



Neighborhood Housing Services San Antonio

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Request for General Contractor Services 1107 Guadalupe St. Historic Landmark Rehabilitation

Date of Publication: June 7, 2022

UPDATED Bids Due By: Friday, July 1, 2022, 5:00pm Central Time

Neighborhood Housing Services of San Antonio, Inc., (NHSSA) and the Esperanza Peace and Justice Center (EPJC) are seeking licensed, qualified General Contractors to complete the rehabilitation of an historic landmark located at 1107 Guadalupe St, San Antonio, TX 78207. This document and the attachments listed below comprise the entire bid package. For questions or to visit the project site, please contact Paul DeManche at pdemanche@nhs-satx.org or (617) 710-2893.

Si prefiere recibir esta información en español o tiene alguna inquietud, llame al (617) 710-2893 o envíe un correo electrónico a pdemanche@nhs-satx.org

Statement of Work:

The design, engineering, and rehabilitation of existing shotgun houses located within the boundaries of City Council District 5. The primary objective of this project is to rehabilitate, renew, and restore shotgun houses constructed between 1870 and 1940. This will include stabilization of the structure, repair of the foundation, roof, siding, windows, and doors. This will allow for improvements for electrical, plumbing, and mechanical as needed. The interior will be repaired and finished out, made ready to be used as a rental unit to be offered at an affordable rate.



Stabilization and repair work should be completed following the Secretary of Interior Standards for Rehabilitation and sustainable practices whenever possible. Additionally, the overall project should be consistent with the City of San Antonio Historic Design Guidelines. These guidelines

and methods will ensure the retention of the common characteristics of environmental, economic, and cultural sustainability of this housing type.

Qualifications Sought:

Contractors should have knowledge of pre-1940 construction materials and methods; demonstrated ability to meet the Secretary of Interior's Standards for the Treatment of Historic Properties; experience with repair and rehabilitation of pre-1940 single family housing stock; and experience with the permit, design review, and inspection process in San Antonio.

Project Details:

Property address: 1107 Guadalupe St, San Antonio, TX 78207. The structure is single-family. The site is zoned Historic and listed on the City of San Antonio's Shotgun House Inventory.

Building plans and specifications: Attached. NHSSA and EPJC are open to recommendations and modifications to the scope presented, including suggestions to salvage and reuse original materials, increase energy efficiency, increase handicap accessibility, and/or reduce overall costs. These recommendations should be included in the bid submission and clearly marked.

Bid Instructions:

Please ensure that bids include the following components:

1. **Cover Page** (template attached)

2. **Attachments**, including the following:
 - Description of prior experience with similar projects. The description should demonstrate relevant experience and quality of work using a list of projects with scope and addresses; photos of work completed; a resume or portfolio. The projects should demonstrate your ability to meet the Secretary of Interior's Standards for the Treatment of Historic Properties; knowledge of the construction methods and materials commonly found in existing housing stock built before 1940; familiarity with local history and construction methods; and experience with local environmental and historic-preservation regulations, and local design review and permit processes.
 - Timeline for completing the work—please include information on when you can begin work and how long it will take to complete the job.
 - At least two (2) references for similar work recently completed on pre-1940 housing stock—please provide the name and contact information (email and/or phone) for each reference, and the work completed for them.

- Any relevant *certifications and licenses*, including status as a Small and Minority-owned Business Enterprise, and/or Women-owned Business Enterprise. Please attach documentation providing evidence of any certification or license.

3. **Scope and Bid Form**, template attached, to include the following information:

- A *detailed description of the work* to be performed—please address each item in the attached scope and bid form, as well as any additional items that you believe are necessary. The scope of work must be in accordance with the Secretary of the Interior Standards for Rehabilitation and local design guidelines.
- All *costs* necessary to complete the work, including all required permits and inspections.

DUE DATE: Bids must be submitted via email to pdemanche@nhs-satx.org. Bids must be submitted no later than **Friday, July 1, 2022, 5:00pm Central Time (*UPDATED*)**. Any bid received after this deadline will not be considered.

Contractor Selection

Bids will be scored, and a contractor selected based on the following criteria:

- Reasonableness of pricing, including suggestions for increasing cost-savings, if applicable.
- Timeliness of delivery: ability to start and complete work in a timely manner.
- Track record: relevant experience with similar projects.
- 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.
- Additional points will be provided for
 - Small and Minority-owned Business Enterprises
 - Women-owned Business Enterprises

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

Additional Requirements

To be eligible for hire, contractors will be required to provide the following (if not already provided):

1. Copy of current Contractor's License
2. Copy of current Business License
3. Copy of insurance certificate(s) showing all required insurance policies

4. Completed Form W9
5. Optional: Completed direct deposit authorization form

This project is supported with funding from the City of San Antonio. As such, certain City regulations must be followed by NHSSA, EPJC, and our contractors and subcontractors. Contractors that do not meet these requirements will not be considered. Attached is a sample contract. To perform work on this project, contractors will be required to sign a contract containing the same clauses. Please make note of the required insurance.

Attachments

Please find the following documents attached to this document:

1. Bid Cover Page
2. Scope and Bid Form
3. Standing Seam Metal Roof Inspection Form
4. Building Plans
5. Sample Contract

Contact Information for Project:

Paul DeManche

pdemanche@nhs-satx.org

(617) 710-2893