



## REQUEST FOR BID

Habitat for Humanity Portland Region  
1478 NE Killingsworth St. PO Box 11527  
Portland OR 97211 Phone: 971-501-8162

PROJECT NAME: King City Commons  
PROJECT LOCATION: 171765 SW Pacific Highway, King City, OR, 97224  
PROJECT DESCRIPTION: New Construction of 16 attached townhomes  
SCOPE OF WORK: House Excavation  
DATE OF WORK: Winter 2024  
BID DUE DATE: December 15<sup>th</sup>, 2023 at 5:00pm  
Email responses to: [procurement@habitatportlandregion.org](mailto:procurement@habitatportlandregion.org)

## I. INTRODUCTION

Habitat for Humanity Portland/Metro East dba Habitat for Humanity Portland Region (Habitat) has developed this Request for Bid (RFB) to help organizations and contractors bid on specific scopes of work for the construction of Habitat homes. Because Habitat is currently building 50-100 homes per year, there are ongoing opportunities for firms that can consistently demonstrate excellent performance and the abilities to achieve economies of scale.

Habitat's commitment to building affordable housing harnesses the effort and goodwill of over 3,500 volunteers per year. For more information about Habitat's mission and approach, as well as photographs of completed homes and details on our programs and projects under construction, visit our web site at <http://habitatportlandmetro.org/our-builds/>.

Habitat, as General Contractor and Owner, solicits bids for the procurement of construction-related materials and subcontracted services. Habitat makes a good faith effort to include all interested parties in the bidding process. Habitat maintains a list of vendors and solicits bid responses. In addition, Habitat advertises open bids for construction projects on industry websites and in industry publications. A list of current bid opportunities is available at <http://habitatportlandmetro.org/our-builds/bid-opportunities/>.



## II. CONTRACT STRUCTURE

Habitat will serve as Owner/Developer and General Contractor for this project. If selected, Respondent firm will enter into a contract with Habitat.

## III. PROCUREMENT PROCEDURE

Respondent must submit proposal per bidder instructions below in order to be considered. Incomplete or late proposals will not be considered. Proposals should be submitted electronically in PDF format.

Evaluation Criteria for Contract Award:

Selection for provision of professional services shall be made by evaluating the following factors:

1. Completeness of the bid submittal.
2. Ability to meet experience criteria.
3. Ability of Vendor to perform work within Habitat's timeline.
4. COBID certified and/or qualified MWESB and/or Section 3 status.
5. Overall cost of Vendor's proposal.

Habitat for Humanity reserves the right to:

1. Reject any or all offers and discontinue this bidding process without obligation or liability to any potential vendor.
2. Accept other than the lowest priced offer, and/or
3. Award more than one contract.

## IV. BIDDER INSTRUCTIONS

Respondent must submit completed bid materials to Habitat no later than date and time noted on page 1 of this document.

All required items should be submitted electronically in PDF format. All items listed below are required. Incomplete or late proposals will not be considered.

If you need additional information or have questions, please contact the Habitat project manager.



Required Bid Submittal Materials:

1. Exhibit A's RFB Response Form, completed and signed, including:
  - a. Firm information
  - b. Total bid amount
  - c. Proposed exceptions to scope and/or conditions
2. Itemized schedule of values
3. Subcontractor and major suppliers identification form
4. Proposed schedule
5. Proof of bonding & insurance



## Exhibit A

### Project Description:

Habitat is inviting bids from contracting firms for a new development of 16 attached townhomes. The primary deliverable is house excavation.

