

November 30, 2022

**REQUEST FOR PROPOSALS
CONSTRUCTION OF TWO SINGLE-FAMILY RESIDENTIAL HOMES IN DULUTH**



PROJECT OVERVIEW: One Roof Community Housing is requesting proposals for the construction of two single family homes, in Duluth. Home locations: (1) 99th Ave W, (2) Sherburne St, (3) E 7th St, Duluth. See attached plans. Homes must meet Minnesota Green Communities criteria and be energy star certified. One Roof intends to use this proposal process to identify one home builder to undertake the construction of the three homes. Construction should begin Fall of 2022, weather permitting, and be completed by November, 2023. The Project is supported by local, State and Federal grant programs.

PROPOSALS: Builders wishing to be considered must submit proposals as follows:

A. Cover Sheet – Proposals must include a completed and signed Proposal Cover Sheet.

B. Experience – Proposals must contain a written narrative outlining experience in single family home construction and sustainable/green construction. Please include any experience you have had in working with local, state and/or federal funds. Proposals must include three (3) client references, a list of all the homes constructed from 2019 through 2022, including specific addresses, square footages, completion dates, and construction prices. Photos can be attached.

C. Timeline - Provide a construction schedule for the completion of all homes from permitting to Certificate of Occupancy.

D. Pricing & Payment - Provide a firm fixed-price for each home and a written commitment that prices submitted will remain in effect through 2022. Also, provide a description of your billing procedure over the course of the project.

E. Additional Documentation - All submissions must include: • Copy of builder's contractor license; • Proof of General Liability, Risk, and Workers Compensation insurance coverage.

PLANS & SPECS: Elevations and specifications are available on the One Roof Community website at the following link: <https://1roofhousing.org/request-for-proposals/>

QUESTIONS, REVIEW & SELECTION: Proposals should be submitted electronically (preferable) or mailed to the address below. All submittals must be received no later than **Noon on Wednesday, December 14, 2022, with a public bid opening via zoom at 1 p.m.** – Meeting ID: 892 5052 3346, Passcode: 675631
Any questions should be referred to:

Debbie Freedman, dfreedman@1roofhousing.org
Housing Development Coordinator
One Roof Community Housing
12 E. 4th Street
Duluth, MN 55805

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218 727-5372



IMPORTANT: Late or incomplete proposals will not be accepted. All accepted proposals will be opened at our office in a public setting via “zoom” on Wednesday, December 14, 2022 at 1 p.m.

Proposing builders may be contacted for additional information, and may be invited to meet with, or make formal presentations to One Roof as part of the review process. One Roof reserves the right to engage in discussions or negotiations with none, any, or all proposing builders as part of the selection process. It reserves the right to select or reject any or all proposals, and if deemed necessary, to engage in subsequent builder proposal rounds. After selection, One Roof and the Builder will finalize all outstanding matters and execute a contract for construction of three homes.

SPECIFIC REQUIREMENTS:

1. All requirements and standards must be included in a FIRM FIXED CONSTRUCTION PRICE submitted by Builder with Proposal/Bid and shall become part of a NO-LIEN CONSTRUCTION AGREEMENT between One Roof and Builder. Builder may not assign construction agreement to another party.
2. All materials and workmanship must conform with current Energy Star/MN Green Communities criteria.
3. Builder shall provide One Roof a detailed list of all individuals and entities that have a contract with Builder to perform any portion of work at the site (“Subcontractor”), including names, addresses, Federal ID numbers, and dollar amount of subcontracts, with or prior to submission of final progress draw request.
4. Final payment will only occur after the municipality has issued a Certificate of Occupancy and energy star certificate has been received.
5. Builder is responsible for exact measurements, materials, and labor needed for bidding purposes. Bids must include all labor and materials to complete the job in a workmanship- like manner.
6. All costs to complete the Work described in these specifications and included on any drawings or plans should be included in these line items. Any scope of work Builder does not believe is covered but is needed for a workman-like completion of the Work, should be discussed with One Roof before submitting a Proposal/Bid.
7. All materials used are to be new, of first quality and without defects, except in the case of harvest, salvaged, or recycled materials used in finishes, trim, etc., which have been approved by One Roof.
8. Change orders are for unforeseen circumstances or substantial changes to the Scope of Work only. All reasonable costs to complete the Work in the manner outlined in this document and submitted with Builder’s Proposal/Bid are assumed to be included in the original contract.
9. One Roof **must** approve all change orders before additional Work is started.
10. Builder will work closely with One Roof to resolve any defects in materials or workmanship. Builder agrees to remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting there from, in accordance with the timeframe indicated in the current state statute.
11. Builder must be licensed in accordance with State and/or municipality and approved as an Energy Star

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Builder.

