



“Committed to Safe and Affordable Housing”

NOTICE

REQUEST FOR QUALIFICATIONS

RENOVATIONS AT MABEL SWAN MANOR – YAKIMA WA

For The Housing Authority of the City of Yakima

The Housing Authority of the City of Yakima (YHA) is accepting qualifications from General Contractors for renovations at Mabel Swan Manor in Yakima, WA. Submittals must be sent to lowel.krueger@yakimahousing.org by 12:00pm on March 14th, 2025.

Qualification instructions and specifications may be obtained via email upon request to lowel.krueger@yakimahousing.org. Questions should also be addressed to Lowel Krueger. Please allow one office day to respond. Office days are Monday through Thursday.

YHA reserves the right to reject or accept any submittals or to waive any irregularities in any submittal deemed to be in the best interest of the Yakima Housing Authority.

P.O. BOX 1447 Yakima WA 98907 • www.yakimahousing.org

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REQUEST FOR QUALIFICATIONS

Housing Authority of the City of Yakima RENOVATIONS AT MABEL SWAN MANOR - YAKIMA, WA Due Friday, March 14th, 2025, 12:00 p.m.

I) SUMMARY

Yakima Housing Authority of the City of Yakima (YHA) invites qualified General Contractors to submit their qualifications to provide construction services related to the renovations at Mabel Swan Manor located at 10 South 8th Avenue, Yakima WA 98902.

Respondents must provide detailed information about their experience, capacity, and cost and pricing structure for construction contracts of this type. YHA shall review submitted qualifications and proposals and select one firm to provide Pre-Construction and Construction Services on the Project, including participation in cost estimating, scheduling, and other elements critical to the timely and cost-effective construction of the Development, with the option (to be exercised at Owner's sole discretion) to negotiate a Construction Contract with that same firm for the Project.

YHA intends to hire the most qualified General Contractor. Please read the request carefully and submit all the information by the due date listed above.

II) PROJECT DETAILS

YHA is acquiring an elderly housing development: Mabel Swan Manor located at 10 South 8th Avenue, Yakima WA 98902. Mabel Swan Manor consists of 99 units of elderly housing subsidized under Section 8 Project Based Rental Assistance. The development will undergo substantial rehabilitation financed through FHA Section 221(d)(4) or 223f loans with a Mark up to Market Contract Renewal.

III) FUNDING REQUIREMENTS

The developments will be subject to applicable Federal Wages and State Prevailing Wage rates, depending on the funding that is secured. Funding requirements that may apply to this development include, but are not limited to, the following:

- Affirmative Action Guidelines
- Equal Employment Opportunity Provisions
- Section 3 hiring practices
- Federal Labor and Wage Standards Provisions
- State Apprenticeship provisions of RCW 39.04. 300 – 320
- MWBE voluntary utilization goals and reporting
- Contractors must be licensed with the State per licensing requirements.
- A 10% retainage will be applied to each progress payment
- Performance and payment bonds must be secured
- Any and all requirements that are binding on the Prime Contractor will be binding on the Subcontractor and their subs and written into each contract
- Must complete HUD Previous Participation Certification in APPS system or on HUD Form 2530

- Adjusted Working Capital must equal at least 5% of the construction contract

IV) MINIMUM QUALIFICATIONS

General Contractors will need to have the following minimum qualifications to be considered:

- Licensed Contractor in the State of Washington.
- Successful completion, in the last ten years, by your firm, and/or the assigned project manager and/or the job superintendent assigned to this project, of at least three projects using FHA 221d4, 223f or 202 federally funded housing rehabilitation with construction contract in excess of \$2,000,000,
- At least **three** rehabilitation projects with construction contracts, whether or not federally funded, in the range of \$2,000,000 to \$3,000,000, in the past five years or demonstrated experience with projects of similar scope and scale.
- Ability to obtain a payment and performance bond in the full amount of the Contract from a surety acceptable to the Owner and HUD.
- Demonstrated experience in managing rehabilitation projects in senior occupied affordable housing buildings.
- Demonstrated experience in working with third-party tenant relocation services for projects of 50 or more units of senior living.

V) SUBMISSION REQUIREMENTS

Submittal packages must include the following:

- Provide company overview including years in business, organizational type, and licensing.
- Please list the projects that demonstrate your ability to meet the Minimum Required Qualifications. Include the following information for each project:
 - Name of project and date of completion;
 - Amount of contract;
 - Brief description of the scope of work, including subcontracts;
 - Name, address and phone number of owner;
 - Name, address and phone number of architect;
 - Name of your company's proposed project manager and superintendent for this project; and,
 - Record of initial estimate or bid vs. final costs including all change orders (cite number of change orders).
- For the projects listed above, please provide explanation when the final contract amount is >5% over the original contract amount.
- Please list the company representative or partner in charge, project manager and other key staff who would be assigned to this project and submit the resumes of these key team members including relocation specialist.
- List which portions of the work you anticipate performing in-house and which you intend to subcontract. Estimate the size of your company's work crew for this project.
- If different from above, list three references who can verify that you meet the minimum qualifications. Include project address, contract amount, owner, owner's telephone number, architect and architect's telephone number.
- Proof of Labor and Industrial Insurance or Workman's Compensation Insurance.