The site is located at 17165 SW Pacific Highway, King City, OR, 97224

**Project Schedule:** Anticipated Winter 2024

### Scope of Work:

1. General notes
  - a. Habitat to provide building permit. Contractor shall obtain any additional permits required to perform scope of work.
  - b. Provide all labor, materials, and equipment mobilization to perform scope of work.
  - c. Include all excavation, backfill, and dirt haul-off for house development.
  - d. Read and adhere to all notes and details in the plans.
  - e. Adhere to all wet weather requirements as necessary.
  - f. Any recommendations for accelerating construction are encouraged.
  - g. Please state any exclusions.
  - h. Site will already be excavated to building pads in preparation for house excavator. Building pads will be left approximately 12" below slab.
  - i. Protect all curbs and site concrete already in place. Any damage to new roads or curbs on the project will be investigated by Habitat. Responsible parties for damages will be held responsible for paying repairs
  - j. Work may not proceed until all applicable City inspections, soils special inspections, structural special inspections, and structural engineer observations have been approved.
  - k. Work done by other subcontractors includes all concrete work, under slab radon venting, vapor barrier, insulation and installation of water lines.
  - l. No gas service will be installed for this project.
  - m. Contractor to provide a generator if they need temporary power.
  - n. Habitat will provide staking.
2. Erosion control
  - a. Provide all labor and materials to install and maintain all erosion control measures and tree protection measures per approved plans.
  - b. Pass erosion control inspection before excavation begins.
  - c. Correct any erosion control deficiencies identified by inspections.
  - d. Remove and dispose of erosion control measures when no longer required.



3. Site preparation and erosion control
  - a. Grade building sites according to precise grading plans. Include rough grade after underground connections are installed to each unit. Include final grade before landscaping.
  - b. Excavate for all house flatwork - interior sidewalks, patios/porches, driveways
  - c. Install and maintain temp crush concrete driveways on each building site according to plan at correct grade to serve as sub-base for future driveways.
  - d. Hold down grade 6" below top of all finish curbs and sidewalks.
  - e. Landscape planting areas cannot have gravel within 12" of finish grade, per landscaping requirements.
  - f. Provide all necessary soil compaction according to plans and code requirements.
4. Excavation
  - a. Site will already be graded to elevations on C201 minus 12"
  - b. Excavate foundations as necessary to achieve compact subgrade per plans.
  - c. Excavate for building footings per plans.
  - d. Provide backfill and compaction inside foundations per plans.
  - e. Coordinate with Habitat-contracted plumber to sequence underslab plumbing.
  - f. After underslab plumbing has passed inspection, backfill and compact radon rock per plans.
  - g. All backfill and compaction must pass geotech inspection and city inspection.
5. Storm-water systems
  - a. Site stormwater systems, including catch basins and drywells, will already be installed by site excavator.
  - b. Trench, install, and connect all rain drains (for connection to roof downspouts) to site stormwater system. Connect at site excavator's termination point, marked by stake.
  - c. Leave pipe stubbed up for future downspouts 8" above finish grade. Walk building site with Habitat superintendent to mark/identify location of downspouts for underground rain drain pipes to stub up above rough grade.
  - d. Protect all stormwater stubs with caps to prevent clogging with debris during construction
6. Sanitary sewer systems
  - a. Provide trenching & backfill for sanitary sewer line from curb to building foundation per plans. Foundations contractor will provide sleeve for entry point through foundation.
  - b. Clean out to be performed by Habitat hired plumber.
7. Water system
  - a. Provide trenching & backfill and coordinate with Habitat-contracted plumber to bring water service from meter boxes to building foundations per plans. Foundations contractor will provide sleeve for entry point through foundation.
  - b. Site excavator will set water meter boxes. House excavator to reset water meter boxes at final grade.
8. Dry utilities - Site Lighting



- a. Provide trenching and backfill for all site electrical. Conduit, wiring, and lights to be installed by others (electrician hired by Habitat)
  - b. Ensure all necessary city inspections occur regarding the installation of conduit prior to backfill.
- 9. Final Grade
  - a. Return to complete final grade per approved engineered grading plan and approved building drawings.
  - b. Mark foundation stem wall with final grade location with chalk line, prior to foundation backfill.
- 10. Block walls
  - a. Provide all labor and material to install block walls for yards per plans

**Documents included with RFP:**

HFHPR Sample Contract  
HFHPR Sample Change Order & Site Safety Standards  
RFB Response Form  
King City Geotech Report  
King City Plans