12. Builder must apply for, and obtain, all required Permits. Builder must comply with all rules of the permitting process as established by the municipality where building.

13. All work will comply with any and all applicable Federal, State and local Codes and Ordinances.

14. Builder understands that grant funds used by One Roof to underwrite project costs require oversight and approvals.

15. Builder will submit to One Roof a detailed listing of all Minnesota State sales tax paid for any materials by them and/or subcontractors at construction close-out.

16. Visitable unit design and construction allow people with mobility impairments to enter and comfortably stay for a duration. This project must meet the following visit-ability requirements:

- 32-inch clear opening doorways throughout the Qualified Dwelling Unit;
- At least one no-step entrance; and
- A half bath, or larger bathroom, on the main level.

GENERAL REQUIREMENTS

1. The primary goals for this project are superior building performance balanced with efficiency and economy of systems. The Contractor is encouraged to offer input as to materials, methods and equipment that will enhance these goals.

2. Any changes sought by the contractor regarding materials or methods outlined in the construction documents shall be approved in writing by the Owner.

3. General code requirements:

- a. Building materials, construction methods, heating, ventilation and other mechanical systems will conform to or exceed MN State Energy Code chapter 1322.
- b. Building construction will conform to or exceed the requirements of the 2015 Minnesota State Residential Code, or any more stringent local codes currently adopted.

4. Applicable design standards and regulations: The project shall meet or exceed the following standards:

- a. Current State of Minnesota and City of Duluth/Proctor Building Codes
- b. Minnesota Housing Finance Agency (MHFA) standards
- c. Minnesota Green Communities (MNGC) criteria for Single Family (SF) homes
 - i. Project shall be MNGC certifiable
 - ii. Certification checklists, submittals and verification to be by Owner
- d. The project must be certified under the most current EnergyStar program (per MNGC requirements)
- e. EPA criteria for Climate Zone 6A
 - i. Perform 15% better than 2009 IECC

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ii. Project shall secure a Home Energy Rating System (HERS) rating of 85 or better.

HERS rating costs to be covered by the General Contractor.

f. A building air tightness target has been set at a maximum of 3 air change per hour (ACH) at 50 Pascal.

g. The contractor is responsible for scheduling and payment of all energy testing and all test results shall be shared with the owner.

h. The General Contractor is encouraged to hire local, minority and woman-owned businesses.

5. The General Contractor shall provide the following services as part of the contract:

a. Cost estimating

b. HERS rating and completion of required checklists as outlined above
Blower door test(s)

c. Energy Star Compliance paperwork and Checklists

d. Special inspections, if any, are by Owner

e. Compilation of O&M manuals, as-built drawings, and warranty information, 2-copies, in an organized binder

f. Provide a sales tax spreadsheet: all invoicing shall provide separate line items for ALL sales tax paid so that the Owner may apply for applicable rebates

6. Additional items to be paid and coordinated by the General Contractor:

a. Building Permit

b. All utility hook-ups and fees.

c. Builder's Risk Insurance for amount of construction contract

d. Temporary power during construction

e. Final cleaning

f. Street closures, barricades, and street cleaning as required.

g. Temporary heat, as required

h. Site security as required (fencing, storage, monitoring etcetera)

7. Waste Management

a. A minimum of 25% of the construction waste shall be diverted from the waste stream, with a goal of 75% being diverted. This shall include:

Separate out cardboard, recyclable plastics, mixed paper, clean sheetrock, metal, and clean wood waste.

b. All waste shall be weighed and documented at the point of disposal for verification of goals.

c. All wall, floor, and joint penetrations shall be sealed with approved sealants against pest entry into concealed spaces.

8. Unit pricing: Unit prices may be provided for materials if they are identified by line item and quantity.

9. Green criteria:

a. All adhesives and sealants to be low VOC per MNGC requirements

b. All composite wood products shall meet the MNGC requirements for low/no formaldehyde.

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c. All hard surface flooring products must meet the Scientific Certification System's FloorScore program criteria.



10. Detached Garage: Provide a unit price for a 24' x 24' 2 car garage, 16' x 7' overhead door, 3' man door, 2 windows. Automatic garage door opener, on a concrete slab and apron. Siding color and shingles to match house. Garages may or may not be built at all sites, depending on pricing.

