MARION COUNTY HOUSING AUTHORITY

Request For Quotes

RFQ Number: 26-124

Date of Issuance: November 5, 2026

The Marion County Housing Authority (MCHA) will accept quotes until the date and time specified below.

Installation of Walk-In Showers

Quote Deadline: November 23, 2026 at 2:00 PM

Office of Marion County Housing Authority

719 E Howard Street

Centralia, IL 62801

The point of contact shall be the MCHA Procurement Specialist.

Phone: (618) 532-1894 Ext: 310

Email: modernization@mchahomes.org

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A. Project Overview

The Marion County Housing Authority (MCHA) is undertaking a bathtub replacement and accessibility upgrade project across the county to improve resident safety, accessibility, and long-term durability. This procurement seeks a qualified contractor to remove existing bathtubs and install new walk-in accessible shower units under an as-needed contract, with units assigned by MCHA. The contractor shall provide all labor, materials, equipment, and supervision required to remove bathtubs, prepare each space, and install new shower units with appropriate fixtures and surrounds. Some units may require drywall repair or replacement, while others will not. Units may be occupied or unoccupied at the time of work. All work must include proper waterproofing, sealing, and finishing, and meet current building and accessibility standards.

B. Pricing Requirements

Contractors shall submit one fixed, all-inclusive price for the complete removal and installation of an approx. 30" × 60" shower base, wall system, and plumbing replacement without drywall repair, and one fixed, all-inclusive price for the complete removal and installation of an approx. 30" × 60" shower base, wall system, and plumbing replacement with drywall repair. Each unit price must include all labor, materials, equipment, and any other costs required to complete the work as specified. These prices shall remain firm for the entire contract term, and all work must be performed at the submitted prices.

C. Scope of Work

1. Removal & Disposal

- Remove existing bathtub or shower unit, including all surrounding components necessary for access.
- Remove existing shower valve, faucet, drain assembly, and any associated plumbing components.
- Ensure removal does not damage surrounding building elements, finishes, or adjacent fixtures.
- Contractor shall haul away all debris and dispose of it at an approved location in accordance with local regulations.

2. Plumbing Replacement & Fixture Installation

- Install a new shower valve and faucet assembly, Delta® brand or approved equal, compatible with the new shower system.
- Replace or modify plumbing connections as needed to meet current code requirements.
- Install a new drain assembly that properly aligns and functions with the new shower base.
- Test all plumbing components for proper operation and correct deficiencies as needed.

3. Shower Base & Wall System Installation

- Install a new shower base in accordance with manufacturer specifications.
- Install a complete wall system suitable for accessible shower use. Coordinate with MCHA on existing grab bars; reinstall if directed.
- Perform drywall repair or replacement only when requested by MCHA to accommodate the new shower installation.
- Ensure proper alignment, secure installation, waterproofing, and sealing of all components.

4. Sealing, Finishing & Testing

- Seal all seams, joints, and penetrations to ensure a watertight installation.
- Test the entire shower assembly—including plumbing, drain, and wall system—for leaks and correct any issues prior to final acceptance.
- Leave the work area clean, safe, and ready for resident use.

D. Terms and Deadline

1. Quote Submission

Quotes must be received no later than 2:00 PM on November 23, 2026.

2. Contract Term

The contract shall be for a one (1) year term, with the option to renew for up to two (2) additional one-year terms at MCHA's sole discretion. Renewal pricing shall not increase by more than ten percent (10%) per renewal term.

