

PARK HOLM – PHASE IV Renovation

Request for Proposal

December 4, 2018

1.1 NOTICE TO BIDDERS

REQUEST FOR PROPOSAL; The Housing Authority of Newport, hereafter referred to as “HACN” is seeking request for proposals “RFP” to renovate selected units/buildings. Proposals shall include all materials, labor & equipment unless otherwise noted.

Project Identification: **Park Holm – Phase IV Interior/Exterior Renovation**

Project Location:
Hillside Ave.
Newport, RI 02840

Owner:
Housing Authority of the City of Newport
120B Hillside Ave.
Newport, RI 02840

Owner's Representative: John Pagano 401-847-0185 jpgano@nphousing.org

Project Description:

The “Park Holm – Phase IV” project consists of the interior renovation of up to One Hundred (100) residential units starting with Five (5) identified units; 5, 78, 81, 232, & 233. Also included is the exterior renovation of up to Twenty-nine (29) buildings starting with Five (5) identified buildings; addresses as noted, #4/5, #32, #78/79, #80/81, and #232/233 Park Holm. Interior renovations shall consist of general carpentry, painting, patching, flooring, repairs and replacement of doors, trim, replacement plumbing/electrical fixtures and components. The exterior renovations included roofing, siding, general carpentry, door replacement, minor structural repairs, trim replacement, surface preparation, and painting. Work shall include both replacement and repair as needed or identified in the site-specific scope of work. As a standard specification all work whether immediately identified or not must ensure the unit is renovated to the HUD REAC UPCS standards.

Construction Contract: Bids will be received for the following Work:

General Contract; unit pricing for scope of work listed.

1.1 BID SUBMITTAL

A. All proposals must be received at the following email address by the proposal deadline:

To- John Pagano, Director of Facilities
jpgano@nphousing.org
Subject line- Project 2018-090 Phase IV Renovation RFP

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1. Bid Due Date: **December 21, 2018, 2:00 p.m.** local time.

- B. HACN reserves the right to reject any or all proposals for cause and to waive any informality in the submission process if it is in the public interest to do so. During the period between issuance of this RFP and the proposed due date, no oral interpretation of the RFP's requirements will be given to any prospective Offeror. Requests for interpretation (and other questions) must be made in writing at least 7 days before the submission due date and time to:

John Pagano, Director of Facilities
jpagano@nphousing.org

Subject line- Project 2018-090 Phase IV Renovation RFP

- C. During the period of advertisement for this RFP, HACN may wish to amend, add to, or delete from the contents of this RFP. In such situations, HACN will issue an addendum to the RFP setting forth the nature of the modification. This RFP, any related attachments or addenda will be posted on the HACN website at <https://www.newporthousing.org/> or distributed to the prospective vendors, if known, via HACN method.

1.2 PREBID CONFERENCE

- A. A mandatory walk-thru for all bidders will be held on **Wednesday, 12/12/18 at 1:00pm**. Bidders are welcomed to contact the Owner to access the site for any additional site visits if required.

1.3 INTERPRETATION & DISCREPENCIES

- A. No oral interpretations will be made to any bidder regarding the meaning of the invitation to bid. Every request for interpretation will be made in writing by the Bidder to NHA, John Pagano, jpagano@nphousing.org. Requests for interpretations submitted by sub-contractors will not be accepted. Every interpretation will be issued in the form of an Addenda and sent to all persons having received the ITB. All Addenda will become part of the Contract Documents. Failure of any Bidder to receive such interpretation shall not relieve the Bidder from any obligation with respect to his/her bid.

1.4 DOCUMENTS

- A. Invitation to bid: Online access will be provided to **prime Bidders only**.

1.5 PROJECT SCHEDULE

- A. Work to commence no later than January 21st 2019

- B. Completion of up to the five (5) units within this ITB no later than May 30th 2019. Release of units to be completed per discretion of the NHA.

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1.6 UNIT PRICING

- A. The unit pricing within this proposal shall be used to develop scope of work and pricing for up to and additional ninety-five (95) units outside of this ITB.
- B. NHA reserves the right to proceed with all, any or none of the renovations to units/buildings.
- C. Any fees/costs associated with the preparation of response to this ITB shall be bourn by the contractor. NHA will not be responsible for any fees/costs.
- D. All unit costs provided by the contractor on the bid form shall include but not be limited to: disposal costs, general conditions, supervision, overhead, profit, permits and related work to perform said task.

