

**Request for Quotes
Lawn Care Maintenance 2018**

The East Chicago Housing Authority (ECHA) is soliciting quotes from qualified Contractors to provide a Lawn Care Maintenance Program that consist of maintaining the lawn between 22 weeks and not to exceed 26 weeks starting the 1st week of May 2018 and not to go beyond October 31, 2018.

(Note: Weather permitting)

Obtaining the Request for Quote: Package may be obtained by contacting Javier R. Chavez by email jchavez@echa-in.org. A pre-quote meeting will be held at the East Chicago Housing Authority's Main Office located at 4444 Railroad Ave. on Thursday, April 19, 2018 at 9:00 am, followed with a walk through of sites if necessary. ***This is a mandatory meeting required to take bid into consideration.*** There will not be a cost for the package.

Questions: Any questions or requests for further information or clarification must be directed to Rodney Whiteside via email at rwhiteside@echa-in.org for West Calumet & MECHA properties and Fred Rohrman via email at frohrman@echa-in.org for the Scattered Sites.

Submission Deadline: Proposals, in accordance with conditions defined in the RFQ, must be received via USPS Certified mail, overnight delivery services (UPS, Fed Ex, etc.) or hand delivered to the ECHA Central Office located at 4444 Railroad Ave. East Chicago, In. 46312. Quotes must be received **no later than 3:00 pm local time April 25, 2018**. Submissions will be date stamped upon receipt. **No submittals will be accepted after this time. Faxed proposals will not be accepted.** Women and Minority owned Contractors are strongly encouraged to submit a quote.

Submission Instructions: Submit a quote marked "Lawn care Maintenance RFQ 2018002" attention: Sonia Martinez c/o **East Chicago Housing Authority, 4444 Railroad Ave., East Chicago, IN 46312**. If a Contractor has submitted a quote in error, the original quote may be picked up and resubmitted before the submission deadline. Submissions will not be publicly opened.