



City of Parma, Ohio

TIM DeGEETER
MAYOR



1440 Rockside Road, Suite 306
Parma, Ohio 44134

PUBLIC HOUSING

Phone: 216-661-2015
Fax: 216-661-2021

May 19, 2016

REQUEST FOR PROPOSAL

PROFESSIONAL SERVICES AGENCY WIDE ENERGY AUDIT

The Parma Public Housing Agency is requesting proposals for consideration in the selection for professional services to perform a HUD required bare minimum ENERGY AUDIT (Type "A") of its one Public Housing Estate (Chevybrook), located in Parma, OH. Firms that have successfully demonstrated their ability to perform the above listed work are invited to submit proposals. Small businesses, minority and women owned businesses are encouraged to respond.

Questions in regards to this RFP must be in writing and received by PPHA by **4:00 p.m. on Monday, June 6, 2016**. Questions can be sent via mail to Parma Public Housing Agency, 1440 Rockside Rd. Suite 306, Parma, OH. 44134, attention Priscilla Pointer-Hicks, Executive Director; faxed to 216/661-2021 or emailed to Priscilla@parmahousing.org.

SUMMARY/SCOPE

Parma Public Housing Agency, requires a type "A" energy audit to meet HUD guidelines. This audit will deliver detailed energy analysis of the property located on Chevrolet Blvd, Parma, OH. From the energy analysis a list of cost effective energy conservation measures (ECMs) will be established.

Chevybrook Estates is a 60-unit property, comprised of 10 residential buildings, with 6 units each, in a garden style setting. There is also a maintenance building, with a laundry facility included. The property is located at 5617 Chevrolet Blvd. Parma, OH. 44130.

COST/SUBMISSION

Please include the proposed cost of the project and a timeline for completion and receipt of the final report in your proposal. Responses are due by **4:00 PM, Friday June 10, 2016**. Responses can be emailed to Priscilla@parmahousing.org; faxed to the attention of Priscilla Pointer-Hicks, Executive Director at 216/661-2021; mailed via U.S. Postal Service, to 1440 Rockside Rd. suite 306, Parma, OH. 44134, to the attention of Priscilla Pointer-Hicks.