

REQUEST FOR QUALIFICATIONS

ARCHITECTURAL/ENGINEERING SERVICES

I. PURPOSE

The Greensboro Housing Authority (GHA) invites qualifications for the Architectural/Engineering Services for **RAD Renovations at Hall Towers**. Architectural/Engineering Services (AE) will include Design Professional Basic Services under HUD form no. 51915 under sections A.1.1, A.1.2.1, A.1.2.2, A.1.2.3, A.1.2.4, A.1.2.5, A.1.2.6, and etc. Architectural/Engineering Services will require a construction management services (Clerk of the Works) to be included that are in addition to the architectural services. Architectural plans are attached for review. Modernization is to consist of interior and exterior renovations and site improvements.

II. PROJECT DESCRIPTION

1. High rise nine story building.
2. Property was built in 1970.
3. There are 156 units in the building.
4. The structures are slab concrete with masonry exterior walls, drywall partitions.
5. Floors – carpet, VCT, and ceramic in bathrooms.
6. Party walls are masonry construction that has a painted finish. All interior partitions are studs and drywall construction.
7. See attached drawings of Hall towers.

III. SCOPE OF WORK

The Greensboro Housing Authority will perform the renovations in one (1) phase consisting of the following work:

Hall Towers

1. Provide technical assistance and review of the review of the preliminary cost estimate of all the work noted below.
2. Provide Construction Management services as it relates to weekly site visits, weekly reports on work status, cost estimating, and quality of work inspections.

3. Show drawing of newly enlarged community room. Address new ceiling (Include lighting), wall painting, and flooring. (See the reception area #131 and the examination area #133 on the existing drawings).
4. Install new HUD severe uses cabinets and countertop in community meeting room.
5. Designate 80 L. Ft. of three inch to four inch deteriorating cast iron piping to be removed and replace with new on drawings.
6. Relocate dryer vents from the existing interior wall to their new location at the exterior wall on floors 2 through 8 (See drawings for exterior wall thickness).
7. Replacement of existing ceiling tile with new ceiling tile (basement hallways and community room spaces) and new lights in all existing common areas (basement hallways, community room spaces, office area). LED lighting set up as an alternate number one.
8. Note areas of the exterior façade that will require mortar joint repair approximately 400 linear feet.
9. Provide directions for cable cleaning all vertical and horizontal waste lines starting from the bottom of the building working up to the top roof.
10. Detail installation of handicap handrails on one side of the hallway approximately 1800 linear feet through the building.
11. AE services will include and analysis of handicap requirement for the site, building, and units. The handicap specifications for this must be based on ADA, state, and local requirements. Architect shall specify handicap upgrade work to be reasonably completed by the general contractor up to twenty percent of the estimated construction cost. Detail specifications shall start from the outside into the building.
12. Detail the replacement of existing with all new kitchen cabinets and counter tops in resident units. HUD severe use cabinets and countertops should be utilized in specifications.
13. Detail replacement of existing water heater for the common areas with new water heater of similar specifications that is located on the basement level in the maintenance/storage area.
14. Spec all new window screens.
15. Install new GFCI receptacles at all location requiring them both in the units and in the common areas
16. Paint all common areas from the lower level floor up to the top floor with two coats.
17. Install 156 smoke detectors in all bedrooms to match existing. (MAY REMOVE – THIS WORK WILL BE PERFORMED BY SIMPLEX-GRINNELL
18. Replacement of fixture valves at tubs in all units. Provide a access cover plate to cover entry to replace valve after installation is complete.
19. Specify the installation on a new split system HVAC unit for the craft room on the lower level.
20. Drawings and specifications will be required for work.

IV. INSTRUCTIONS FOR SUBMITTING QUALIFICATIONS

- A. Proposals must be received **no later than 2:00 p.m. on Wednesday, June 17, 2015:**

Mr. Tony Humphrey, Manager of Capital Improvements

Greensboro Housing Authority
450 North Church Street
Greensboro, North Carolina 27401
(336) 303-3324

Please contact Mr. Humphrey if there are any questions.

