

REQUEST FOR PROPOSAL (RFP) FOR GENERAL CONTRACTING SERVICES
Housing Authority of the City of McDonough, GA
February 14, 2023

Submit Proposal to the Attention of: Shanicki Burton
Executive Director
Housing Authority of the City of McDonough, GA
PO Box 23
McDonough, GA 30253

Submission Requirements: Qualified individuals or firms responding to the Request for Proposals must submit one (1) original and one (1) copy of their typewritten proposal by deadline to the above noted address. Respondents may also submit a single electronic copy of their proposal to sburton@mcdonoughha.org in lieu of typewritten documents.

Any party interested in being considered for the award must submit a proposal in response to this RFP in accordance with the instructions and terms herein. By submitting a proposal, the respondent agrees to be bound by the terms and conditions of this RFP and all applicable laws, regulations, and requirements, which may govern the use of federal funds. The McDonough Housing Authority reserves the right to select one or more contractors under this solicitation.

RFP Solicitation No: RFP 2023-01
Date of Issue: February 14, 2023
Responses Due: February 28, 2023, 4:00 p.m. est.

SOLICITATIONS AND INVITATION:

The McDonough Housing Authority (MHA) intends to enter into a contractual agreement with a qualified general contractor(s) on a competitive evaluation of submissions received. MHA is seeking proposals from qualified individuals, firms, or contractor teams to undertake various rehabilitation efforts associated with the residential dwelling units at the properties owned and operated by MHA. MHA reserves the right to choose multiple contractors and issue multiple task orders, as it deems necessary, or is determined to be in the best interest of completing the work timely.

INTRODUCTION AND BACKGROUND:

MHA is a quasi-governmental entity commonly known as a Public Housing Authority, established to serve and meet the affordable housing needs in the City of McDonough. The Authority is governed by the laws of the State of Georgia and acts as a unit of government, performing essential governmental functions. The Authority provides affordable housing options, such as safe and sanitary dwellings, to low-income families, veterans, elderly, and disabled individuals. It also implements programs funded by the U.S. Department of Housing and Urban Development (HUD). As a Public Housing Agency (PHA), the Authority administers its annual operating budgets between the 118 units of conventual public housing located at three sites: Lamar Point, located off Lewis Street; Hooten Street Apartments, and Weaver-Thurman Crossing, located off Church Circle. The units are all masonry construction, with central heat and air conditioning. The interior of the units are equipped with Energy Star-rated appliances. Washer and dryer connections come standard at Lamar Point and Weaver-Thurman Crossing, while only tow and three-bedroom units have washer hookups at Hooten Street Apartments.

GENERAL SCOPE OF WORK:

MHA is seeking well-qualified general contractors that are experienced in rehabilitation apartment dwelling units, interior and exterior. Dwelling unit rehabilitation may include kitchens, bathrooms, flooring, HVAC, electrical, plumbing, roofing, drywall, painting, cabinetry, masonry, and other related improvements.

PROCUREMENT SCHEDULE:

EVENT	DATE
Posting	February 14, 2023
Listed on Website	February 14, 2023
Pre-submission Conference	February 22, 2023, 2:00 pm est. MHA Office
Receipt of written questions*	February 23, 2023, by 4:00 pm est.
Responses to written questions	February 24, 2023
Proposal Submission Date	February 28, 2023, by 4:00 pm est.

PRE-BID CONFERENCE

There is a mandatory, in-person, pre-bid conference for all proposers. The pre-bid conference will be held at the MHA Main Office, located at 345 Simpson St, McDonough, GA, at 2:00 pm est. From there, we will travel to one of the properties so contractors can take photos and measurements of typical units.

Again, this pre-bid conference is mandatory. MHA will not accept proposals from contractors who have NOT attended the pre-bid conference.

PROPOSAL SUBMISSION CONTENTS:

Using this structure, please respond to this RFP in the following manner:

TAB 1: Qualifications & Experience: Please list the individual or firm's experience rehabilitating residential dwelling units. Include the unit types and location. Describe the company's experience as a general contractor and include other Housing Authorities where similar work has been performed. Also, include bios of individual team members that serve in a supervisory role. (50 points)

TAB 2: Cost: Cost is not the driving factor for this solicitation but it does have a bearing on the decision. Please give us the hourly rates of your firm, including owner, supervisor, laborer, administrative support, tradesman, and other members of your team. Also, provide a general price for a bathroom and kitchen remodel, gutted down to the studs. (25 points)

TAB 3: References: List at least three organizations, agencies where similar work has been performed. References should include name of organization, description of the work, dollar value of the work performed, organization contact information including address, phone number and email address. (15 points)

TAB 4: MBE/WBE/DBE: Please indicate where your firm is a minority business enterprise, woman-owned business enterprise, or disadvantaged business enterprise. If any applies, please attach appropriate certifications documenting such. (5 points)

TAB 5: Section 3: The response must include action plans that evidence MHA's Section 3 participation goals in terms of contracting, and Section 3 resident employment and training. The response must include a discussion of the approach and methods your team will utilize to assure employment of residents of MHA and other individuals eligible as Section 3 participants. (5 points)

TAB 6: Forms and Certifications: Please include the following forms and certifications with your response:

- Certification regarding lobbying SF-LLL

- Non-Collusive Affidavit (notarized)
- General Conditions form HUD-5370
- Debarment and suspension form HUD-2992
- Certification of Nondisclosure

*If you have any questions concerning this RFP, please submit them in writing to Damon E. Duncan, Construction Manager for MHA. Mr. Duncan can be reached at dduncan@clesiaventures.com .

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER/SUBCONTRACTOR

State of Georgia
County of Henry
City of McDonough

_____, being first duly sworn, deposes and says that:

1. He is _____ of _____
(owner, partner, officer, rep. or agent
the Bidder that has submitted the attached Bid;
2. He is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder nor any of its officers, partners, owners, subcontractors, agents, representatives, employees or parties in interest including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder, firm or person to submit a sham Bid in connection with the contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix overhead, profit or cost element of the bid price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement and advantage against the City of Syracuse, Department of Community Development, or the owner of the property interested in the proposed contract.
5. No member of the MHA Board of Commissioners, or other Officer of the City of McDonough, or any person in the employ of the McDonough Housing Authority is directly or indirectly interested in the bid, or the work to which it relates, or in any portion of the profits thereof; and,
6. The price of prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties in interest including this affiant;
7. I have read and understand the attached document entitled, "Additional Eligibility Requirements of Contractors Who Bid on Community Development Funded Projects and Contracts", and affirm that the Bidder meets the Eligibility Requirements and agree(s) to comply with the terms and conditions contained as of the date hereof;

8. I am/The Bidder is not indebted to the McDonough Housing Authority in any form or manner.

Signed _____

Title _____ Witnessed by _____