



Request for Quote: Civil Services

Vendor Search Dates: Start: End:

Good morning,

We are soliciting quotes from qualified persons or companies to provide Civil Services. We are a tax exempt organization which should be taking into account for this proposal. This scope is for a single-family residential projects (listed below) located in Paterson, NJ. Once written request is received, we ask that all proposals are **submitted within 10 business days**. Any questions regarding this proposal can be sent to Diomedes Vargas, Construction Project Manager, Paterson Habitat for Humanity, via email: dee@patersonhabitat.org or call the office: **973-930-2849**, or Felix E. Rodriguez, Property Manager, via email: felix@patersonhabitat.org or call, **973-595-6868 ext 109**.

Addresses:

1. 205-207 Summer St

Scope of Work by address:

1. Prepare and deliver digital file and (8) hard copies of signed and sealed site layout plan
2. Prepare and deliver digital file and (4) hard copies of signed and sealed drainage report consistent with the Code of the City of Paterson
3. Attend Planning Board meetings at request of PHFH management team

Project Clarifications

1. Contractor is responsible for site clean up
2. PHFH is responsible for permit costs.
3. Out-of-state sale, exempt from sales tax
4. PHFH is responsible for material.

Diomedes A Vargas

Project Manager

Passaic County Habitat for Humanity

146 North 1st Street, Paterson, NJ 07522

Office: [973\) 595-6868 x122](tel:9735956868) • Fax: [973\) 595-0974](tel:9735950974)

Cell: **973) 930-2849(prefered)**

Dee@habitatpc.org • habitatpc.org