production of electrical panel replacements and appliance circuits across multiple units.

The contractor shall maintain adequate crews and resources necessary to avoid unnecessary delays in construction progress. Failure to maintain reasonable production progress may be considered a performance issue under the contract and may require corrective action by the contractor.

The FHA reserves the right to review construction progress periodically and may require the contractor to adjust staffing levels or work sequence if production falls substantially below the contractor's proposed construction schedule.

## **XII. Construction Logistics Plan**

Because construction will occur within occupied residential units, the contractor must coordinate all construction activities with the FHA to minimize disruption to residents. The contractor must provide advance notice prior to entering units and maintain safe work areas.

### **1. Material Staging and Storage**

The contractor shall coordinate with the FHA regarding staging and temporary storage of electrical materials, panels, wiring, and equipment required for the project. The FHA may designate a central staging location or warehouse area for temporary storage of materials prior to installation. Contractors shall maintain organized staging areas and shall be responsible for securing all materials stored on FHA property.

### **2. Scattered-Site Construction Conditions**

The contractor acknowledges that work under this contract will be performed across multiple-scattered-site residential properties operated by the FHA. Unit locations may vary across the FHA's housing portfolio and may require travel between different property locations throughout the project.

By submitting a proposal, the contractor acknowledges that the scattered-site nature of the work has been considered in the contractor's proposed price and construction schedule. No additional compensation shall be provided for travel time, mobilization between units, or logistical coordination associated with scattered-site work.

The contractor shall coordinate work sequencing with the FHA to support efficient scheduling of unit upgrades. The contractor shall maintain sufficient staffing and supervision to perform work across multiple units while minimizing disruption to residents and maintaining compliance with all contract requirements.

### **3. Resident Notification**

Because work will occur within occupied residential units, the contractor must coordinate scheduling with the FHA to provide advance notice to residents prior to entering units. The contractor shall comply with FHA resident notification procedures and shall coordinate access times to minimize disruption to residents.

#### **4. Unit Access Coordination**

The FHA will coordinate resident notification and provide access to units scheduled for electrical upgrades. The contractor shall coordinate daily work schedules with the FHA to ensure efficient entry into units.

Submission of a proposal indicates that the contractor understands that work will occur within occupied housing units and must be coordinated with residents and FHA staff. Failure of the contractor to coordinate scheduling or access procedures with the FHA shall not constitute grounds for additional compensation or schedule extensions.

#### **5. Resident Service Interruption Protection**

Because construction activities may require temporary electrical service interruptions, the contractor shall coordinate all power shutdowns with the FHA in advance. The contractor shall provide sufficient notice to allow the FHA to notify residents of any planned service interruptions.

Except in emergency situations, electrical service interruptions shall be scheduled during reasonable daytime hours and shall be minimized to the shortest duration necessary to complete the required work. The contractor shall take reasonable steps to ensure that residents are not subjected to extended power outages.

The contractor shall coordinate all service interruptions with the FHA and shall not disconnect electrical service without prior authorization. Any damage to resident property or unsafe conditions resulting from unauthorized service interruptions shall be the responsibility of the contractor.

#### **6. Daily Worksite Cleanup**

The contractor shall maintain safe and orderly work areas throughout the duration of the project. All debris, packaging materials, and removed electrical equipment shall be removed from the site by the contractor daily unless otherwise authorized by the FHA. Work areas within units shall be left in clean and safe conditions at the conclusion of each workday.

### **XIII. Change Order Procedures**

All change orders must be submitted in writing and approved by the FHA prior to performing additional work. Contractors must provide documentation describing the reason for the change and any associated cost or schedule impact.

### **1. Warranty for Electrical Work**

The contractor shall warrant all electrical work performed under this contract for a period of not less than one (1) year from the date of final acceptance by the FHA. The contractor shall correct any defects in workmanship or materials identified during the warranty period at no additional cost to the FHA.

### **2. Inspection and Acceptance**

All electrical work performed under this contract must pass required inspections by the local authority having jurisdiction. The FHA will review completed work for compliance with contract requirements prior to final acceptance. Final payment will not be issued until all work has passed required inspections and has been accepted by the FHA.

## **XIV. Insurance Requirements**

The contractor shall obtain and maintain insurance coverage throughout the duration of the contract that meets or exceeds the minimum requirements identified below. All insurance policies must be issued by companies approved by the FHA and authorized to transact business in the State of Georgia.

### **1. Minimum Insurance Limits**

- Commercial General Liability: \$1,000,000 per occurrence/\$2,000,000 aggregate
- Automobile Liability: \$1,000,000 combined single limit
- Workers Compensation: Statutory limits as required by the State of Georgia
- Employer's Liability: \$500,000 per occurrence

### **2. Additional Insured Requirement**

The FHA, its commissioners, officers, employees, and agents shall be named as additional insureds on the contractor's Commercial General Liability and Automobile Liability policies for the duration of the project. Coverage shall apply to all work performed under this contract.

### **3. Primary and Non-Contributory Coverage**

The contractor's insurance shall be primary and non-contributory with respect to any insurance maintained by the FHA.

### **4. Certificate of Insurance**

The contractor shall provide certificates of insurance and copies of additional insured endorsements to the FHA prior to issuance of the Notice to Proceed. Failure

to provide proof of required insurance coverage may delay contract execution or project mobilization.

### **XV. Minimum Contractor Production Capacity**

Contractors must demonstrate the ability to perform panel replacements, appliance circuits, and heat pump electrical circuits across multiple occupied residential units while maintaining consistent weekly production schedules. The contractor shall demonstrate the ability to complete electrical upgrades across multiple units per week while maintaining quality workmanship and compliance with applicable electrical codes. Contractors should provide information regarding staffing levels, supervision, and scheduling strategies that will support consistent production across scattered-site housing units.

### **XVI. Unit Schedule Exhibit (See Appendix H)**

The complete Unit Schedule for this project is provided in Exhibit H. Bidders are encouraged to review this document carefully as it defines the units included within the scope of work.

### **XVII. HUD Federal Forms, Certifications and Documents (See Appendix Documents)**

**Appendix A** – HUD-5370 General Conditions for Construction Contracts

**Appendix B** –Section 3 Certification

**Appendix C** – Non-Collusion Affidavit

**Appendix D** – HUD 5369-A Representations, Certifications, and Other Statements Bidder

**Appendix E** – Sample Contract (for reference only)

**Appendix F** – Davis Bacon Wage Determination

**Appendix G** – HUD-4010 Federal Labor Standards Provisions

**Appendix H** – Unit Schedule Exhibit

### **XVIII. Contract Agreement Template (See Appendix E)**

The selected contractor will execute a formal construction agreement with the FHA outlining scope of work, payment procedures, changing order requirements, and federal compliance obligations.