

REQUEST FOR QUALIFICATIONS

General Contractor Services for the Rehabilitation of:

Ventura Avenue Mixed Use

By

Homecomings, Inc.

(Nonprofit Corporation Affiliated with the Housing Authority of the
City of San Buenaventura)

Date Issued:

March 21, 2019

Submittal Deadline:

4:00 P.M. PST on April 17, 2019

All questions regarding this RFQ must be submitted via email to:

Karen Flock

kflock@hacityventura.org

Key Dates:

- Submit all questions regarding this RFQ **on or before: 4:00 P.M. PST April 10, 2019**
- RFQ Responses Due: **4:00 P.M. PST April 17, 2019**
- General Contractor Interviews (as applicable) **April 23, 2019 (Tentative Date)**
- General Contractor Selection: **By Week of May 6**

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***Items VII A-H are provided for the General Contractor's information only. Item VII I is a mandatory component of the Response to this RFQ. Please note, you will be asked to execute the Professional Services Agreement, Exhibit J, upon selection.**

I. PURPOSE

Homecomings, Inc. (“Homecomings”), a nonprofit corporation affiliated with the Housing Authority of the City of San Buenaventura (HACSB), is issuing this Request for Qualifications (RFQ) to select a General Contractor for pre-construction and construction services related to the rehabilitation of a mixed use building in the city of Ventura.

II. INTRODUCTION AND BACKGROUND

Triad Properties, a nonprofit corporation associated with the Housing Authority of the City of San Buenaventura (HACSB), has acquired a mixed use building located at 1238-1288 North Ventura Avenue. It currently includes six commercial spaces and 33 dwelling spaces. It will be substantially rehabilitated and reconfigured to include approximately three commercial spaces and up to 32 apartments. The renovation will change a problem into a visible asset to the community.

The construction contract will be between the General Contractor and a yet-to-be-formed Limited Partnership (Owner). Homecomings, an affiliate of the HACSB, will be the Managing Member of the yet-to-be-formed LLC that will be the General Partner of the Owner entity/Limited Partnership. Homecomings would prefer to execute a Professional Services Agreement for pre-construction and value engineering services immediately. The preference for the construction contract will likely be based on a Guaranteed Maximum Price (GMAX) format and will include a 100% open-book policy, with all project-related documents and records being readily-available for review by the development team. Alternatively, the development team may consider a pre-approved AIA Stipulated Sum Contract Form.

III. PROJECT DETAILS

A. SITE AND PROJECT DESCRIPTION

Triad Properties is scheduled to acquire the Ventura Avenue Mixed Use development on April 1, 2019. The City of Ventura has issued a Notice and Order to correct 316 code violations. Triad Properties will begin immediately to address these code violations, but additional approvals and funding are being pursued to fully rehabilitate the property. The construction contract is anticipated to be in the range of \$3.5-\$4 million.

The complete rehabilitation may include the following:

1. New electrical systems
2. New plumbing systems
3. ADA apartments
4. Wall, ceiling, and flooring repair and replacement

5. Adequate staircases
6. Appropriate seismic work
7. New windows
8. New heaters
9. New appliances
10. Replacement doors
11. Balcony repair
12. Reconfiguration of apartments
13. Sign program
14. Other items to be identified

We recommend that the General Contractor visit the site. The site is accessible with no prior arrangements necessary. Please do not disturb the businesses or residents.

B. DESIGN TEAM

The design team includes the following partners:

- Developer – HACSB
- General Partner – Homecomings, Inc.
- Architect – RRM Design Group
- Civil Engineer – RRM Design Group
- MEP Engineer – RRM Design Group
- Structural Engineer – RRM Design Group
- Landscape Architect – RRM Design Group
- Acoustic Consultant – tbd
- Dry Utility Consultant – tbd
- Geotechnical Consultant – tbd
- Sustainability Consultant – tbd

C. SCHEDULE AND FINANCING

The HACSB is working with the City of Ventura to determine and obtain required approvals. If approvals can be obtained in time, an application for 9% Low Income Housing Tax Credits will be submitted on July 1, 2019. If the application is successful, construction would start no later than March 2020.