- B. Proposal envelopes should be labeled on the lower left front as “A/E Services: Architectural/Engineering Services for Handicap Modifications to both Interior and Exterior Locations.
- C. All proposals shall have one original and four copies.
- D. All proposals submitted shall be valid for a minimum of 60 days following the date established for receipt of proposals.
- E. The contents of the proposal submitted by the successful proposer may become part of any contract awarded as a result of these specifications.
- F. The consultant shall describe, in detail, the approach he/she will use to conduct the project, including a list of tasks and milestones.
- G. The proposal shall include a list of key staff to be assigned to this contract.

V. EVALUATION CRITERIA AND SELECTION FACTORS

- A. Information on the firm, describing capability and experience to work on this project (include firm’s brochure, if available).
- B. Total permanent staffing: number and title of positions to be assigned to this project full and part-time and their qualifications.
- C. Comparable private multi-family renovations or PHA/ HUD projects over the past three years with photographs, if available (“before and after” in the case of renovations), and contact persons familiar with each project. Indicate with each project, if it was completed within budget and on schedule.
- D. Comparable low-rent housing or government- assisted housing renovations or new construction with photographs, as above, and contact persons familiar with each

project. Indicate for each project, if it was completed within budget and on schedule.

- E. Estimated time schedule to produce working documents that meets HUD requirements for construction contract obligations. Work will need to start upon signing of contract to completion.
- F. Evidence of the architect/engineer's and the firm's ability to perform the work as indicated in a specific timeframe by profiles of the firm's staff, technical competence and experience in their profession. (Maximum points 15)
- G. Evidence that the architect has experience and technical competence working with public housing authorities and HUD funded construction projects. (Maximum points 20)
- H. Capability to provide and complete professional services in a timely manner. (Maximum points 15)
- I. Past performance in terms of cost control, quality of work, and compliance with performance schedules. (Maximum points 15)
- J. Evidence that the architect has experience in HUD related new development or modernization work. (Maximum points 15)
- K. Knowledge of federal, state and local building codes. (Maximum points 10)
- L. Evidence that Architect can provide construction management services (Clerk of the Works) that are in addition to architectural services. (Maximum points 10)
- M. Evidence that, where design work is involved, the architect/engineer is currently registered in the state where the project is located. (Pass/Fail)
- N. Certified statement that the architect/engineer or firm is not debarred, suspended or otherwise prohibited from professional practice by any federal, state, or local agencies. (Pass/Fail)
- O. Evidence that the architect carries Error and Omissions Insurance. (Pass/Fail)
- P. Evidence that the architect is licenses in the State of North Carolina. (Pass/Fail)

VI. DEFAULT BY PROPOSER

In the event of default by the successful proposer, GHA may procure the services specified from other sources and the proposer agrees to reimburse GHA for any additional cost incurred as a result of such default.

VII. AWARD

GHA reserves the right to award a contract for all or any part of the work specified, to negotiate with the selected proposer, to waive any informality in the proposals, and to accept the proposal that is in the best interest of GHA.

GHA reserves the right to reject any and all proposals or to negotiate separately in any manner necessary to serve the best interest of GHA.

GHA has on file a limited number of architectural plans available for your review.

A total site and building survey will be required by the successful architectural firm prior to developing plans and specifications.

Enclosed is a site plan showing buildings and building numbers. The proposal shall be a fixed price for the complete design services, construction design, specifications, bid package, construction and final inspections.

In addition, we are enclosing a copy of the HUD Form 51915 "Model Form of Agreement Between Owner and Design Professional" dated September, 1998 for your review.

Please submit the requested information to GHA no later than **no later than 2:00 p.m. on Wednesday, June 17, 2015** to the attention of Mr. Tony Humphrey, Manager of Capital Improvements.

Any questions should be email in writing to the following:

nsmith@gha-nc.org

jstaton@gha-nc.org

thumphrey@gha-nc.org

For more information and detailed drawings click [here](#).