

WHITAKER HOMES, LP

REQUEST FOR PROPOSALS

FOR

**MATERIALS TESTING
SERVICES**

Issued: May 14, 2018

Proposals Due: May 31, 2018

Issued by:

**Housing Commission of Anne Arundel County (HCAAC)
7477 Baltimore Annapolis #301
Glen Burnie, MD 21061
410-222-6200 x1200
Attention: Michael C. Hale, Director of Modernization**

I. ADVERTISEMENT

By this Request for Proposals, Whitaker Homes, LP (“Owner”) requests written proposals from construction materials testing firms (“Firm”) for the provision of concrete, soil and miscellaneous construction materials and quality control testing and inspection services for the construction of the Freetown Village development.

The Owner is rehabilitating and financing Freetown Village which consist of seventeen (17) rehabilitated buildings, one (1) non-residential community, three (3) new buildings totaling one hundred and eight-nine (189) residential units and one (1) non-residential unit. The development is located at 7820 Darrell Henry Court in Pasadena, Maryland. Construction is scheduled to begin June 2018 and continue for a period of approximately fourteen (14) months. Estimated cost of construction is \$17,005,893.

This solicitation is in accordance with a Request for Proposals (“RFP”) that has been issued by the Owner. Proposals are to be received no later than by 2:00 p.m. on Thursday, May 31, 2018.

Before submitting its proposal, the respondent shall examine the entire RFP. The submission of a proposal will be construed as evidence that such an examination has been made. Requests for the full Request for Proposals should be addressed to:

Michael C. Hale
Housing Commission of Anne Arundel County
7477 Baltimore Annapolis #301
Glen Burnie, MD 21061
410-222-6200 x1200

All procurement decisions shall be at the sole discretion of the Owner. The Owner reserves the right to waive any minor irregularities in any response when this action appears to be in its best interest. The Owner is an Affirmative Action Equal Opportunity Employer.

Whitaker Homes LP

Freetown Village REQUEST FOR PROPOSALS MATERIALS TESTING SERVICES

May 14, 2018

I. BACKGROUND

Whitaker Homes LP (“Owner”) requests written proposals from construction materials testing firms for the purpose of providing concrete, soil and miscellaneous construction materials and quality control testing and inspection services for the construction of the Freetown Village development.

The Owner is rehabilitating and financing Freetown Village which consist of seventeen (17) rehabilitated buildings, one (1) non-residential community, three (3) new buildings totaling one hundred and eight-nine (189) residential units and one (1) non-residential unit. The development is located at 7820 Darrell Henry Court in Pasadena, Maryland. Construction is scheduled to begin June 2018 and continue for a period of approximately fourteen (14) months. Estimated cost of construction is \$17,005,893.

II. TIME SCHEDULE

The following is a timetable which should result in the selection of a firm by June 11, 2018:

- Issue Request for Proposals May 14, 2018
- Deadline for Submittal of Proposals May 31, 2018
- Notify Chosen Firm June 11, 2018

III. INSTRUCTIONS TO PROPOSERS

A. All proposals should be sent by Mail or Hand Delivery to:

Michael C. Hale
Housing Commission of Anne Arundel County
7477 Baltimore Annapolis #301
Glen Burnie, MD 21061
410-222-6200 x1200

Questions about this RFP should be directed to Michael C. Hale at 410-222-6200 x1200.

- B. All proposals must be plainly labeled “Proposal for Materials Testing for Freetown Village”
- C. All proposals must be received by 2:00 p.m. on Thursday May 31, 2018.
- D. Three (3) copies of the RFP must be presented. No telephone proposals will be accepted.
- E. Proposals should be prepared simply and economically, providing a clear and concise description of the respondent’s capabilities as well as a detailed fee schedule of proposed services to be rendered. Special bindings, colored displays, promotional materials, etc. are not desired. Emphasis should be on completeness and clarity of content.
- F. All proposals must include the following:
- Specific company and individual **experience** relative to proposed project
 - **Certifications** of individuals that are planned to be working on the Project and their areas of expertise or responsibility
 - Minimum **qualifications** of those individuals who will serve as Inspection Agents to the Project must include the following:
 1. Professional Engineer (PE)
 2. American Concrete Institute Certified Concrete Field Testing Technician (ACI)
 3. American Welding Society Certified Welding Inspector (AWS)
 4. American Society of Non-Destructive Testing – Level II or III (ASNT)
 - **Statement of insurances** currently held such as general, auto, and errors and omission
 - **Sample of reports** that we would typically receive
 - Proposed **unit cost schedule** for each type of inspector, test, mileage and equipment charge in accordance with Section V., below.
 - **References**

IV. TERMS AND CONDITIONS

1. This is a qualifications-based request. The Owner reserves the right to waive any minor irregularities in any response when this action appears to be in its best interest, cancel the RFP, reject any or all responses or negotiate with and/or award this solicitation to any one or more firms. The Owner also reserves the right to reject the response of any firm that has previously failed to perform satisfactorily, or has failed to complete on time, a contract or contracts of a similar nature.

