

**City of Racine**  
**Purchasing Department**  
730 Washington Ave Room 105  
Racine, Wisconsin 53403  
[www.cityofracine.org/purchasing](http://www.cityofracine.org/purchasing)



**Monica G. Santos**  
Purchasing Agent  
Office: (262) 636-9143  
Fax: (262) 636-9100  
[Monica.Santos@cityofracine.org](mailto:Monica.Santos@cityofracine.org)

June 27, 2022

Honorable Mayor Cory Mason and the Members of the Common Council

Official Notice #6-2022 RFP Home Buyer Assistance Counseling and Administration of Down Payment Assistance (Contract #2022074) only one bid was received on Monday, June 27, 2022.

The following is a tabulation of the bids received (also attached):

<b><u>Bidder</u></b>	<b><u>Year 1</u></b>	<b><u>Year 2</u></b>	<b><u>Year 3</u></b>
<b>Housing Resources Inc</b>	\$139,153.00	\$147,600.00	\$156,130.00

I have reviewed this bid and recommend:

To approve the contract for Official Notice #6-2022 RFP Home Buyer Assistance Counseling and Administration of Down Payment Assistance (Contract #2022074) be awarded to Housing Resources Inc at their bid price of \$139,153.00 for Year 1, \$147,600.00 for Year 2, and \$156,130.00 for Year 3 they being the only responsible bidder.

Respectfully Submitted,

Monica G. Santos  
Purchasing Agent