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SCHEMATIC EXTERIOR VIEW

15x40 2-LEVEL SCHEME

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A203	INTERIOR ELEVATIONS
A204	INTERIOR ELEVATIONS
A300	BUILDING SECTIONS
A400	DETAILED WALL SECTIONS
A600	MILLWORK

**15x40
2-LEVEL
SCHEME**

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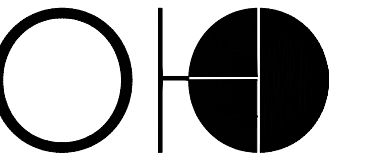
COVER
SHEET

CS

Scale: Noted
Date: 08/18/22

15x40
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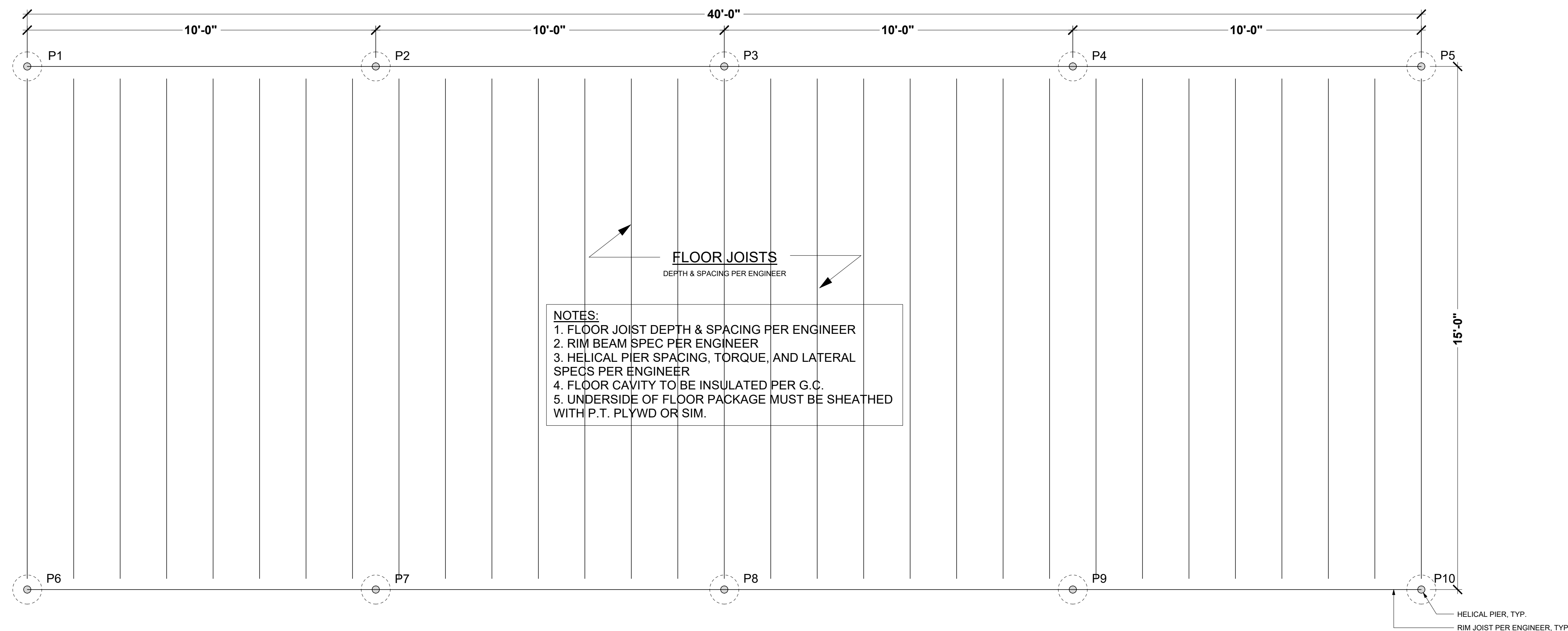
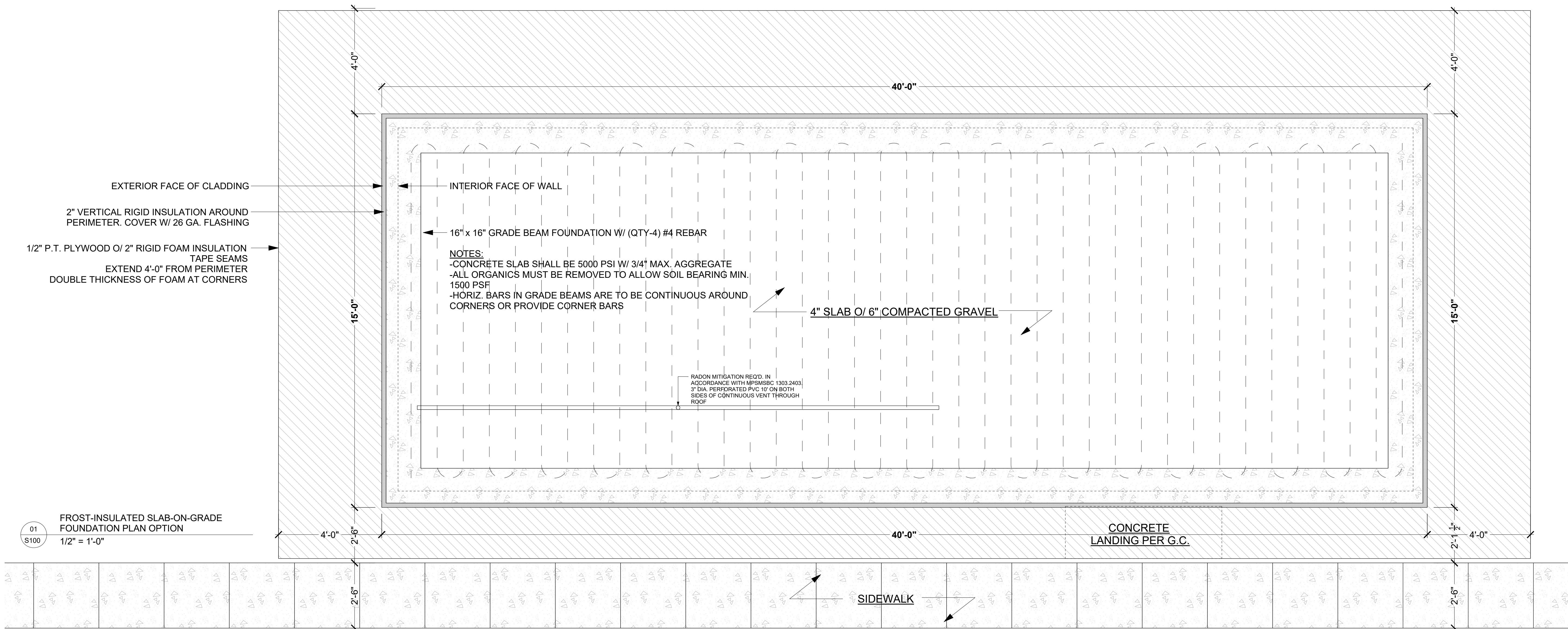
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FOUNDATION
PLAN

