

# BUSINESS RETENTION PROGRAM SCOPE OF WORK

PO# \_\_\_\_\_



## REQUEST FOR BID

### Instructions to contractor(s):

**Mandatory On-Site Pre-Bid Friday, February 6, 2026, at 1:15 PM.**

**Return RFB 26-009 Tuesday, February 17, 2026, at 10:00 AM.**

**Please include minimum of three (3) sealed copies, Attn: Debra Hamilton Tidwell, City Clerk, 1<sup>st</sup> Floor, 301 River Park Drive, East St. Louis IL 62201. For any questions, please contact Tereyowna Martin, Director of Purchasing, via email: [tmartin@cesl.us](mailto:tmartin@cesl.us), 618-600-1919 Ineater Fleming, Purchasing Manager, via email [ifleming@cesl.us](mailto:ifleming@cesl.us) 618-600-4704**

### PROJECT INFORMATION

### CONTRACTOR INFORMATION

|  |                                |
|--|--------------------------------|
| ADDRESS:<br><b>4700 State Street East Saint Louis, IL 62205</b>            | COMPANY NAME:                  |
| HOMEOWNER'S NAME/VENDOR:<br><b>SW Franklin Group Inc/ Stanley Franklin</b> | POINT OF CONTACT/CONTRACTOR:   |
| PHONE: <b>618-567-9388</b>   | MAILING ADDRESS:               |
| EMAIL:   | CELL/BUSINESS PHONE:<br>EMAIL: |

## SCOPE OF WORK

| DESCRIPTION –  |  | COST                         |
|--|--|------------------------------|
| <b>Replace Roof</b>  |  | <i>Labor &amp; Materials</i> |
| <b>*Furnish all labor, materials, and equipment necessary to perform the work described within the Scope of Services</b> |  |                              |