



Neighborhood Housing Services San Antonio

851 Steves Ave., San Antonio, Texas 78210 / 210.533.6673 / Fax 210.533.0923

Request for Sub Contractor Services

New Home Construction

Date of Publication: May 8, 2023

Bids Due By: June 8, 2023, 5:00pm Central Time

Neighborhood Housing Services of San Antonio, Inc., (NHSSA) is seeking licensed, qualified Sub Contractors to complete the construction of up to three new single-family homes. This document and the attachments listed below comprise the entire bid package. For questions, please contact Gene Bargas at gbargas@nhs-satx.org or (210) 274-2966 or text.

An **optional pre-bid conference** will be held at **12:00pm on Tuesday, May 23, 2023**, at NHSSA's office located at 851 Steves Ave, San Antonio, TX 78210.

PROJECT DETAILS

Property addresses:

1. 2303 Schley Avenue, San Antonio, TX 78210
2. 234 Yucca Street, San Antonio, TX 78203
3. 6338 Channel View, San Antonio, TX 78222

Building plans and specifications: Attached. NHSSA is open to recommendations and modifications to the plans and scopes presented, including suggestions to reduce overall cost, address items that are not included, and increase the handicap accessibility and/or energy efficiency of the home. These recommendations should be included in the bid submission and clearly marked.

Estimated construction start date: June 30, 2023

BID INSTRUCTIONS

Bidders may submit bids for one, two, or all three homes. Please ensure that bids include the following components:

1. **Cover page.** Please use the template attached.
2. **Scope and bid document.** Please use the template attached and submit one scope and bid document for each home.
3. **Timeline.** Assuming construction will begin on or after June 30, 2023, please provide a timeline for when the homes will be completed. Bidders can use any format they chose to provide the timeline.

DUE DATE: Bids must be submitted via email to gbargas@nhs-satx.org. Bids must be submitted no later than **June 8, 2023, at 5:00pm Central Time**. Any bid received after this deadline may not be considered.

CONTRACTOR SELECTION

Bids will be scored based on the following criteria:

- *Reasonableness of pricing:* including suggestions for cost-savings, if applicable.
- *Completeness of bid:* level of detail provided in the bid documents; failure to address certain elements of the scope without explanation will result in a lower score.
- *Timeliness of delivery:* ability to start and complete work in a timely manner.
- Additional points will be provided for bidders that have any of the following certifications:
 - Section 3 Business Concerns
 - Small and Minority-owned Business Enterprises
 - Women-owned Business Enterprises

NHSSA may request additional information (including references for similar work and plans for hiring/contracting with Section 3 workers/businesses) and/or schedule interviews with one or more contractors as needed before making a final decision. Bidders will be expected to respond to NHSSA's requests in a timely manner.

NHSSA may select one or more sub contractors to build these homes.

NHSSA reserves the right to reject any bid which, in its sole discretion, is not financially feasible. Past performance, experience, and ability to meet deadlines will all be taken into consideration.

ADDITIONAL REQUIREMENTS

This project is supported with funding from the U.S. Department of Housing and Urban Development (HUD), via the City of San Antonio. As such, certain City and Federal regulations must be followed by NHSSA and all our contractors and subcontractors. Contractors that do not meet these requirements will not be considered, including those in a "period of debarment, suspension, or placement of ineligibility status".

Sample Contract: Attached is a sample contract. To perform work on this project, contractors will be required to sign a contract containing the same clauses.

Insurance: The following insurance coverages are required by the City of San Antonio. Selected contractors will have to provide proof of insurance before construction can begin.

1. Certificate of Liability (\$1,000,000)
2. Commercial General Liability (\$1,000,000 per occurrence; \$2,000,000 aggregate)
3. W-9
4. Builders License

Section 3: Selected contractors will be required to comply with HUD's Section 3 requirements, including submitting a monthly report. Attached is the reporting form that contractors will be required to complete each month.

ATTACHMENTS

Please find the following documents attached to this document:

1. Cover Page
2. Building Plans (3 sets)
3. Scope and Bid Form (3 versions)
4. Sample Contract
5. Section 3 Monthly Report Form

NHSSA Contact Information for Project:

Gene Bargas

gbargas@nhs-satx.org

(210) 274-2966