

REQUEST FOR QUALIFICATIONS

General Contractor Services for the construction of:

WILLETT RANCH

For

Homecomings, Inc.

(Associated Non-Profit of the Housing Authority of the
City of San Buenaventura)

Date Issued:

March 12, 2019

Submittal Deadline:

4:00 p.m. on April 12, 2019

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

Sandy Sanchez

ssanchez@hacityventura.org

Key Dates:

- Submit all questions regarding this RFQ *on or before:* **5:00 p.m. April 8, 2019**
- RFQ Responses Due: **4:00 p.m. April 12, 2019**
- General Contractor Interviews (as applicable) **Week of April 15**
- General Contractor Selection: **Week of April 22**

Table of Contents:

- I. Purpose
- II. Introduction and Background
- III. Project Details
 - A. Site and Project Description
 - B. Design Team
 - C. Schedule and Financing
 - D. Special Conditions/ Programmatic Requirements
- IV. RFQ Schedule
- V. RFQ Instructions
 - A. Required Information and Format
 - B. Evaluation Criteria
 - C. Contact Information
 - D. Submission Requirements
- VI. Selection Process
- VII. Exhibits*
 - A. Architecture and Landscape Plans
 - B. Site Map
 - C. DRC Approval
 - D. Homecomings, Inc. Professional Services Agreement
 - E. Schedule of Values Worksheet
 - F. General Condition and Fee Worksheet
- VIII. Terms and Conditions

***Items VII A-D are provided for the General Contractor's information only. Please note, you will be asked to execute the Professional Services Agreement upon selection. Items VII E and F are a mandatory component of the Response to this RFQ.**

I. PURPOSE

Homecomings, Inc. (“Homecomings”), an associated non-profit organization of the Housing Authority of the City of San Buenaventura (“HACSB”), is issuing this Request for Qualifications (RFQ) to secure a General Contractor for pre-construction and construction services related to the new construction of 50 senior residential apartments located on a vacant site in the Solana Heights residential community in the city of Ventura.

II. INTRODUCTION AND BACKGROUND

The subject property is part of the Solana Heights residential community, encompassing 27.6 acres of single-family homes and parks between North Ventura Avenue and School Canyon Road in Ventura, CA. The overall project has received approval of all discretionary entitlements from the City of Ventura: Planned Development Permit, Zone Change, and Inclusionary Housing Plan. The Willett Ranch site, which is comprised of two lots, is presently vacant and improved with rough graded pads and public utility stub-outs

The construction contract will be between the General Contractor and a yet-to-be-formed Limited Partnership (Owner). Homecomings will be the Sole Member of the yet-to-be-formed LLC that will be the Managing 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

The Willett Ranch project consists of 50 units of new construction senior apartments to be developed on two lots totaling 2.05 acres of the overall Solana Heights community. The site will be bordered by the residential Dakota Tract (across the barranca) on the northern boundary, the currently unused Avenue Elementary School across Ventura Avenue on the western boundary, Solana Heights development on the eastern boundary, and the residential West Hills estates tract to the south. The project site is a former lemon orchard that slopes up from west to east.

The project will consist of 50 units including forty-six (46) one-bedroom, and four (4) two-bedroom units, a community room, a common laundry room, and office space. The apartments will be accessed by double-loaded corridors. The site will be developed with one two-story building on each lot, on-grade parking, and landscaped open space. The project will be designed to GreenPoint Rated standards.

We recommend that the General Contractor make a site visit to become familiarized with the site. Site reviews during the RFQ period are available to give you a more complete understanding of the existing conditions. The site is accessible with no prior arrangements necessary.

B. DESIGN TEAM

The design team is comprised of the following partners:

- Developer – HACSB
- Managing General Partner – Homecomings, Inc.
- Architect – Harley Ellis Devereaux Corporation (“HED”)
- Civil Engineer – United Civil Inc.
- MEP Engineer – Harley Ellis Devereaux Corporation (“HED”)
- Structural Engineer – Miyamoto International
- Landscape Architect – Erin Caroll
- Acoustic Consultant – Veneklasen Associates
- Dry Utility Consultant – E4 Utility Design
- Geotechnical Consultant – LGC Valley, Inc.
- Sustainability Consultant – Partner Energy, Inc.

