



Better Housing COALITION

REQUEST FOR QUALIFICATIONS

For

General Contractor for Carter Woods III and IV

Better Housing Coalition (BHC) will receive Qualifications for the following services no later than **2pm Eastern time, on February 15, 2024**, By Email to: m.wells@betterhousingcoalition.org you can find the necessary documents on drobox:

<https://www.dropbox.com/scl/fo/5wn7gjlw8gw3iprxwnaydf/h?rlkey=yn070cc7q4nb3r5qvw18dekjh&dl=0>

*Any package not received by the deadline in the preceding sentence will not be considered unless deemed by BHC in its sole discretion to be in its best interests

PURPOSE:

The purpose of this RFQ is to secure the services of a General Contractor to be part of the development team formed to construct two Low Income Housing Tax Credit (LIHTC) developments, Carter Woods III and Carter Woods IV located at Dabs House Rd, Richmond Va. 23223. This RFQ is provided to a pre-selected number of contractors. **Please Do Not Forward.**

PROGRAM AND SITE:

Carter Woods III and IV projects includes:

1. New construction of 106 total units, 2 buildings, 3 story multifamily rental.
2. New construction of a community building
3. Approximately 218 residential parking spaces

PROCESS:

The selected firm will work with Carter Woods III LLC (Phase 1 Owner), Carter Woods IV LLC (Phase 2 Owner), Better Housing Coalition (the Sponsor and Developer), Moseley Architects (the project architect), and Timmons Group (the civil engineer), to evaluate the preliminary design for constructability, participate in green building strategy meetings, develop construction costs, and provide budgets for funding applications.

betterhousingcoalition.org

P.O. Box 12117 · 23 W. Broad Street, Suite 100 · Richmond, VA 23241 · 804.644.0546

TIMELINE: The respondent should consider the following timeline when responding:

| | |
|--|-----------------------|
| RFQ Process | 1/18/2024 - 2/15/2024 |
| Intent to bid Due | 1/31/2024 |
| RFQ Due | 2/15/2024 |
| Selection of GC/Construction manager | 2/22/2024 |
| Pre- Construction Meeting | TBD |
| Construction Financing closing/Start of Construction | 10/1/2024 |
| Construction Duration | 15 Months |

*This timeline is an estimate based on current assumptions and is subject to change.

RFQ RESPONSE:

The written response should be broken into two sections: Qualifications and Cost of Services.

1. Qualifications: A qualified firm will have:

- a. Experience with projects involving new construction of affordable multi story housing. Please provide examples of your last three relevant recent projects including the names of the owner/developer, architect and engineer firms.
- b) Experience working on a site with wetlands. Provide examples of at least one project of this type. Include contact information for each project owner and architect.
- c) Describe your firm’s experience with innovative green building approaches. Provide examples of at least one project of this type. Include contact information for each project owner and architect.
- d) Sufficient capacity to accomplish the work within the proposed schedule. Provide a description of the firm’s capacity to complete the project, including who will be the team leader and point of contact. Attach resumes for the key personnel that will be working on the project.
- e) Direct experience with projects financed with Virginia Housing funding and/or Low-Income Housing Tax Credits (LIHTC), general familiarity with the Virginia Housing Minimum Design and Construction Design guidelines, and successful experience achieving MWBE and Section 3 goals.

Better Housing Coalition reserves the right to eliminate any respondent if they fail to provide any required content found in the RFQ.

2. Cost of Services

Predevelopment:

The respondent should include a not to exceed cost of services for the Predevelopment phase. If no cost will be charged during this phase, indicate whether a Predevelopment Contract will be required. If so, please provide the form of agreement that your firm has used on previous projects. Both **Carter Woods developments are two separate LIHTC developments and a community center and will require three separate fee sheets. The required line items should be overhead Costs, Profit and General Conditions.**

Construction:

Assume a project with a hypothetical total construction of \$29,102,384 and a construction duration of 15 months. Include within that total construction cost and duration, assume three separate contracts for two 3 story, 53-unit multifamily buildings and a separate cost of the community center building. Based on those hypotheticals, please provide estimated overhead profit and general conditions amounts for the three structures as separate contracts. General Contractors should also include bond premium pricing for the 9% LIHTC development and a Letter of Credit at 7.5% for the 4% LIHTC development. Include detailed description of your underlying assumptions and how you arrived at these amounts. Please **DO NOT** include pricing assumptions on the for sale townhomes site as that development will be built and financed at a later date.

