



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: Mechanical
DATE OF WORK: Winter 2024
BID DUE DATE: December 15th, 2023 at 5:00pm
Email responses to: 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 mechanical.

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

Project Schedule: Anticipated Winter 2024

Scope of Work:

1. Permits
 - a. Mechanical contractor to apply and pay for all mechanical permits.
 - b. Contractor responsible for having permits in time to start work according to Habitat's schedule.
 - c. No work to begin before mechanical permits have been issued.
2. Rough mechanical
 - a. Provide all labor and material to install all rough mechanical per approved plans, Oregon code, and manufacturer's specifications.
 - b. Install ducted and ductless mini-split heat pump systems.
 - c. Install ERV/HRV and ducting for ERV/HRV
 - d. Install ducting for hybrid electric heat pump water heaters located in living space (not for water heaters located in garages). (Water heaters installed by others, contracted by Habitat)
 - e. Install ducting for bathroom, laundry, and garage exhaust fans. (Exhaust fans installed by others, contracted by Habitat)
 - f. Install ducting for range hood exhaust. (Range hood installed by others, contracted by Habitat)
 - g. Install dryer box and ducting for dryer exhaust. Leave sufficient duct pipe to penetrate drywall for future dryer installation
 - h. Install transfer vent for laundry rooms
 - i. Connect ducting to exhaust fans.
 - j. All ducts that pass through sheetrock must be rigid to facilitate a nice sheetrock transition. Can transition to flex on either side.
 - k. Mask off all duct openings after installation.
 - l. Seal all ducting joints with nickel-thick liquid mastic.
 - m. Quickflash all exterior penetrations.
 - n. Provide and install all fasteners and straps for ductwork.
 - o. No penetrations within 4 feet of property line.



- p. All vent stacks shall be installed prior to roofing. Provide pipe flashing to roofer, roofer to install.
- q. Fire-caulking to be installed by others if necessary
- 3. Final mechanical
 - a. Provide labor and material to install all final mechanical per approved plans, Oregon code, and manufacturer's specifications.
 - b. Trim out ducted and ductless mini-split heat pump systems
 - c. Trim out ERV/HRV to manufacturer's specs to ensure proper functioning.
 - d. Balance ERV/HRV and test all systems
 - e. Connect water heater to ducting
 - f. Connect range-hood to ducting
 - g. Trim out transfer vent for laundry rooms
 - h. (Note - electrician will trim out exhaust fans.)
 - i. (Note - appliance installer will connect dryer exhaust.)

Documents included with RFP:

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