C. SCHEDULE AND FINANCING

The senior housing parcels will be graded, and offsite improvements will be delivered prior to transfer of the land to the Housing Authority of the City of San Buenaventura, by approximately July 2019. Construction is expected to commence by November 2019. Because the offsite and grading improvements will be delivered by the market rate developer, Lennar Corporation, construction duration will be approximately 12-16 months, and is expected to be completed by March 2021.

The project will be financed with 4% low-income housing tax credit equity (LIHTC), State of CA Housing and Community Development (HCD) the National Housing Trust Fund, City and County administered HOME funds, and Affordable Housing Program (AHP) funds. Due to the financing provided by the City and County, federal prevailing wages will apply. All competitive financing has been secured.

Below is a list of future project milestones:

1. April 2019 Permit Set approval
2. April 22, 2019 Execute Professional Services Agreement
3. May 2019 Confirm Construction Cost Based on Available Construction Documents
4. October 2019 Execute AIA Agreement between Owner and Contractor
5. November 16, 2019 Permit issuance
6. November 2019 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 input from the General Contractor for value engineering if necessary. The following is the anticipated Pre-Construction schedule:

1. 3/12/2019 RFQ Issued
2. 4/12/2019 RFQ Responses Due
3. Week of April 15 General Contractor Interviews (as applicable)
4. Week of April 22 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. Contractor's Qualification Statement
 - a. Provide a completed AIA Document A305
2. Firm Organization and Credentials
 - 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
3. Financial Profile
 - a. Provide a breakdown of firm's annual volume for the past three (3) years
 - b. Provide a financial statement indicating current assets and liabilities
 - c. Indicate bonding rate and bonding company
 - d. Indicate insurance limits and insurance company
 - e. List any pending, outstanding, or known financial claims or legal suits against firm
4. Proposed Project Team

- a. Provide an organizational chart for the proposed project team
 - b. Provide resumes for all members of proposed project team
5. Capability to Complete the Project
 - a. Indicate staffing capabilities and expected administration structure for this project
 - b. Provide a list of relevant experience and a brief profile on similar recent projects, including:
 - i. Project size
 - ii. Total construction cost (per net rentable and gross square feet)
 - iii. Number of change orders for each project and cost as a percent of the original construction budget
 - iv. Similarities to this project
 - v. Green Building Rating Systems, as applicable
 - vi. Prevailing wage / Davis Bacon wage compliance, as applicable
 - vii. MBE/WBE, Section 3 compliance (24 CFR Part 135), as applicable
 - viii. Each project referenced should also include owner contact name(s), current telephone number(s) and/or e-mail address(s) and photos
 - ix. Please do not use any HACSB staff as reference
 - c. Provide a list of currently booked/contracted work and backlog, including details on the size and cost of each project
 - d. Other: Identify whether your firm self-performs any trade work
6. Contract Structure
 - a. Describe experience with AIA GMAX
7. Project Records and Cost Accounting
 - a. 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.
8. Fee & General Conditions
 - 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.**
9. Preconstruction Effort
 - 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

10. Safety and Legal Factors

- 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 (Items 1-3 of Section V, A above)	20 Points
2. Proposed Project Team (Item 4 of Section V, A)	10 Points
3. Experience and Past Performance (Item 5 of Section V, A)	30 Points
4. Contract Administration and Project Controls (Item 6-7 of Section V, A)	10 Points
5. Cost Effectiveness (Item 8 of Section V, A)	10 Points
6. Experience in Pre-Construction and Construction Management Services (Item 9 of Section V, A)	10 Points
7. Safety and Legal Record (Item 10 of Section V, A)	<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: ssanchez@hacityventura.org.

D. SUBMISSION OF QUALIFICATIONS STATEMENT

The deadline for submitting a response to this RFQ is Friday, April 12, 2019 no later than 4:00 p.m. PST.

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

Sandy Sanchez
Project Manager
Housing Authority of the City of San Buenaventura
995 Riverside Street
Ventura, CA 93001
ssanchez@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 the week of April 15, and a final selection to be made the week of April 22.

VII. EXHIBITS

Exhibits can be found at the following link:

https://www.dropbox.com/sh/rxafv4lv2a13ju9/AACHs92PKE0SCygQ5wbQTm_a?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.