

# REQUEST FOR COMPETITIVE PROPOSALS

## JOB ORDER CONTRACT (JOC) 2021 (SHA Solicitation #5489)

The Seattle Housing Authority (SHA) is soliciting proposals from experienced General Contractors to provide general construction services in accordance with RCW 39.10. SHA anticipates to award two (2) contracts through this solicitation. The initial contract term is for two (2) years. SHA reserves the option of renewing one or both JOC contracts for an additional one (1) year.

### **SUMMARY OF WORK**

The work performed under this JOC includes, but is not limited to repairs, renovation and rehabilitation to SHA's residential units and common areas, including high-rise buildings, multifamily communities and single/multifamily residences within the Seattle city limits. Work will be considered public works and be subject to applicable state or federal wage schedules and related regulations.

**ESTIMATE:** The estimated annual value is \$2,000,000.

### **PROPOSAL SUBMISSION DEADLINE**

Sealed competitive proposals **must be received no later 2:00 p.m. on August 05, 2021** at the **First Floor SHA Reception Desk** at the street address below. Proposals sent by U.S. Mail must be addressed to the P.O. Box below and must be delivered to SHA by the deadline stated above. Faxed or e-mailed proposals will not be accepted.

Seattle Housing Authority  
Attention: Diana Peterson, Purchasing Division  
190 Queen Anne Avenue North  
1st Floor Receptionist  
P.O. Box 19028  
Seattle, Washington 98109-1028

All proposals must be clearly marked when delivered or mailed to avoid any confusion about recording arrival dates and times. Proposers are responsible for the timely delivery of their proposals to SHA. NOTE: A faxed or e-mailed Proposal will not be accepted.

Upon receipt of each Proposal, SHA Staff will date-stamp it to show the exact time and date of receipt. Upon request, SHA will provide the Proposer with acknowledgment of receipt. The deadline is firm as to place, dates, and time. SHA will not consider any Proposal received after the deadline and will return all such proposals unopened. All Proposals received prior to the deadline will become the property of SHA and will not be returned to the Proposer.

### **PRE-SUBMISSION MEETING:**

Potential proposers are invited to attend an informational meeting scheduled on:

**Date: 07/15/2021**

**Time: 1:00 PM**

**Location:** Due to SHA taking measures to respond to COVID-19 the pre submission meeting will on be held via Teams or telephone.

To attend the Teams pre submission meeting follow this link:

[Click here to join the meeting](#)

Join by phone by calling 1 (206) 257-3799      The Conference ID is: 990466204#

Questions of a general nature may receive a response during the meeting/site visit; however, no questions will be answered by SHA that appear to cause unfair advantage to all proposers. Questions of that nature will be required to be submitted in writing by the date and time indicated in the Administrative and Technical Questions section below.

**PLANS, SPECIFICATIONS, ADDENDA, AND PLANHOLDER'S LIST** for this project will be available on-line through Builder's Exchange of Washington, Inc. at <http://www.bxwa.com>. Access to project bid documents is provided to Prime Bidders, Subcontractors, and Vendors by going to [www.bxwa.com](http://www.bxwa.com) and clicking on "Posted Projects", "Public Works", and "Seattle Housing Authority". This online plan room provides Bidders with fully usable online documents with the ability to: download, view, print, order full/partial plan sets from numerous reprographic sources, and a free online digitizer/take-off tool. It is recommended that Bidders "Register" in order to receive automatic e-mail notification of future addenda and to place themselves on the "Self-Registered Bidders List". Bidders that do not register will not be automatically notified of addenda and will need to periodically check the on-line plan room for addenda issued on this project. Contact Builders Exchange of Washington at (425) 258-1303 should you require assistance with access or registration.

**PROPOSERS LIST and ADDENDA:** The list of those attending the Pre-Submission Meeting/Site Visit and all addenda will be uploaded to the Builders Exchange website. The SHA website will only provide the number of addenda and indicate that the information is posted on the BXWA website.

**ADMINISTRATIVE AND TECHNICAL QUESTIONS:** Administrative and Technical questions regarding this project must be received in writing **3:00 PM July 20, 2021, and be directed to Diana Peterson, Sr. Contract Administrator, by email to [purchasing@seattlehousing.org](mailto:purchasing@seattlehousing.org)**. Questions will be answered via Addendum. Questions received later than the date and time above will not be responded to.

**BID GUARANTY:** Each proposal must be accompanied by a surety company bid bond, or a Certified or cashier's check payable to the order of Seattle Housing Authority for a sum not less than \$25,000. No bidder may withdraw its bid within 60 days after the required bid submission date.

**SOCIAL EQUITY CONTRACT REQUIREMENTS – Section 3, MWBE, EEO and Apprenticeship:** The Seattle Housing Authority strongly encourages Minority-Owned (MBEs) and Women-Owned Businesses (WBEs), socially and economically disadvantaged business enterprises, HUD Section 3 businesses, Veteran-owned and small businesses to submit proposals, to participate as partners, or to participate in other business activities in response to this RFCP. This Contract includes HUD Section 3 workers utilization goal requirements, WMBE utilization goal requirement, apprenticeship participation goal requirement, and an aspirational women and minority employment workforce goal.

**ELECTRONIC REPORTING:** The Owner has implemented a Web-based Labor Compliance Software Reporting System to enable online submission of certified payrolls as well as social equity reporting. The Contractor and all subcontractors will be required to attend the Owner provided training and will be required to use this web-based software reporting system for the submission of its certified payrolls and social equity reports.

The Contractor and all subcontractors will be required to utilize this web-based software reporting system to enter payroll information and submit payrolls on-line. The General Contractor is responsible for compliance of all subcontractors regardless of tier.

**PREVAILING WAGES:** The Contractor and all subcontractors will be required to comply with all prevailing wage requirements.

**RIGHTS RESERVED:** SHA reserves the right to waive as informality any irregularities in submittals and/or to reject any or all proposals. SHA requests that companies refrain from requesting public disclosure of selection information until a contract has been executed as a measure to best protect the solicitation process, particularly in the event of a cancellation or re-solicitation. With this preference stated, SHA shall continue to properly fulfill all public disclosure requests for such information as required by State Law.

Jena Richmond  
Contracts & Procurement Manager