

Jack Stroupe

From: "Marvin Butler" <marvin@slidellhousing.com>
To: "'Jack Stroupe'" <dammoneng@bellsouth.net>
Sent: Friday, June 08, 2007 3:01 PM
Attach: sample add.doc
Subject: FW: Design plans

See comments below

Marvin Butler

From: Marvin Butler [mailto:marvin@slidellhousing.com]
Sent: Friday, June 08, 2007 9:11 AM
To: 'Marvin Butler'
Cc: 'Jack Stroupe'
Subject: FW: Design plans

Mr. Stroupe

The authority will supply the washers and dryers for the laundry room
I have received the plans from Jason and have done a preliminary review
The advertisement for the bid can be done by your office. I have attached a sample copy of the acceptable HUD language. If there is specific state language you can include it in this form.

Marvin Butler

From: Jack Stroupe [mailto:dammoneng@bellsouth.net]
Sent: Thursday, May 31, 2007 9:59 AM
To: Marvin Butler
Cc: jason
Subject: Design plans

Will you advertise the plans for bid, or do you prefer that we do so?
Will you furnish the washes and dryers for the laundry room, or should we include them in the bid process?
We will have your plans complete next week so will call you the first of the week for an appointment so you may review and accept the plans.

Jack Stroupe
Dammon Engineering

APPENDIX 2. SAMPLE ADVERTISEMENT

The **Felton Housing Authority (FHA)** invites sealed bids from contractors for the snow removal at **Vandross Manor, located at 56 Music Lane, Felton, USA, 56789**. The work consists of the replacing toilets at all 150 units in accordance with the documents prepared by Maurice Plumbing.

Bids are subject to State Law. July 19, 2007

Bids will be received until 2:00 P.M. on MMIDD/YY and publicly opened, forthwith at Felton Housing Authority, Property Management Division, 727 Robin Place, Felton, USA 56789. General bids shall be accompanied by a bid deposit that is not less than five (5%) of the greatest possible bid amount (considering all alternates), and made payable to the Felton Housing Authority.

A bid package will be available for pick-up from Dammont Engineers at 1095 Florida Ave ~~727 Robin Place~~ after 2:00 p.m., MM/DDIYY. Cost of plans and specifications is \$25.00. Company checks are required. 06/13/07

The job site and/or existing building will be available for a walk through on MM/DDIYY at 10:00 a.m. at Vandross Manor, **56 Music Lane, Felton, USA**. Prospective bidders should meet at the above-mentioned address.

Advertise 30 days