



REQUEST FOR QUALIFICATIONS 2016 COMMUNITY HOME INVESTMENT PROGRAM (CHIP) GRANT

CONSTRUCTION OF SINGLE FAMILY HOMES

NOTICE IS HEREBY GIVEN that the City of Thomasville, a recipient of the GA Department of Community Affairs 2016 CHIP grant program, will receive **Statement of Qualifications** from developers or residential home builders interested in participating in the construction of five (5) new homes to be completed before June, 2018 and sold to qualified home buyers.

The City will select one or more developers or builders with proven experience, financial resources, capacity, and professional expertise to successfully construct up to three houses at one time.

Construction financing will be provided through the CHIP program; all homes will be built on property currently owned by the Thomasville-Thomas County Land Bank Authority. Funds for new construction shall be provided to the developer/builder as a construction loan at 0% interest, due upon sale to a home buyer eligible under the HOME Program. The developer/builder will receive a subsidy of 15% (up to \$20,000) of the contracted cost of construction upon sale of the property.

The estimated sales prices for the homes will range from \$90,000 to \$125,000. All homes will be sold to qualified low-moderate income buyers and a homebuyer subsidy of up to \$14,999 will be granted to the homebuyer as a deferred payment (forgiven) loan. (See CHIP Program Brochure online.) To the extent possible, the City will seek to pre-sell homes, offering potential buyers a choice of available building lots and the ability to select from plans pre-approved by the CHIP Grant Administrator.

The developer or builder will furnish all labor, materials, equipment, and incidentals at locations identified by the City of Thomasville Planning Department and the CHIP Administrator. Contractors should display a working knowledge of building traditional single family homes in an urban in-fill environment. Architectural standards and general specifications are as outlined in the CHIP Program Manual (available on request); construction must meet all applicable building codes and zoning regulations.

The developer or builder must comply with federal, state and local laws, statutes and ordinances relative to the execution of the work. This requirement includes but is not limited to: protection of public and employee safety and health; environmental protection; the protection of natural resources; permits; fees; taxes; and similar subjects. Contractors must be in compliance with the following: Fair Housing, Nondiscrimination and Affirmative Action; Section 3; Davis-Bacon; E-verify; Equal Opportunity Employment; labor laws; and other requirements to be specified in the contract with the City of Thomasville.

The City of Thomasville reserves the right to reject any and all submittals and to waive irregularities in the submittal and evaluation process. This RFQ does not obligate the City of Thomasville to pay any costs incurred by respondents in the preparation and submission of the Statement of Qualifications. Furthermore, the RFQ does not obligate the City of Thomasville to accept or contract for any expressed or implied services.

SUBMITTAL REQUIREMENTS

Responses to this RFQ must include the following:

1. A Cover Letter stating the company's interest in the program and a completed signed Pre-Qualification Application (p. 3-5).
2. Brief summary of the firm's experience, the company's primary focus, and types of construction projects completed.
3. Brief narrative describing your capacity to build multiple houses at the same time, and a statement of typical build scheduling.
4. Statement of any past experience with government funded projects (local, state or federal).
5. List of all contractors/subcontractors with whom you routinely do business.
6. Written reference from each of the following:
 - Two or more clients for whom you completed projects during the past two years;
 - Two suppliers and one subcontractor having knowledge of your debt payment history;
 - One financial institution.
7. Copies of the following documents as applicable:
 - State Contractor's License and other certifications such as MBE/WBE/DBE;
 - Insurance Certificates for Business Liability, Builder's Risk, Auto, and Workman's Compensation;
 - E-Verify documentation;
 - The company's Standard Written Warranty.

Questions regarding this Request for Qualifications should be directed via email to:

Charlotte Christian
CHIP Grant Administrator
Email: charlotte.christian@thomasville.org



2016 Community HOME Investment Program
PRE-QUALIFICATION APPLICATION

Company Name: _____

Address: _____

Contact Person: _____

Telephone: _____ Fax: _____ Email: _____

Tax ID #: _____ State License No: _____

Business Structure: ___ Corporation ___ Sole Proprietor ___ Other (specify): _____

1. Name all Principals, Key Personnel & Percentage of Ownership in firm.

<u>Name</u>	<u>Title</u>	<u>% Ownership</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. How long has your firm been in business? _____

3. Have you ever been bonded? _____ Yes _____ No

If yes, Name of Company: _____

Address: _____

Agent: _____ Phone # _____

Bonding Capacity: Single _____ Aggregate _____

4. Financial Institution References:

<u>Name of Bank</u>	<u>Contact</u>	<u>Phone</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. Does your company have a written safety program? Yes No
6. Insurance Company Information:
 Name of Company: _____
 Address: _____ Phone #: _____
 Contact Name: _____ Email: _____
7. Company Annual Contract Volume 2014 \$ _____ 2015 \$ _____
8. Current Work in Progress and/or Under Contract (add additional sheets if necessary):

Project Address	Contact Name	Phone #	Type of Work	Dollar Value

8. Do you have any judgments, claims, liens, or suits pending or outstanding?
 Yes No
9. Have you ever been terminated on a contract for cause, or made payment of actual or liquidated damages for failure to complete a project by the contracted date?
 Yes No
10. Are you currently barred from bidding on public work (local, state, or federal)?
 Yes No
11. Has your firm or any principal of the firm ever declared bankruptcy?
 Yes No

If you answered yes to any of the questions # 12 - 15, provide the date(s) and associated details on a separate sheet for each.

12. Is your firm at least 51% owned by one or more: Minorities? Yes No
 Women? Yes No Person with disability? Yes No
13. Have you had experience operating under the Davis-Bacon Act? Yes No
 Under Section 3? Yes No

If yes, provide details _____

SIGNATURE:

In compliance with this Request for Qualifications and subject to all conditions thereof, the undersigned warrants that all information in the submittal is accurate and correct; certifies that he/she has read, understands, and agrees to all terms, conditions and requirements of the Request for Qualifications; and is authorized to contract on behalf of the firm named below. It is understood that this qualification may be modified by mutual agreement in subsequent negotiations.

If selected, the Developer or Builder and its representative(s) will negotiate in good faith to enter into a Contract for the construction of houses through the City of Thomasville's 2016 Community HOME Investment Program (CHIP) grant.

Company: _____

Submitted by: _____

Title: _____

Signature: _____

Date: _____

Submit all Documents and the Pre-Qualification Application by December 12, 2016 to:

Charlotte Christian, Grant Administrator

Via Email (preferred): charlotte.christian@thomasville.org

Or by mail to: Planning Department
City of Thomasville
P O Box 1540
Thomasville GA 31799