Additional and alternate financing sources will also be pursued, including:

1. City of Ventura CDBG and HOME funds;
2. Affordable Housing Program;
3. California HCD Multi-Family Housing Program;
4. California No Place Like Home; and

5. 4% Low Income Housing Tax Credit Equity and Tax Exempt Bonds.

As a condition of funding sources, federal prevailing wages will apply.

Below is a list of key project milestones:

1. May 2019 Finalize construction scope
2. June 5, 2019 Initial Construction Budget
3. July 1, 2019 Apply for 9% Low Income Housing Tax Credits
4. September 25, 2019 Tax Credit Award
5. January 2020 Confirm Construction Cost Based on Available Construction Documents
6. February 2020 Execute AIA Agreement between Owner and Contractor
7. March 2020 Close Construction Loan, Issue Notice to Proceed and Start Construction

D. SPECIAL CONDITIONS/PROGRAMMATIC REQUIREMENTS

Prevailing Wage/Local Hire Obligations

General Contractor must ensure adherence to: MBE/WBE, Section 3, and other requirements stipulated by the various funding sources including federal prevailing wage (as applicable).

Sustainability Commitments

The Developer has committed to achieving a GreenPoint Rated certification. With the assistance and input of the Sustainability Consultant and Design Team, the General Contractor will be responsible for implementing the sustainable building standards, particularly as they apply to construction methods, construction waste management and reuse, and materials.

IV. RFQ SCHEDULE

The Developer would prefer to execute a contract for pre-construction services immediately, in order to allow for the General Contractor to provide support to address initial code compliance and design and value engineering input. The following is the anticipated Pre-Construction schedule:

1. 3/21/2019 RFQ Issued
2. 4/17/2019 RFQ Responses Due
3. 4/23/2019 General Contractor Interviews (tentative date)
4. By Week of May 6 General Contractor Selection

V. RFQ INSTRUCTIONS

A. REQUIRED INFORMATION AND FORMAT

The RFQ Response provided by the General Contractor shall be complete, organized, and formatted as follows:

1. General Information

- a. Submit a cover letter introducing your firm and highlighting qualifications for the project
- a. Provide a completed AIA Document A305

2. Firm Capacity and Experience **(30 Points)**

- a. Provide a company profile, including number of years in business and information/resume(s) for company principal(s)
- b. Indicate number of employees at firm, separated by office location, if applicable
- c. Discuss your local experience and use of local subcontractors
- d. Discuss your experience with occupied rehabilitation and substantial rehabilitation
- e. Financial Profile
 - i. Provide a breakdown of firm's annual volume for the past three (3) years
 - ii. Provide a financial statement indicating current assets and liabilities
 - iii. Indicate bonding rate and bonding company
 - iv. Indicate insurance limits and insurance company
 - v. List any pending, outstanding, or known financial claims or legal suits against firm

3. Management Plan – Resources and Capacity **(30 Points)**

- a. Proposed Project Team
 - i. Provide an organizational chart for the proposed project team
 - ii. Provide resumes for all members of proposed project team
- b. Capability to Complete the Project
 - i. Indicate staffing capabilities and expected administration structure for this project
 - ii. Provide a list of relevant experience and a brief profile on similar recent projects, including:
 1. Project size
 2. Total construction cost (per net rentable and gross square feet)
 3. Number of change orders for each project and cost as a percent of the original construction budget
 4. Similarities to this project
 5. Green Building Rating Systems, as applicable
 6. Prevailing wage / Davis Bacon wage compliance, as applicable
 7. MBE/WBE, Section 3 compliance (24 CFR Part 135), as applicable
 8. Each project referenced should also include owner contact name(s), current telephone number(s) and/or e-mail address(s) and photos
 9. Please do not use any HACSB staff as reference

