

REQUEST FOR PROPOSALS: ON-CALL HANDYMAN SERVICES FOR PUBLIC HOUSING UNITS

The Dickson Housing Authority is seeking reliable and skilled handyman services on an as-needed basis for our public housing units. This opportunity offers flexibility and a chance to contribute to the well-being of our communities by ensuring safe, functional, and well-maintained living spaces.

Scope of Work:

- As-Needed Basis: Contractors will be engaged for various handyman services as required.
- General Repairs: Addressing repairs in plumbing, electrical, carpentry, drywall, painting, flooring, appliances, and ensuring overall functionality.
- Emergency Services: Rapid response required for urgent and emergency repair situations.
- Preventive Maintenance: Conducting routine inspections to identify and address potential issues.

Requirements for Proposal Submission:

1. Company Information: Provide details about your company, including experience and expertise in providing handyman services.
2. Hourly Rates: Clearly outline your hourly rates for labor, materials, and any additional charges.
3. Response Time: Detail your ability to respond quickly to on-call requests, especially for emergency situations.
4. Insurance and Licensing: Ensure compliance with all necessary insurance and licensing requirements. Must have general liability and workers compensation insurance.
5. Insurance Requirements: Contractor will be required to furnish at the time of contract signing proof of general liability insurance minimum coverage of \$1,000,000.00 per occurrence, and business automobile insurance coverage of \$1,000,000.00; and workers' compensation coverage (must meet TN requirements). Coverage must be kept current, and the Dickson Housing Authority is to be named as additional insured.
6. References: Include references from previous on-call or emergency handyman service projects.

Qualification Criteria:

- Proven experience in providing on-call handyman services.
- Ability to respond promptly to urgent requests.
- Demonstrate reliability and quality workmanship.

Submission Deadline: April 10th, 2026 at 4PM

Submission Address: Dickson Housing Authority, 333 Martin L. King Jr. Blvd, Dickson TN 37055, Attention Avey Barrett. Bids can also be uploaded to the Housing Agency Marketplace at ha.internationaleprocurement.com (no "www").

Pre-Proposal Conference: An optional pre-proposal conference will be held on Tuesday March 31st, 2026, 10:00 am at Reed Community Center, 1202 E Walnut St. Dickson, TN 37055.

Selection Process: Proposals will be evaluated based on responsiveness, experience, rates, and references. Selected contractors will be included in a pool for on-call services, with notifications as projects arise.

For detailed proposal guidelines and additional information, please contact Avey Barrett at Avey.barrett@dicksonhousing.gov