- Detailed description of how the firm's Pre-Construction Services would be structured and cost for such services, including labor and wage breakdown.
- Proposed general conditions and overhead and profit charges for this project.
- Provide your bonding capacity (project and aggregate) and approximate rate for this project.
- Show proposed field and office staff for the pre-construction phase. Provide brief resumes.
- Financial Statements for 2023 and 2024.
- Any additional materials that will assist the Owner in evaluating the qualifications of your firm.

VI) EVALUATION CRITERIA

YHA will evaluate factors stated in submission requirements above.

- The company meets minimum required qualifications.
- The company demonstrates that it has the experience of providing construction services for a publicly funded project at a competitive cost in a responsive manner.
- The company demonstrates that it has completed similar projects in a reasonable period of time.
- The company demonstrates that it works well with owners and project design teams to deliver projects of high quality at reasonable and competitive cost with a minimum number of change orders.
- Such other information as may be secured having a bearing on the decision.
- Profit and Overhead

VII) ESTIMATED SCHEDULE

YHA will review responses to this RFQ and evaluate by the criteria identified above. YHA may invite selected Architectural firms for in-person or telephone interviews.

RFQ Notice: February 22nd, 2025

Deadline for Questions: February 27th, 2025 – 4:00 p.m.

Responses Due: March 14th, 2025 – 12:00 p.m.

Interview Selected Contractors: Week of March 24th, 2025

Selection no later than: March 31st, 2025

Questions

Questions must be submitted by email to YHA by 4:00 p.m., Friday, February 27th, 2025.

Email: Lowel Krueger – lowel.krueger@yakimahousing.org

Response Delivery Address and Deadline

All documentation required in this RFQ must be received by email no later than *Friday, March 14th, 2025, 12:00 p.m.* to lowel.krueger@yakimahousing.org

1. Owner Discretion

The determination of the criteria and process whereby responses are evaluated, the decision as to who shall receive a contract award, or whether an award shall be made because of this Solicitation, shall be at the sole and absolute discretion of YHA.

2. No Claim Against the Owner

A respondent shall not obtain, by submitting a response to this Solicitation, any claim of any sort against YHA's property because of all or any part of any of the following:

1. Any aspect of this Solicitation;
2. The selection process;
3. The rejection of any or all offers;
4. The acceptance of any offer;
5. Entering into any agreements or the failure to enter into any agreements;
6. Any statements, representations, acts or omissions of the Sponsor to any person or entity acting on its behalf; the exercise of any discretion set forth in or concerning any of the foregoing; and,
7. Any other matters arising out of the foregoing.

3. Cost of the Response

All costs incurred directly or indirectly, in responding to this Request shall be the sole responsibility of the Respondents. All material and documents submitted by Respondents will become the property of the Owner and will not be returned. Additionally, any Respondent selected for further negotiations will be responsible for all costs incurred by it during such negotiations.

VIII) EXHIBITS

EXHIBIT A – PRELIMINARY STATEMENT OF RENOVATIONS

EXHIBIT A
PRELIMINARY STATEMENT OF RENOVATIONS*

*Based on S&J Site Visit 1/17/25 and EUL (property constructed 45 years ago)
Mabel Swan Manor (202/Sec 8)*

NOT Windows: They were replaced approximately 12 years ago.

Landscaping – Minimal

Asphalt/Walks – Nothing significant immediately identified, but PCNA will likely identify some things. While this is mostly on Manor’s property, some of the costs might be reallocated to North since parking lot is shared?

Exterior – Paint only; it is concrete

Roof – 2021 PCNA identified the flat roof was in good condition, so highly unlikely it has been replaced recently. It is past EUL, however, so it will likely need to be replaced in this renovation.

Flooring – replace throughout, both common and units. Some unit exceptions.

Bathrooms –

Vanities/sinks were replaced in 2012, but faucets/valves will likely need replacement at this time.

Tubs/showers – Tubs may have a few years left in EUL; however, residents are requesting walk-in showers, so unless budget becomes too tight, recommend most be replaced at this time.

Accessibility upgrades (walk-in showers, comfort height toilets) likely in 5 units

Kitchens –

Cabinets and counters were replaced in 2012. No replacements now unless identified in PCNA. Accessibility dimensions appear to be acceptable.

Sinks and faucets – replace all. Sinks were NOT replaced in 2012.

HVAC – Replace approximately 50%. EUL is 15, assume some have been replaced in the last few years.

Doors and locksets – Most replaced based on EUL. Solid core possibly able to remain

Elevator – Minimal. Management reports upgrades occurred in 2012.

Fire panel, smoke detectors throughout

Mailboxes

Lighting upgraded to LED throughout. Lighting was replaced in 2012 but is not LED.

Electrical, plumbing, etc., as can only be identified by professional PCNA.

Wishlist items:

Replace all toilets with comfort height

Convert most tubs to walk-in showers

Add “catwalk” between buildings on 1-2 upper levels.

Note: *There is not an entry intercom system. At least one main door is “accessible” in that while it does not have a separate button to push for opening, simply pressing in after unlocking operates in the same manner.*

*Final to be determined with Project Capital Needs Assessment