E. General Requirements and Information

1. Davis-Bacon Wage Requirements

All contractors shall comply with the Davis-Bacon and Related Acts (DBRA). The applicable wage determination for this project is Wage Determination No. IL20260043, Modification No. 1, dated May 18, 2026, and is incorporated into this solicitation and any resulting contract. Contractors shall compensate all covered workers in accordance with the wages, fringe benefits, classifications, and other requirements of the applicable wage determination and submit weekly certified payrolls prior to payment. Contractors shall maintain all required payroll records and ensure that subcontractors comply with applicable DBRA requirements. MCHA reserves the right to review payroll documentation and withhold payment for noncompliance. Sole proprietors, owner-operators, and other contractors who perform the work exclusively on their own behalf and do not employ covered workers are not required to submit certified payrolls. The applicable wage determination may be accessed at: **https://sam.gov/wage-determination/IL20260043/1**

2. Certificate of Insurance

All quotes shall include a current Certificate of Insurance evidencing Commercial General Liability and, if applicable, Automobile Liability coverage. Contractors with employees shall maintain Workers' Compensation coverage as required by law. Contractors without employees shall indicate such in their quote. Upon award, the successful contractor shall provide an updated Certificate of Insurance naming the Marion County Housing Authority (MCHA) as an additional insured on applicable liability policies. The certificate shall be transmitted directly to MCHA by the contractor's insurance carrier or broker. The contractor shall maintain all required insurance coverage throughout the term of the contract.

3. Applicable Licenses

All quotes must include copies of all licenses, registrations, certifications, and permits required to perform the Scope of Work described in this solicitation. Failure to provide required documentation may result in the quote being deemed non-responsive.

4. Debarment, Suspension, and Federal Eligibility

The contractor must be eligible to participate in federally funded contracts and may not be debarred, suspended, or otherwise excluded from participation in federal programs. By submitting a quote, the contractor certifies that it is presently eligible to perform work funded in whole or in part with federal funds. MCHA reserves the right to verify the contractor's eligibility prior to award and to reject any quote submitted by a contractor determined to be ineligible.

5. Section 3 Requirements

The contractor shall comply with all applicable HUD Section 3 requirements and shall, to the greatest extent feasible, provide employment, training, and contracting opportunities to Section 3 workers and Section 3 business concerns. The contractor shall cooperate with MCHA in documenting compliance efforts and shall provide any information or records reasonably requested to demonstrate compliance with Section 3 requirements.

6. Quote Delivery

Quotes may be delivered by e-mail to modernization@mchahomes.org, hand-delivered to the office, placed in the drop box, or mailed to MCHA at **719 E Howard St, Centralia, IL 62801.** All quotes must be received by the date and time stated above to be considered.

7. Questions

For questions regarding this solicitation, please contact the Marion County Housing Authority's Procurement Specialist by email at modernization@mchahomes.org or by phone at (618) 532-1894 Ext. 310

F. Contractor Responsibilities & Damage Liability

1. Code, Standards, and Compliance

- All work must comply with local building codes, manufacturer specifications, applicable residential construction standards, and ADA requirements where applicable.
- Contractor shall use code-compliant materials and follow all manufacturer installation requirements.
- Contractor is responsible for obtaining any required permits and coordinating inspections when applicable, and must comply with all AHJ requirements.

2. Coordination & Communication

- Coordinate unit access, scheduling, and resident notifications with Housing Authority staff to minimize disruption.
- Maintain regular communication with the Procurement Specialist regarding progress, issues, and scheduling changes.
- Procurement Specialist approval is required before any invoice is submitted.
- If unforeseen conditions arise during construction that require additional work to achieve satisfactory completion, the contractor must notify MCHA immediately before proceeding.

3. Site Management & Safety

- Perform daily cleanup, remove all debris, and maintain safe, orderly work areas throughout the project.
- Maintain safe access routes for residents and staff at all times.
- Store materials and equipment in designated areas only; do not block sidewalks, driveways, or emergency access routes.
- Follow all OSHA safety requirements and ensure all workers use proper PPE.

4. Protection of Property

- The contractor is fully responsible for repairing any damages to buildings, driveways, fences, landscaping, or other property caused by their personnel or subcontractors.
- All repairs must meet the satisfaction of MCHA. If repairs are not completed satisfactorily, MCHA may deduct the actual cost of restoration from amounts otherwise due to the contractor.
- Protect existing utilities, finishes, and resident belongings during all phases of work.

G. Attachments

1. Reference Installation Photo

Below is an example of a completed installation. The final product may vary depending on the awarded contractor and site conditions. Drywall repair was not included in this installation but shall be provided upon request.