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Article 1 Introduction and Overview

HACN is a municipal agency created under the laws of the State of Rhode Island. Its mission is to provide decent, safe, and sanitary housing for low-income families. HACN receives funding from the U.S. Department of Housing and Urban Development (HUD) for the operation and modernization of low-income public housing owned by the Housing Authority.

PROJECT DESCRIPTION: The project involves the renovation of existing dwelling units at the property located at 203 Hillside Avenue in Newport, RI, as described in Article 2.

Article 2. Scope of Services and Responsibilities

Basic Services to be provided by the Contractor consist of the services described in this Article and those Supplemental Services described. The successful bidder must provide the following scope of work:

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2.1 Scope of work as indicated on the bid form in Exhibit-A

2.2.1 Provide alternate unit pricing as indicated on the bid form

ARTICLE 3 - Qualifications

In order to be considered qualified to perform the services under the Scope of Work, contractors performing this work must have the following qualifications:

3.1 Must be a corporation in good standing with The State of Rhode Island.

3.2 Must be registered with the Contractor's Registration and Licensing Board.

3.3 Must have at least 5 years of experience successfully managing projects of similar size and scope.

3.4 Must have a broad understanding of the building industry, including knowledge of materials, trades, and methods.

3.5 Make certain the work and materials meet the required standards.

ARTICLE 4 - HACN Rights

HACN will designate, in writing, a HACN Representative who will act on behalf of HACN with respect to this RFP. The Vendor shall accept directives only from the designated HACN Representative and not from other HACN employees. HACN may replace the designated HACN Representative at its sole option; if this replacement is made, HACN will notify the Vendor, in writing.

Article 5. Proposal Submission

5.1 Proposals should be submitted in the following format, with Tabs separating each section:

1. See Bid Form
2. List of submittals
3. Pricing. Provide unit pricing and total costs to provide the services covered by this RFP. Show unit cost for each scope of work item. Other costs, including travel, general, administrative, overhead, and profit shall be included within all unit costs.

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Article 6. Evaluation and Selection

Basis for award. The contract will be awarded to the firm whose proposal is determined by HACN to be the most advantageous to the Authority, with price and other technical factors considered. Technical factors include:

6.1 Experience. Firm's experience in executing projects of this size and scope of work. Emphasis should be placed on experience with public housing, federally funded, and municipal projects.

6.2 Qualifications. Identify the qualifications of the principals and staff performing work.

6.3 Approach/Work Plan. Firms must identify how they plan to undertake the activities under the Scope of Services provided in Part II, and the proposed timeline.

6.4 Section 3 and Small, Minority- and Women-Owned Businesses.

6.4.1 Firms must provide documentation regarding their status as either a Section 3 business concern or a small, minority- or woman-owned business concern.

Relative weight of technical evaluation factors:

- Factors Points
- Experience. 20
- Qualifications. 20
- Approach/Work Plan. 15
- Section 3/MBE. 15
- Pricing. 30

Total Points 100

Price will be considered in conjunction with technical factors by the HACN to determine the proposal that is most advantageous and offers the best value to HACN.

Article 7. Other Relevant Information

Documents and information relevant to this RFP include:

7.1 This RFP in its entirety.

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7.2 The Vendor is expected to provide all labor and materials necessary to accomplish the Scope of Services contained in Article 2 of this RFP and the Scope and Specifications Exhibits.

7.3 Labor rates for this project shall comply with the most current Davis Bacon rates.

7.4 RFP attachments, and Required forms (outlined in Vendor Submittals).

Attachments:

Exhibit-A Bid Form

Required Vendor Submittals:

Vendor Submittal -Certification of non-collusion

Vendor Submittal -Section 3/MBE certification (if applicable)

Vendor Submittal -Cost proposal template

Vendor Submittal -Statement of relevant and/or value add services available, but not already defined in RFP

7.5 Bonding requirements- Awarded contractors must be able to provide a performance bond for 100 percent of the contract price.

END OF INVITATION TO BID