



CITY OF HARVEY
Mayor Eric J. Kellogg
15320 Broadway
Harvey, IL 60426

REQUEST FOR QUALIFICATIONS

WEATHERIZATION CONTRACTOR PROJECT #13-143008

PROPOSAL DUE: SEPTEMBER 27, 2013 – 10:00A.M

The City of Harvey, Illinois, a grantee of the Department of Commerce and Economic Opportunity (DCEO), Urban Weatherization Initiative (UWI), is seeking qualifications from weatherization contractors to provide residential weatherization services to a limited number of homes in the City of Harvey and the City of Markham.

The scope of work will include the installation of a variety of energy conservation measures designed to reduce energy usage in a household. At a minimum, contractors must meet the following requirements to participate in the program:

- **Must meet contractor licensing requirements for the City of Harvey and the City of Markham.**
- **Must be able to meet insurance and bonding requirements that will be outlined at the Mandatory Weatherization Contractor's meeting.**
- **Must have at least two years experience as a weatherization contractor.**
- **Must not have been debarred from any public contracts (federal, state or local).**

All interested contractors that meet the above minimum requirements **MUST** attend a **MANDATORY MEETING FRIDAY, SEPTEMBER 13, 2013 AT 10:00AM** at the City of Harvey, Council Chambers, 15320 Broadway, Harvey, IL 60426. Copies of the Request for Qualifications (RFQ) will be distributed at this meeting.

RFQ should be **SEALED AND RECEIVED BEFORE 10:00A.M. ON SEPTEMBER 27, 2013** in the City Clerk's Office located at City Hall 15320 Broadway Avenue, Harvey, Illinois 60426. **POSTMARKS WILL NOT BE ACCEPTED.** All responses to this RFQ must be clearly marked "**WEATHERIZATION CONTRACTOR RFQ,**" and shall be delivered during normal business hours Monday through Friday, except holidays, to the City Clerk's Office. Submit one original and two copies of your RFQ in a sealed envelope. The RFQ respondents understand that all contracts will be negotiated with the City for the aforementioned services. All responses to this RFQ will be reviewed by program staff, and the proposals that best address the project's needs will continue on for further analysis and negotiation. The City reserves the right, during the selection process, to reject any or all responses to this RFQ or any portion without exception or explanation.

The RFQ respondent is specifically advised that the City of Harvey is a grantee of the Department of Commerce and Economic Opportunity, Urban Weatherization Initiative, pursuant to an agreement entered into and between the above and the City. Payments to the awarded contract will be made by the City only after it has received funds to make such payments from the DCEO/UWI in accordance with the terms of the aforesaid agreement.

For information, please contact Rhonda Hardemon, Grant Administrator at (708) 210-5385 or email at rhardemon@cityofharvey.org.