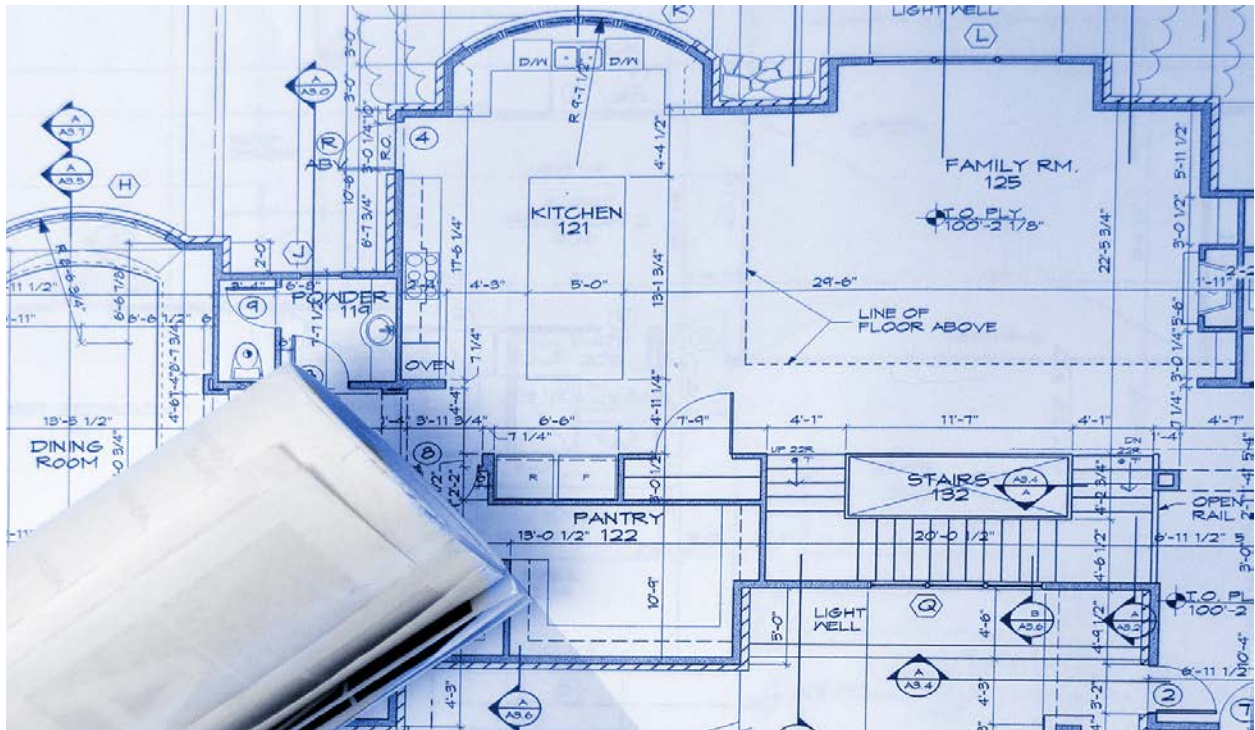


# Request for Proposals

## Arizona Avenue Apartments 2023





# Request for Proposals (RFP)

## **RFP 2023: Arizona Avenue Apartments**

### Proposal Cover Sheet

(Builder) Name of Company: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Tax ID Number: \_\_\_\_\_ DUNS Number: \_\_\_\_\_

AZ Registrar of Contractors License No. \_\_\_\_\_

City of Yuma Business License No. \_\_\_\_\_

**The undersigned acknowledges and agrees that:**

1. He/She is authorized to submit the attached proposal on behalf of the Builder, and is fully informed as to the preparation and contents of the attached proposal and all the pertinent circumstances respecting such proposal;
2. The terms of the proposal are fair and proper and not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the proposing entity, or any of its agents, representatives, owners, employees, or parties in interest;
3. If selected, Builder and its representative(s) will negotiate in good faith to enter into a Contract for participation in the Project and that the proposal, along with supplemental materials submitted and modifications mutually agreed through the course of the selection process, will form the basis for said Contract; and
4. AHDC reserves the right to reject and/or table any or all proposals received, to enter into negotiations with more than one prospective Project participants prior to selection, and to engage in subsequent written proposal rounds with fewer than all submitted proposals considered,

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Printed: \_\_\_\_\_ Date: \_\_\_\_\_

## Request for Proposals (RFP)

**RFP Code: Arizona Avenue**

### Checklist

#### **Submission Checklist:**

- Proposal Cover Sheet
- Construction Costs Breakdown (sample template provided)
- Self-Scoring Matrix
- Narrative of Experience
- Three (3) Professional References
- Narrative description highlighting experience pertinent to the Project Area/s proposed with pictures of completed work. *No renderings.*
- Evidence of Financial Strength and Resource Availability
- Firm Fixed Price Cost for proposed Project Area/s
- Commitment that Prices Submitted Will Remain in Effect (minimum 1 year)
- Schedule of Draws/Progress Payments
- Copy of City of Yuma Business License
- State of Arizona General Contractor's License
- Proof of Insurance Coverage as follows:
  - Commercial General Liability, each occurrence \$1,000,000
  - Automobile Liability, combined single limit \$1,000,000
  - General Aggregate Limit, each occurrence \$2,000,000
  - Worker's Compensation at statutory amount
- Brochure or other materials providing an overview of any applicable warranties to be provided to AHDC, and the name and contact information of the company providing the warranty, for verification purposes
- Copies of Women or Minority Business Status and/or Other Certifications (if applicable)