- iii. Provide a list of currently booked/contracted work and backlog, including details on the size and cost of each project
 - iv. Other: Identify whether your firm self-performs any trade work
 - v. Contract Structure
 - 1. Describe experience with AIA GMAX
- c. Project Records and Cost Accounting
- i. Describe tools, software and or other systems used for construction management and maintaining project records. General Contractor must demonstrate that its internal accounting and cost tracking systems can manage a project of this size and type and maintain accurate project cost accounting.
4. Cost Effectiveness - Fee & General Conditions **(10 Points)**
- a. Provide a completed "General Conditions & Fee Worksheet" (attached as Exhibit "A") for the project, making sure to tie the proposed schedule duration, for the purposes of calculating overall project General Conditions. **General Contractor may modify the form to add or delete line items, but please highlight or note any modifications and provide reasoning for each.**
5. Preconstruction Effort **(20 Points)**
- a. General Contractor will be involved in a pre-construction role throughout the design and approval process of the Project.
 - b. General Contractor will provide updated budgeting, constructability reviews, and potential value engineering opinions periodically as the Construction Documents are prepared and reviewed by the City of Ventura. Please indicate General Contractor's willingness to participate in this process and if compensation is required. However, price will be negotiated after selection.
 - c. Discuss your approach to value engineering and your approach to cost effectiveness
6. Safety and Legal Factors **(10 Points)**
- a. Describe strategy for providing 24-hour site security to ensure the construction site is not an attractive nuisance
 - b. Please provide the following:
 - i. Safety records for the past three (3) years
 - ii. Current Worker's Compensation experience factor
 - iii. List of outstanding lawsuits including claims, both settled and unsettled for the past five (5) years
 - iv. Self-certification that there is no active Federal, State or Public Agency disqualification

B. EVALUATION CRITERIA

Qualifications will be evaluated based on the following:

1. Firm Capacity and Experience	30 Points
2. Management Plan – Resources and Capacity	30 Points
3. Cost Effectiveness – Fees & General Conditions	10 Points
4. Preconstruction Effort	20 Points
5. Safety and Legal Factors	<u>10 Points</u>
	100 Total Points

C. CONTACT INFORMATION

The above is intended to outline a general guide for responding to this RFQ. During the period leading up to the response deadline, please direct all correspondence and/or questions **via email** to: kflock@hacityventura.org. Do not contact any other Housing Authority staff regarding this RFQ. All responses to questions will be answered in writing by email and copied to all who have indicated by email to Karen Flock that they may respond. All responses to questions will also be available on the HACSB website.

D. SUBMISSION OF QUALIFICATIONS STATEMENT

The deadline for submitting a response to this RFQ is Friday, April 1, 2019 no later than 4:00 P.M. PST.

Responses shall be submitted in electronic PDF form via email to:

Karen Flock
Senior Developer
Housing Authority of the City of San Buenaventura
995 Riverside Street
Ventura, CA 93001
kflock@hacityventura.org

VI. SELECTION PROCESS

Based on the responses to this RFQ, the Developer may select qualified firms to conduct an in-person interview, to discuss qualifications for the Project and review the RFQ response. We anticipate interviews to occur on April 23, 2019. Please advise us as soon as possible if this date does not work for you. We anticipate a final selection to be made by the week of May 6, 2019.

VII. EXHIBITS

Exhibits can be found at the following link:

<https://www.dropbox.com/sh/xbtbny3sbuhts5p/AAA4ezBDuWLBDVgi860L3n5za?dl=0>

VIII. RFQ TERMS AND CONDITIONS

Please note that the information provided in this RFQ is subject to change, is not all-inclusive, and should be considered “informational” in nature. If any of the items included in this RFQ directly conflict with information found in the design specifications or drawings, please assume that the latter documents govern.

Homecomings may, at its sole and absolute discretion, reject any and all, or parts of any and all, proposals; re-advertise this RFQ; postpone or cancel, at any time, this RFQ process; or waive any irregularities in this RFQ or in the proposals received as a result of this RFQ. Also, the determination or the criteria and process whereby proposals are evaluated, the decision as to who shall receive a contract award, or whether an award shall ever be made as a result of this RFQ, shall be at the sole and absolute discretion of Homecomings.

Developer’s Reservation Rights: In submitting its qualifications, General Contractor understands that Developer will determine in its sole discretion which General Contractor, if any, will be selected for this project. General Contractor waives the right to claim damages or costs of any nature based on the selection process, any communications associated with the selection process, and the final selection of the successful Respondent. Without regard to the process set forth above, Developer reserves an unconditional right to terminate the selected General Contractor at any time, for any reason, during the pre-construction period. All General Contractor’s responses shall be good for a minimum of 60 days from the submittal date.