

CITY OF SEAT PLEASANT, MD



6224 Foote Street

SEAT PLEASANT, MD



RFQ# 2022-602

**REQUEST FOR
QUALIFICATIONS and
INVITATION TO BID
NEW HOME CONSTRUCTION SERVICES**

SUBMISSION DEADLINE: August 30, 2022, 4:00 PM EST

INTRODUCTION

The City of Seat Pleasant (“*city*”) invites qualified contractors to submit Request for Qualifications and Invitation to Bid for the new construction of a 2,153 square foot single-family home at 6224 Foote St. Seat Pleasant, MD 20743.

The *city* wishes to address one of its main economic development goals-to provide quality, energy-efficient, smart affordable homes to moderate - low-income first-time homebuyers. This goal is being addressed through acquisitions by the *city* of properties from its vacant property inventory.

Historically outside realtors and developers have purchased properties from the inventory and constructed houses sold at market rates thus pricing out low-income homebuyers. The current residential profile consists of houses built between 1930 and 1960. During this time housing construction did not require standards for energy efficiency, smart technology features, or other amenities that today’s homebuyer seeks. In view of this, respondents are encouraged to submit proposals that deliver quality housing plans with a diverse range of affordability, energy-efficient and Smart features.

The project site is a 6,250 square foot parcel located in Ward 2 of the *city*. It is approximately 1.5 miles from the Addison Road-Seat Pleasant and Capitol Heights Metro stations and the Washington, DC border.

The abandoned structure on the property was demolished and the property is shovel ready. The contractual services of an Architect, Trace Architects provided schematic design and construction documents.

SCOPE OF WORK

The new home construction shall utilize the following attached specifications:

- Exhibit A – SDAT Real Property – District 18 Account # 2072148
- Exhibit B - Plat
- Exhibit C – Construction Documents

QUALIFICATIONS

Qualified firms shall be properly licensed, insured in the State of Maryland and Prince George’s County; and demonstrate verifiable experience in new construction, smart/energy-efficiency design, involving structural, mechanical, utility, and other systems within a new home. Contractors with substantive knowledge and experience working with smart technology, energy-efficient, and new construction projects are preferred.

EVALUATION AND BID

Evaluation and Bid criteria are as follows:

1. Experience and qualifications with new home construction projects.
2. Qualifications and experience of the construction team. Include resumes of key staff detailing background and related experience with residential projects.
3. Describe suggestions for modular/prefabricated construction and include any experience with this type of construction. (Non-mandatory)
4. Include three (3) residential project references. Include project name or address, date started, date completed, budget, timeline, and contact number/name:
 - Category 1 – new construction or,
 - Category 2 – rehabilitation home/building or,
 - Category 3 - other references may include projects that incorporate sustainable, smart technology, lighting and/or energy/renewable design.
5. Familiarity with the City of Seat Pleasant and/or Prince George’s County design standards, zoning, and new construction/rehabilitation guidelines.
6. Detail your fee structure along with draw schedule to include each scope of work completed to accompany the draw.
7. Outline timeline for project completion

SELECTION

- A *city* appointed selection committee will evaluate each response based upon the evaluation criteria. Virtual presentations may be required for further evaluation of contractor’s abilities.
- Selected bidder shall be notified via email from k.rhoda@seatpleasantmd.gov.
- Upon selection the *city* will schedule a pre-construction meeting to discuss all phases of construction.

QUESTIONS

Firms may submit questions for clarification in writing only to:

Veronica Owens, Project Consultant: veronica@monarchbutterfly.net
or
Kyrthlyn Rhoda, Grant Manager: kyrthlyn.rhoda@seatpleasantmd.gov

Please reference RFQ # 2022-602 in the subject line.

SUBMISSION

SUBMITTALS DEADLINE: AUGUST, 2022, 4:00 PM EST

- One (1) electronic copy: k.rhoda@seatpleasantmd.gov
Subject line: RFQ #2022-602
- Two (2) sealed hard copies: RFQ #2022-602
Attn: Kyrthlyn Rhoda, Grant Manager
City of Seat Pleasant
6301 Addison Road
Seat Pleasant, MD 20743

SCHEDULE

SCOPE	DATE
Issuance of RFP	July 21, 2022
Virtual Pre-Proposal meeting/Site Visit	August 16, 2022
Deadline for RFQ Submissions	August 30, 2022
Submission reviews completed	September 8, 2022
Interviews completed	September 15, 2022
Selection of Contractor	September 22, 2022
Project Fee Negotiation completed	September 29, 2022
Legal review completed	October 6, 2022
Notice Given to Proceed	October 13, 2022

***TIMELINE IS SUBJECT TO CHANGE**

BIDDERS

- Include detailed Scope of Work with bid breakdown
- Pricing should include labor and materials
- Lump sum and square footage bids will not be reviewed.
- Express all bid pricing in whole dollars only
- Responses must include provisions for the following additional requirements:
 - Contract shall be AIA document A105-2017 Standard Short Form of Agreement between owner and contractor
 - Section 3 (economic opportunities for low- and very-low-income individuals and businesses) participation and reporting.
 - MBE/WBE (minority-, woman-, and veteran-owned business) participation and reporting.
 - Plans include certified subcontractors and suppliers as well as % of self-performed work by certified businesses
 - Contractor shall pay sub-contractors wages based on federal or local minimum wage and aligned with the Davis Bacon Act
 - Expenses related to the provision of temporary utilities (electric, gas, water, and telephone services) and utility consumption during construction until a completion of work are the responsibility of the *city*
 - Temporary toilet facilities are the responsibility of the contractor
 - Worksite and material security are the responsibility of the contractor
 - Inclusion of current Energy Star requirements and new construction certification are required.
 - All receipts, invoices and other proof of payment must be retained and presented upon request by the *city*.
 - Change orders must be submitted in writing and approved before agreed upon scope of work and contract price can be adjusted.
 - All work shall be guaranteed through the general contractor through a one-year home warranty

GUIDELINES

1. All proposals submitted shall be considered for new home construction services only. The *city* would be responsible for marketing and selling the homes to eligible homebuyers.
2. By submitting a response, Respondents represent and warrant that all information provided in the response submitted shall be true, correct, and complete. Respondents who provide false, misleading, or incomplete information, whether intentional or not, may be excluded.
3. Cost of Responses – The City will not be responsible for the costs incurred by anyone in the submittal of responses.

4. Contract Negotiations – This RFQ is not a contract or a commitment of any kind. If this RFQ results in a contract offer by the *city* the specific scope of work, associated fees, and other contractual matters will be determined prior to contract execution.
5. The City reserves the right to terminate the qualification process at any time; to reject any or all proposals; to change the schedule and dates for responses, interviews and other dates; to waive formalities and minor irregularities in the proposals received; evaluate the responses submitted; candidates for the submittal of more detailed or alternate proposals; accept any submittal or portion of submittal; reject any or all Respondents submitting responses, should it be deemed in the City’s best interest; or cancel the entire process.
6. The Respondent shall submit the appropriate professional liability insurance prior to beginning any work
7. The *city* further reserves the right to cancel or amend this RFQ at any time and will attempt to notify recipients accordingly.
8. Contractors acknowledges by submitting a proposal that any and all information may be subject to the Public Records law of Maryland.
9. The *city* reserves the right to engage in discussions or negotiations with none, any, or all bidders as part of the selection process. Based on the suitability of responses received by the submission due date, the *city* reserves the right, at its sole discretion, to accept or reject any or all submissions and reissue this RFQ and Invitation to Bid at a future date.

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