## I. OVERVIEW

Arizona Housing Development Corporation (AHDC) is using a competitive Request for Proposals process to identify a builder for the construction of a parking shade structure and the exterior renovation of five triplex buildings, located at 1980, 1960, 1950, 1940, and 1930 S. Arizona Avenue. Please see Construction Specifications and Addendum for more details.

Construction is expected to begin no later than August, with completion no later than October 15, 2023. Timeline is dependent upon approval of Construction Financing.

**Proposals are due on or before May 26, 2023 at 4 PM.**

All questions regarding this Request for Proposals should be directed to:

Luz Acosta, Business and Development Officer  
Arizona Housing Development Corporation  
420 South Madison Avenue  
Yuma, Arizona 85365  
Office: (928) 782-3823 x.154  
Direct: (928) 318-5801  
luza@hacy.org

## II. PROPOSALS

All proposals must conform to the prescribed format and contain all required information and materials as outlined here:

### A. Cover Sheet

All proposals must include a completed and signed Proposal Cover Sheet (attached herewith).

### B. Experience

1. Provide a written narrative (2 pages max.) describing your company, its history and ownership and renovation, construction, and/or development experience.
2. Provide three (3) client references with contact information. Respondent is encouraged to provide references for projects that were funded in-whole or in-part with state or federal grants.
3. Provide a list of renovation and/or construction projects built/developed by your company over the last three years, including address, construction price, completion date, and sales price/fair market value (if known). Optional: you may also attach up to twelve (12) photos (3 sheets max).

**C. Capacity**

1. Indicate your normal construction time for the proposed Project Area/s.
2. Provide corporate financial statements, letter of credit and/or other evidence that demonstrates your company's financial strength and capacity to participate in this initiative, undertaking construction of the number of homes proposed.

**D. Pricing and Payment**

Provide a separate pricing sheet for each of the Plans submitted that includes the following:

1. A firm fixed price cost for construction of the base/standard Plan, as submitted, and a line item list of all options with option pricing.
2. An indication that the cost/pricing will remain in effect for at least one year of the date of this proposal.
3. A schedule of values for draws or progress payments during construction.

**E. Attachments**

All proposals must contain the following attachments:

- Copy of City of Yuma Business License
- State of Arizona General Contractor's License
- Proof of Insurance Coverage as follows:
  - Commercial General Liability, each occurrence \$1,000,000
  - Automobile Liability, combined single limit \$1,000,000
  - General Aggregate Limit, each occurrence \$2,000,000
  - Worker's Compensation at statutory amount
- Brochure or other materials providing an overview of any applicable warranties to be provided to AHDC, and the name and contact information of the company providing the warranty, for verification purposes

**III. SUBMISSION, REVIEW, and SELECTION**

**A. Submission**

**Proposals are due by 4 PM on Friday, May 26, 2023. All proposals shall be submitted to:**

Luz Acosta  
Business and Development Officer  
Hand delivered or mailed to  
420 S. Madison Avenue, Yuma, Arizona 85365  
or via email at [luza@hacy.org](mailto:luza@hacy.org).

**B. Review (20 Points Each Line Item Below – See Scoring Matrix)**

All accepted proposals will be thoroughly reviewed by AHDC and will be considered on a variety of factors, including but not limited to:

1. The perceived quality of the renovation and/or construction.
2. The pricing (cost to AHDC) and value of the proposed work.
3. The experience and track record of the builder, overall and specifically in renovation and construction in traditional urban neighborhoods.
4. The builder's financial strength and resource capacity.
5. Project Readiness: ability to begin work promptly and complete in a timely manner.

Proposing builders may be contacted by AHDC for additional information, may be invited to meet with AHDC representatives, and may be asked to revise plans or other materials submitted, as part of AHDC's review and selection process.

**C. Selection**

1. Final selection of one or more Builders is anticipated on or before June 16, 2023
2. AHDC intends to contract with the selected Builder(s) for immediate construction.

**IMPORTANT:**

Late or incomplete submissions and submissions by facsimile will not be accepted. AHDC reserves the right to engage in discussions or negotiations with none, any, or all proposing builders as part of the review and selection process, to select or reject any or all proposals, and if deemed necessary, to engage in subsequent builder proposal rounds with fewer than all submitted proposals considered.

**IV. CONSTRUCTION: SCOPE OF WORK / CONTRACT**

Builder is required to furnish all labor, building materials, and equipment to complete the proposed project, and all work must be done according to applicable building and city codes.

The project is to be completed within three (3) months from the Notice to Proceed.

**See attached Construction Specifications.**

Change orders must be agreed to and accepted by AHDC's Business and Development Officer.

