

Cover Letter

ISWA Development Corporation, the Tribally Designate Housing Entity (TDHE) for the Catawba Indian Nation

Request for Proposal (RFP) for Pressure Washing

To Whom it May Concern:

You are invited to submit a proposal for Pressure Washing for Single Family and Multifamily Rental Property managed by ISWA Development Corporation (IDC) in accordance with the requirements set forth in the attached request for proposal (RFP).

The deadline for RFP's is November 11th, 2024. I anticipate that the provider whose proposal is the best solution for our project will be selected by November 14th, 2024. IDC would expect the work to begin no later than November 19th, 2024. We will notify all providers, whether they are disqualified, rejected or unsuccessful although responsive.

Indian Preference will be used for this RFP and all RFP's requested by ISWA Development Corporation.

I will be the single point of contact for all inquiries and correspondence.
I want to thank you for your time and interest in our project.

Sincerely,

Dylan Guinn, Director
ISWA Development Corporation
2919 Sturgis Road
Rock Hill, SC 29730
P: (803) 366-2750
Email: dylan.guinn@catawba.com

ISWA Development Corporation
RFP for Pressure Washing

Contact Information

Please direct all submissions, inquiries and correspondence to:

ISWA Development Corporation
Attn: Rick Martin, Maintenance Coordinator
2919 Sturgis Road
Rock Hill, SC 29730
Phone: (803) 366-2750
Email: Rick.martin@catawba.com

Attn: Brooke Wright, Executive Assistant of Tribal Resources
2919 Sturgis Rd
Rock Hill, SC 29730
Phone: (803) 322-9810
Email: Stephanie.wright@catawba.com

My preferred method of contact is via email. I will do my best to respond promptly.

Delivery Format

The Vendors standard proposal format will be acceptable provided that it addresses all request below.

Please deliver two hard copy proposals to:

ISWA Development Corporation
Attn: Rick Martin, Maintenance Coordinator
2919 Sturgis Road
Rock Hill, SC 29730

Attn: Brooke Wright, Executive Assistant of Tribal Resources
2919 Sturgis Rd
Rock Hill, SC 29730
Phone: (803) 322-9810
Email: Stephanie.wright@catawba.com

Along with an electronic proposal in PDF format to: Rick.Martin@catawba.com

Critical Dates

All of the following dates are target estimates and subject to change.

- Proposals will be accepted until November 11, 2024 at 12pm EST.
- Proposals will be reviewed the week of November 14, 2024 by the Director and Maintenance Coordinator of ISWA Development Corporation.
- Contract will be awarded by November 19, 2024.

ISWA Development Corporation
RFP for Pressure Washing

General Background Information

ISWA Development Corporation is a Tribally Designated Housing Entity under the federally recognized Catawba Indian Nation in Rock Hill, SC. ISWA Development Corporation operates under NAHASDA and HUD funding, and manages a combination 200 low-rent and lease-to-own dwellings on the trust lands of the Catawba Indian Nation.

ISWA Development Corporation uses Quickbooks Accounting Software.

Contract Time Length

Work will begin no later than November 19, 2024. Work will be completed in a time frame that is reasonable for Vendor and ISWA Development Corporation. Work will be completed at one time and not in different installments.

Billing Submission

IDC has two properties. Green Earth and Yesebehena/Old Reservation. Each property would need their own invoice for services rendered.

Description of Property

- A. Green Earth: 124 Units located at Green Earth are 2 Bedroom Townhouses and 2-5 bedroom Houses.
- B. Yesebehena/Old Reservation: 38 Units are comprised of 2-4 bedroom Houses
- C. Yesebehena Properties are half Rental and half Ownership. We will disclose the address of the properties that will need to be assessed to the contractor.

Equipment and Material

Vendor will supply all equipment and material needed to perform requested services.

Visit for Inspection

Anyone interested in bidding on this job who would like to see some potential units can schedule an appointment with Rick Martin at 803-366-2750 ext. 221 or Brooke Wright at 803-322-9810

Scope of Work

A. Pressure Washing

- Houses and Townhouses will need to be pressure washed with a cleaning agent. The homes are in bad shape when it comes to the dirt and residue on the units.
- Units are wrapped with vinyl siding.
- Houses have wood porches.
- Porches, decks, and sidewalks will all need to be pressure washed.
- Areas shall be cleaned 100% free of dirt, tar, grease, stains, gum oil, etc... to present a high quality experience following each scheduled visit
- Accumulated water remaining after the cleaning shall be removed completely so no puddling exists
- Until dry, the areas, where practical, shall be barricaded or otherwise isolated
- Contaminated water cannot flow freely in drains. Contractor will follow all state and local laws pertaining to contaminated water.
- Contractor will always have a foreman on the job.
- The Contractor shall clean all areas up to the entrance doors of each building. This includes, but is not limited to, steps, handicap ramps, side entrances, etc.
- The contractor is responsible for any damage to the home during pressure washing.

Background Information

1. Vendors should send references
2. Vendors must have workman compensation and general liability
3. **Vendors should specify Indian Preference and show proof of Native American Owned Company.**

Conclusion

Please submit your proposal to ISWA Development Corporation, Attn: Rick Martin, Maintenance Coordinator 2919 Sturgis Road Rock Hill, SC 29730. All Proposals must be submitted no later than 12:00pm EST November 11, 2024.

ISWA Development Corporation reserves the right to reject any or all proposals. ISWA Development Corporation is looking for responsible and responsive proposals.

I thank you for your time and interest in the ISWA Development Corporation RFP. We look forward to hearing from you.