

# VILLAGE OF CASS CITY RESIDENTIAL CONTRACTORS REQUEST FOR QUALIFICATIONS

**DATE OF RELEASE:** January 15, 2026

**RFQ DUE DATE:** February 17, 2026, 11:59 PM

**DELIVERY LOCATION:** Online form, or  
Village office (paper copies)  
6506 Main St. Cass City, MI 48726

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The **Village of Cass City** is seeking to generate a list of residential contractors to be used in future solicitation for projects associated with the Cass City Housing Rehabilitation Project funded through a \$236,000 Community Development Block Grant (CDBG) from the Michigan State Housing Development Authority (MSHDA). The project consists of the rehabilitation of approximately ten (10) homes, with a projected average budget per home of \$20,000.

## PROJECT SUMMARY:

MSHDA's CDBG funds are awarded to municipalities to support a range of housing related activities, including those classified under "**Homeowner Rehabilitation.**" These activities are meant to preserve affordable owner-occupied housing units through offering low-and-moderate-income homeowners, those making less than 80% of the area median income (AMI), grant funds to address health and safety concerns and maintenance issues. Eligible project costs are the actual costs of rehabilitating housing, including but not limited to interior and exterior improvements to meet code requirements, roof repair or replacement, siding, windows, plumbing, electrical, mechanical, and insulation. Village staff anticipate a high participation in this program and is treating this project as a pilot for potential future housing redevelopment activities.

In 2026, the Cass City Housing Rehabilitation Project (CCHRP) Committee will begin accepting applications for homeowners to participate in the housing rehabilitation program. Preliminary research of property owners in Village limits has confirmed that many will meet the Low-to-Moderate income requirements and owner-occupancy for the CDBG program. There are single-family properties where this funding will be targeted, though all qualified applications will be accepted. While estimates have not been completed, the Village's rough approximation is that homes will require on average \$20,000 in repairs. Project costs will not exceed \$25,000 per home.

Cass City's CCHRP Committee, comprised of staff and local specialists, will be responsible for selecting project sites and determining, in partnership with homeowners, which rehabilitation activities will be planned for each site. Once activities are determined, homeowners, with the

assistance of the CCHRP Committee, will procure a qualified contractor to complete rehabilitation activities. Homeowners will be able to utilize a pre-qualified list of contractors, created using this Request for Qualifications, to procure a contractor. At that time, contractors will be invited to submit a proposal through a sealed bid for each specific project site. Rehabilitation activities are expected to begin in 2026 and end in the late summer of 2027.

#### **CONTRACTOR REQUIREMENTS:**

All contractors are invited to submit a response to this Request for Qualifications. However, please note that contractors are required to have certain clearances by MSHDA, HUD, and the Village of Cass City. These could include, but are not limited to:

- Certifications for Lead-Safe work practices (if applicable based on site)
- Certifications for working in places with asbestos (if applicable based on site)
- Insurance requirements
- Debarment clearance at both the state and federal levels
- Licensing requirements
- References

The online RFQ form asks questions about these requirements, though contractors should note that some of these are dependent on the specific project site.

#### **HOW WILL I BE PAID IF I AM AWARDED A PROJECT IN THE FUTURE?**

Contractors will submit standard invoices to the Village of Cass City and/or its qualified grant administrator(s) and be paid based on guidelines set through the contract signed after the construction bid is awarded. In some cases, advances can be made to purchase the necessary materials to perform rehabilitation activities.

#### **HOW TO SUBMIT A RESPONSE TO THE RFQ:**

Please submit your response here: [RFQ Online Form](#) . The link is also available on the Village website at <https://www.casscity.org/index.php/government/public-notice/>

Responses will be accepted until February 17, 2026.



*Scan to access RFQ Online Form*