**General Notes:**

- All work shall be done in a professional manner and consistent with manufacturer's recommendations.
- On a daily basis, the Builder is to maintain the premises broom clean of construction debris and material, especially when the job is completed.



## Request for Proposals

- Any property or facilities damaged by the Builder, his or her workers or subcontractors as a result of the construction shall be repaired or replaced at no cost to AHDC.
- All EPA, OSHA, and applicable guidelines must be followed.



**Arizona Avenue Apartments**  
Addendum to Construction Specifications  
Section 01 00 00  
1.02 Description of Work

D. The Contractor understands the units are occupied and must notify the Owner of any unscheduled changes or project delays no less than ten business days in advance for work that requires tenants to leave their units.

E. The Contractor can bid for a specific Project Area, more than one, or all Areas identified herein. The Project Areas are:

- 1. Parking Lot**
  - Including existing parking lot demolition and new parking lot paving.
- 2. Parking Shade Structure Carport**
  - Including foundation, framing, roof drain system, roofing, stucco, paint, veneer, and electrical (carport and new panel).
- 3. Apartments Patio Shade Structures & Metal Shade Windows Structure**
  - Including demolition of existing patio structures, foundation, framing, stucco, patio roofing and light fixture installation.
- 4. Windows and Doors**
  - Including removing existing windows and doors, new hardware and finishings.
- 5. Masonry Walls**
  - Including demolition of existing fences, foundation, cmu block wall, wrought iron fencing and gates.
- 6. Apartment Building Envelope Improvements**
  - Including stucco removal and repairs, installation of new brick veneer, and exterior apartments painting.
- 7. Landscape and Irrigation.**
  - Including landscape, and irrigation.

The Contractor must:

1. Review, understand, and implement construction specifications for approved Project Area
2. Obtain required permits from the City of Yuma for all related work relevant to Project Area
3. Coordinate work with Management and other approved Contractors in overlapping Project Areas
4. Demolish and Remove existing structures, materials, etc. relevant to approved Project Area
5. Report any Resident-related issues or concerns to Management





# Construction Costs

RFP 2023: Arizona Avenue

		Total Cost
<b>1. General Requirements</b>		
<u>A. General Contractor's Markup</u>		
Overhead: Job supervision, temporary power, cell phone, job site toilets, tool storage, job site clean up & debris removal, equipment rental, etc.		
Profit		
<b>Subtotal</b>		<b>\$0</b>
<b>2. Existing Conditions</b>		
Environmental Clearance		
Site Demolition		
Buildings Demolition		
Other		
<b>Subtotal</b>		<b>\$0</b>
<b>3. Concrete</b>		
Buildings Foundation		
Other		
<b>Subtotal</b>		<b>\$0</b>
<b>4. Masonry</b>		
6 Ft. Masonry Wall Including Foundation		
3 Ft. Masonry Wall Including Foundation		
Other		
<b>Subtotal</b>		<b>\$0</b>
<b>5. Metals</b>		
3 Ft. Wrought Iron Fencing in Top of 3 Ft. Masonry Wall		
4 Ft. Wide x 6 Ft. High Wrought Iron Gates		
Metal Shade Window Structures		
Other:		
<b>Subtotal</b>		<b>\$0</b>
<b>6. Wood &amp; Composites</b>		
Covered Porch Entry Framing		
Other		
<b>Subtotal</b>		<b>\$0</b>
<b>7. Thermal &amp; Moisture Protection</b>		
Roofing		
New Stucco on New Porch Columns		
Existing Stucco Repairs		
Other		
<b>Subtotal</b>		<b>\$0</b>
<b>8. Openings</b>		
Windows		
Exterior Doors		
Door Hardware		
Other		

		<b>Subtotal</b>	<b>\$0</b>
<b>9. Finishes</b>			
Gypsum Wallboard Interior Walls & Door Repairs			
Interior Painting at Gypsum Wallboard Repairs			
Exterior Painting			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>10. Specialties</b>			
Clean-up & Testing			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>11. Equipment</b>			
N/A			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>12. Furnishings</b>			
N/A			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>13. Special Construction</b>			
N/A			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>21. Fire Suppression Systems</b>			
N/A			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>22. Plumbing</b>			
N/A			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>23. HVAC</b>			
N/A			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>26. Electrical</b>			
Exterior Lighth Fixture Replacement Owner Provided Contractor Install			
New Electrical House Meter & Panel Installation With Underground Branch Circuit To New Parking Shade Structure			
New Parking Lot Struture Lighting			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>27. Communications</b>			
N/A			
Other			
		<b>Subtotal</b>	<b>\$0</b>

<b>31. Earthwork</b>			
N/A			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>32. Exterior Improvements</b>			
Parking Lot Paving			
Landscaping & Irrigation			
Parking Shade Structure			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>33. Utilities</b>			
APS Connection			
Other			
		<b>Subtotal</b>	<b>\$0</b>
<b>Total Construction:</b>			<b>\$0</b>

## Additional Costs

*If applicable*

Architectural			
Civil Engineering			
Testing			
Building Permit(s) and Other Local Fees			
Other			
		<b>Subtotal</b>	<b>\$0</b>



