

INVITATION FOR BIDS (IFB)

FOR

Entry Door Replacement

40 UNITS-2 Doors Per Unit



THE EL PASO COUNTY HOUSING AUTHORITY

650 NE G AVENUE

FABENS, TX 79838

SECTION 1 — SOLICITATION COVER PAGE

Solicitation No.: EPCRED05052026

Issue Date: 05/05/2026

Pre-Bid Meeting: None

Bid Due Date: 05/27/2026 at 4:00 PM (MST)

Submission Method:

Sealed Bids in Person Delivery

650 NE G Avenue

Fabens, TX 79838

Or

Mail Sealed Bids

EPCHA

PO Box 279

Fabens, TX 79838

Or

Electronic Submission: <https://ha.internationaleprocurement.com/>

Contact Person: Zulema Avila or Monica Cavazos

Email: zavila@epcha.org or mcavazos@epcha.org

Phone: 915-764.3559

Section 2 – AGENCY BACKGROUND

Mission, Description, Logistics

The El Paso County Housing Authority (“EPCHA”):

- To provide and develop affordable housing for low-income families while promoting self-sufficiency and neighborhood revitalization.
- EPCHA owns and operates a variation of programs consisting of 192 Federal Section 8 Housing Choice Vouchers and 80 public housing units.
- Is governed by a 5-member board of commissioners. Four members are appointed by El Paso County Commissioners Court of El Paso TX and a Resident Commissioner is selected pursuant to the procedures found at CGS 8-41.
- The Authority’s fiscal year runs from July 1st through June 30th.

SECTION 3 — INVITATION / NOTICE TO BIDDERS

El Paso County Housing Authority (EPCHA) invites qualified and licensed contractors to submit bids for the Entry Doors Replacement Project – 40 Units (2 doors per unit) located at 650 NE G Avenue, Fabens, TX 79838.

Contractor shall furnish all labor, materials, equipment, permits, supervision, and incidentals necessary.

EPCHA reserves the right to reject any or all bids, waive informalities, and award in the best interest of EPCHA.

SECTION 4 — PROCUREMENT SCHEDULE (EDITABLE)

Solicitation Issued: 05/05/2026

Deadline for Questions: 05/29/2026

Addenda Issued (if any): 06/02/2026

Bid Due: 05/27/2026 4pm MST

Bid Opening: 06/01/2026 @ 10 am MST

“Bids will be publicly opened and read aloud at EPCHA, 650 NE G Avenue, Fabens, TX 79838.”

Notice of Award: 06/3/2026

SECTION 5 — INSTRUCTIONS TO BIDDERS

5.1 Submission Requirements

Bidders shall submit:

- Completed Bidder Signature Page
- Completed Pricing Schedule
- Proof of licenses and insurance
- Equipment cut sheets/specifications
- Project schedule
- References (minimum 2)
- Any exceptions or clarifications

5.2 Questions and Addenda

All questions must be submitted in writing to the EPCHA contact listed on the cover page.

Responses will be issued via addenda.

5.3 Site Visit

A site visit is recommended.

5.4 Award Basis

Award will be made to the lowest responsive and responsible bidder in accordance with HUD requirements.

SECTION 6 — SCOPE OF WORK (SOW)

6.1 Purpose

EPCHA seeks a contractor to replace existing entry doors for forty (40) units, two (2) doors per unit (main/back entrance doors).

6.2 General Requirements

Contractor shall provide turnkey services including:

- Contractor shall walk the entire property and field verify all quantities and door sizes (estimated size: 3'-0" x 6'-8").
- All replacement doors must be compatible with HVAC-equipped units, including proper sealing, insulation, and weather-stripping.
- Remove existing screen doors and store for reinstallation.
- Remove existing entry doors.
- Rebuild door frames as needed and paint to match existing.
- Install new insulated entry doors using existing hardware.
- Ensure weather-tight seal to prevent air leakage.
- Install new hinges and ensure proper operation.
- Minimize disturbance to residents.
- Caulk interior door trim.
- Reinstall screen doors.
- Remove all debris off-site.
- Include permits, fees, and taxes.

6.3 Pre-Construction

- Verify unit conditions and access requirements.
- Submit equipment submittals for approval.
- Provide unit-by-unit work schedule.

6.4 Demolition/Removal

- Remove existing doors (as applicable).
- Dispose of equipment and debris properly.

6.5 General Requirements

- Comply with all local codes.
- Verify all measurements.
- Meet energy efficiency standards for HVAC-conditioned units
- Maintain safe work site.
- Coordinate with property management.

SECTION 7 — SAFETY / RESIDENT PROTECTIONS

Contractor shall:

- Maintain safe worksite and comply with OSHA.
- Protect resident belongings and EPCHA property.
- Provide daily cleanup.
- Ensure unit is livable at the end of each day.

