



## CITY OF LANCASTER

### COMMUNITY DEVELOPMENT DEPARTMENT

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**MARY JO SMITH**, *Executive Director*

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## REQUEST FOR PROPOSALS

The City of Lancaster, Ohio, is requesting proposals on behalf of qualified homeowner(s) for the purpose of undertaking the rehabilitation of the properties utilizing Community Development Block Grant and/or Community Housing Improvement Program funds.

All **proposals** must be submitted on required forms by 4:00 p.m. **Monday, September 26, 2011**, at the Community Development Office, City of Lancaster, 111 South Broad Street, Suite 217, Lancaster, Ohio.

Contractors must comply with Federal Minimum Wage Requirements and Equal Employment Opportunity Guidelines. Contractors shall be required to furnish proof of Workers Compensation, Comprehensive Liability Insurance and OHCP Renovation and Remodeling Training Certificate. All subcontractors must meet the same requirements.

Each proposal must be signed by the authorized individual and include the full name and address of the contractor submitting the proposal.

A **site inspection** of properties will be conducted on **Monday September 12, 2011**, commencing at 8:00 a.m. for the purpose of providing all prospective/bidders the opportunity to familiarize themselves as to the nature of work to be performed. All responsive bidders must attend the site inspection as a condition to submitting a proposal for consideration.

Contact the Community Development Department, City of Lancaster, 111 South Broad Street, Suite 217, Lancaster, Ohio, (740) 687-6663 for further information.