2. The Owner reserves the right to negotiate with any respondent. The Owner also reserves the right to negotiate with the firm to amend and extend the contract issued under this solicitation.
3. All procurement decisions shall be at the sole discretion of the Whitaker Homes LP.
4. This procurement procedure and contract award are subject to regulations of the U. S. Department of Housing and Urban Development and any applicable federal and State laws and regulations.
5. The Firm and the Owner will enter into a mutually acceptable form of agreement.

V. SCOPE OF WORK AND PROPOSED FEE SCHEDULE

Specific tests and inspections include but are not limited to the following: soil sampling, soil density compaction, rebar inspection, concrete slump test, concrete strength and placement test, structural steel welding inspection and non-destructive testing and bolting, masonry grout testing and observation, testing of wood construction materials (including framing and details, connections, material grading), testing of precast concrete planks, and testing of adhesive anchoring system. For your reference and use, included as attachments are the development site plan and grading plan.

Provide detailed information on the firm's proposed fee schedule for the proposed tasks noted below, inclusive of any other applicable governmental charges. The proposed fee schedule should be organized by specific task classification in accordance with the following table:

VI. CREDENTIALS

Qualifications of Inspectors and Testing Technicians

The qualifications of all personnel performing Special Inspection and testing activities are subject to the approval of the Building Official. The credentials of all Inspectors and testing technicians shall be provided if requested.

Key for Minimum Qualifications of Inspection Agents:

When the Registered Design Professional in Responsible Charge deems it appropriate that the individual performing a stipulated test or inspection have a specific certification or license as indicated below, such designation shall appear below the *Agency Number* on the Schedule.

PE/SE	Structural Engineer – a licensed SE or PE specializing in the design of building structures
PE/GE	Geotechnical Engineer – a licensed PE specializing in soil mechanics and foundations
EIT	Engineer-In-Training – a graduate engineer who has passed the Fundamentals of Engineering examination

American Concrete Institute (ACI) Certification

ACI-CFTT	Concrete Field Testing Technician – Grade 1
ACI-CCI	Concrete Construction Inspector
ACI-LTT	Laboratory Testing Technician – Grade 1&2
ACI-STT	Strength Testing Technician

American Welding Society (AWS) Certification

AWS-CWI	Certified Welding Inspector
AWS/AISC-SSI	Certified Structural Steel Inspector

American Society of Non-Destructive Testing (ASNT) Certification

ASNT	Non-Destructive Testing Technician – Level II or III.
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International Code Council (ICC) Certification

ICC-SMSI	Structural Masonry Special Inspector
ICC-SWSI	Structural Steel and Welding Special Inspector
ICC-SFSI	Spray-Applied Fireproofing Special Inspector
ICC-PCSI	Pre-stressed Concrete Special Inspector
ICC-RCSI	Reinforced Concrete Special Inspector

National Institute for Certification in Engineering Technologies (NICET)

NICET-CT	Concrete Technician – Levels I, II, III & IV
NICET-ST	Soils Technician - Levels I, II, III & IV
NICET-GET	Geotechnical Engineering Technician - Levels I, II, III & IV

Exterior Design Institute (EDI) Certification

EDI-EIFS	EIFS Third Party Inspector
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VII. EVALUATION CRITERIA

Responses will be evaluated to determine the extent to which the respondent's capabilities and approach meet the needs of the Owner. The following point values will be used for evaluation purposes with the points shown being the maximum number that can be awarded for each criterion:

	<u>CRITERIA</u>	<u>MAXIMUM POINTS</u>
1.	Professional experience of the firm in relation to the work to be performed.	25
2.	Demonstrated competence and specialized experience of firm for work that is similar to this engagement	25
3.	Nature and quality of completed work that is similar to this engagement	15
4.	Current capacity to undertake this project and history of timeliness in meeting deadlines	10
5.	Fee proposal	<u>25</u>
	Total Maximum Points	100

Each response will be ranked using the above criteria based upon the information presented in the statements, the references provided by the respondent, the Owner's knowledge from prior engagements, if applicable, independent background checks and other factual information available to the Owner. Respondents are advised to provide sufficient information and references to demonstrate their approach, experience and capabilities.

**Whitaker Homes LP
is an Equal Opportunity Employer**