SECTION 8 — PERMITS / INSPECTIONS / COMPLIANCE

Contractor shall:

- Obtain all permits and schedule inspections.
- Comply with all federal/state/local codes.
- Provide inspection approvals at closeout.

SECTION 9 — WARRANTY / CLOSEOUT

9.1 Warranty

- Manufacturer equipment warranty
- Minimum 1-year labor warranty

9.2 Closeout Deliverables

- Equipment list by unit number (model/serial)
- Manuals
- Final inspection approvals
- As-built changes (if any)

SECTION 10 — PRICING SCHEDULE

10.1 Base Bid

Item 1: Complete Main Entry Door Replacement per Door (Qty 40): \$ _____

Item 2: Complete Back Entry Door Replacement per Door (Qty 40): \$ _____

Item 3: Permits/Inspections (if separate): \$ _____

TOTAL BASE BID (Lump Sum): \$ _____

SECTION 11 — COMPLIANCE CHECKLIST

- Bidder Signature Page completed
- Pricing Schedule
- Licenses included
- Proof of insurance included
- Project schedule included
- References included (2)
- Exceptions (if any) listed
- HUD-required Forms

SECTION 12 — SECTION 3 / HUD COMPLIANCE (IF APPLICABLE)

Contractor shall comply with HUD/EPCHA requirements including Section 3 (when applicable). Contractor shall document good faith efforts to provide employment, training, and subcontracting opportunities to Section 3 residents and businesses.

SECTION 13 - CONTRACT REQUIREMENTS

The selected contractor must comply with all applicable federal requirements, including but not limited to:

- **Davis-Bacon and Related Acts** (if applicable threshold is met)
- **Section 3 Requirements** (if applicable)
- Equal Employment Opportunity (EEO)
- HUD General Conditions for Construction Contracts

SECTION 14 — BIDDER SIGNATURE PAGE

Legal Company Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ Email: _____

Authorized Representative: _____

Title: _____

Signature: _____ Date: _____

SECTION 15 — BID EVALUATION (lowest responsive and responsible bidder)

EPCHA will award this contract using the Lowest responsive and responsible bidder evaluation based on price, responsiveness, responsibility.

15.1 Minimum Responsiveness Requirements (Pass/Fail)

- Completed Bidder Signature Page
- Completed Pricing Schedule
- Proof of required licensing
- Proof of insurance or insurability
- Equipment cut sheets/specifications
- Project schedule
- References (minimum 3)

15.2 Evaluation Criteria

Bids will be reviewed for **responsiveness (pass/fail)**.



















Bidders will be evaluated for **responsibility (pass/fail)**.

Among responsive and responsible bidders, **award will be made based solely on the lowest price.**

Important:

- No best value, scoring, or negotiation will be used.
- Failure to meet bid requirements may result in rejection of the bid.

SECTION 16 — Attachments (HUD Forms)

 1.1 form HUD-5369	5/5/2026 10:24 AM	Adobe Acrobat D...	45 KB
 1.2 form HUD-5369-a	5/5/2026 10:25 AM	Adobe Acrobat D...	20 KB
 1.3 form HUD 5370	5/5/2026 10:26 AM	Adobe Acrobat D...	559 KB
 1.4 form HUD-11	5/5/2026 10:27 AM	Adobe Acrobat D...	81 KB
 1.5 form HUD-2530	5/5/2026 10:27 AM	Adobe Acrobat D...	264 KB
 1.6 form HUD-2554	5/5/2026 10:28 AM	Adobe Acrobat D...	95 KB
 1.7 form HUD-4010	5/5/2026 10:28 AM	Adobe Acrobat D...	45 KB
 1.8 form HUD-51000	5/5/2026 10:28 AM	Adobe Acrobat D...	205 KB
 1.9 form HUD-51001	5/5/2026 10:29 AM	Adobe Acrobat D...	203 KB
 1.10 form HUD-51002	5/5/2026 10:29 AM	Adobe Acrobat D...	160 KB
 1.11 form HUD-5372	5/5/2026 10:58 AM	Adobe Acrobat D...	352 KB
 1.12 form HUD-51004	5/5/2026 10:58 AM	Adobe Acrobat D...	146 KB
 1.13 form HUD-5372	5/5/2026 10:59 AM	Adobe Acrobat D...	352 KB
 1.14 form HUD-50071	5/5/2026 11:05 AM	Adobe Acrobat D...	278 KB
 1.15 form HUD-92010	5/5/2026 11:04 AM	Adobe Acrobat D...	63 KB
 1.16 form HUD-92554M	5/5/2026 11:05 AM	Adobe Acrobat D...	167 KB
 1.17 form HUD-WH-347	5/5/2026 11:06 AM	Adobe Acrobat D...	399 KB
 1.18 SF-LLL	5/5/2026 11:06 AM	Adobe Acrobat D...	35 KB