3. Staffing

The respondent will provide an organizational chart specific to this project. If existing staff are known their names should be provided, with titles and years of experience in the position. It is highly recommended that staff be identified by name in this response.

4. Insurance

The General Contractor and Subcontractors must maintain the insurance requirements for the duration of this contract as set forth in the General Conditions and below:

1. Commercial General Liability
 - a. Form: 1986 Occurrence
 - b. Minimum Limit: \$2,000,000 Aggregate Limit
 - \$1,000,000 Products/completed operations aggregate
 - \$1,000,000 Personal & advertising injury
 - \$1,000,000 Each Occurrence
 - \$ 50,000 Fire Damage
 - \$ 5,000 Medical Expenses
- No deductible or Retention
OCP - Owners and Contractors Protective
XCU – explosive, collapse, and underground

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2. Worker's Compensation
 - a. Limits:
 1. Worker's Compensation – Statutory
 2. Employer's Liability
 - a. \$1,000,000 Each Associate
 - b. \$500,000 Disease – Policy
 - c. \$100,000 Disease – Each Employee
3. Automobile / Hired and Non-Owned Liability
 - a. Limit: \$1,000,000 per accident Combined Single Limit (CSL).

ATTACHMENTS:

In the Dropbox link please find the following:

- Architectural Plans for Phases 1 and 2
- Plan Spec Book for Phases 1 and 2
- Site Plan for Phases 1 and 2

Any questions please contact Mario Wells, Director, Rental Real Estate Development at (804) 641-7799 or m.wells@betterhousingcoalition.org

CONTRACTOR QUALIFICATIONS & REFERENCES

| | | | | | |
|--|------------|------------|-------------|---------------------|-------------|
| <u>Company Name:</u> | | | | | |
| <u>Mailing Address:</u> | | | | | |
| <u>Phone Number:</u> | Office | | | | Mobile |
| | | | | | |
| <u>Type of Organization</u> | Individual | | Partnership | | Corporation |
| Individuals authorized to execute documents for the organization | | | | | |
| <u>Name & Title:</u> | | | | | |
| <u>Residential Address:</u> | | | | | |
| <u>Home Phone:</u> | | | | | |
| | | | | | |
| <u>VA State Class A Contractor License Number:</u> | | | | | |
| Date Applicant began General Contracting in Virginia | | | | | |
| Employees: | Full-time: | Part-time: | | | |
| | | | | | |
| <u>Active or Recent Projects:</u> | | | | | |
| Address: | | | | Contract Amount: \$ | |
| Owner: | | | | Phone Number: | |
| | | | | | |
| Address: | | | | Contract Amount: \$ | |
| Owner: | | | | Phone Number: | |
| | | | | | |
| Address: | | | | Contract Amount: \$ | |
| Owner: | | | | Phone Number: | |
| | | | | | |
| <u>Insurance:</u> | | | | | |
| Insurance Carrier: | | | | Phone Number: | |
| Address: | | | | | |
| | | | | | |
| <u>Suppliers (list at least two)</u> | | | | | |
| Supplier Company: | | | | Phone Number: | |

| | | |
|-------------------|--|---------------|
| Supplier Company: | | Phone Number: |
| Supplier Company: | | Phone Number: |

Notice of Intent to Bid
Due: January 31, 2024

Instructions: All intending bidders must submit a Notice of Intent to Bid form for its RFQ Bid Response(s) to be accepted. The email address provided by the bidder will be used for communication from BHC to the prospective bidders during the RFP Process.

The undersigned company, by its authorized representative, hereby gives notice to BHC, of its intent to bid on Carter Woods III and IV. I understand that this information is used to communicate about the RFQ.

Company: _____

Primary Contact: _____

Mailing Address: _____

Phone Number 1: _____

Phone Number 2: _____

Email: _____

This RFQ should be held in the strictest confidence, please do not share this information or any details associated with this project with individuals, firms or business associates outside of the respondent's office.