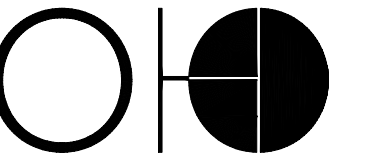
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15x40
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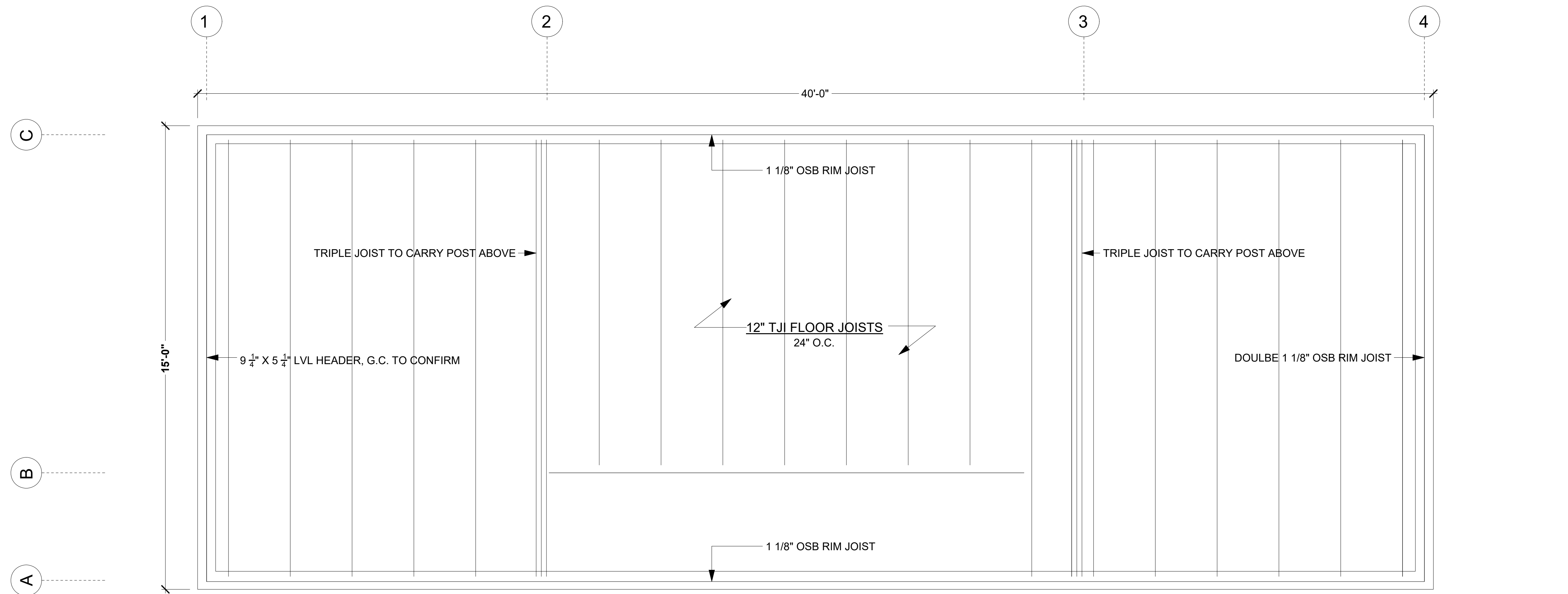
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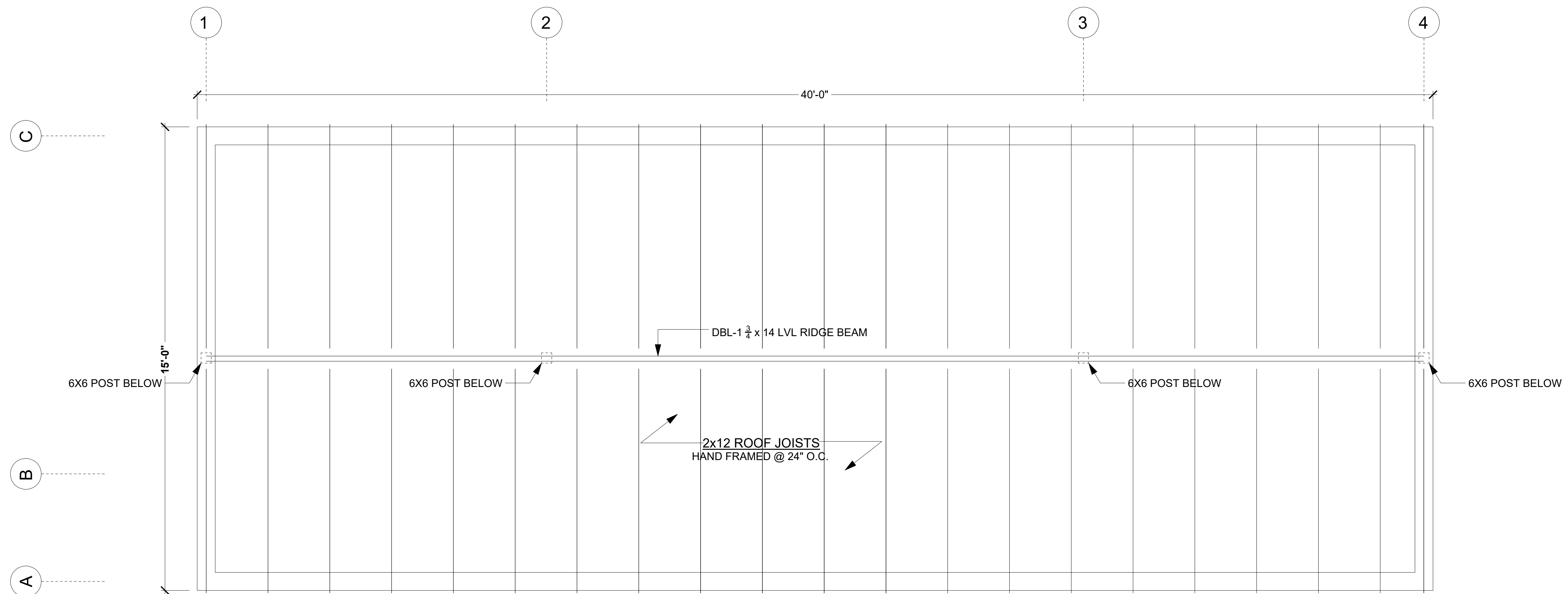
FRAMING
PLANS

S 101

Scale: Noted
Date: 08/18/22



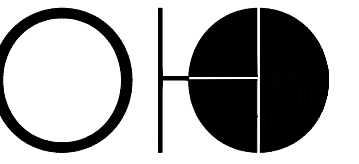
02 LEVEL 2 FRAMING PLAN
S101 1/2" = 1'-0"



01 ROOF FRAMING PLAN
S101 1/2" = 1'-0"

15x40
2-LEVEL
SCHEME

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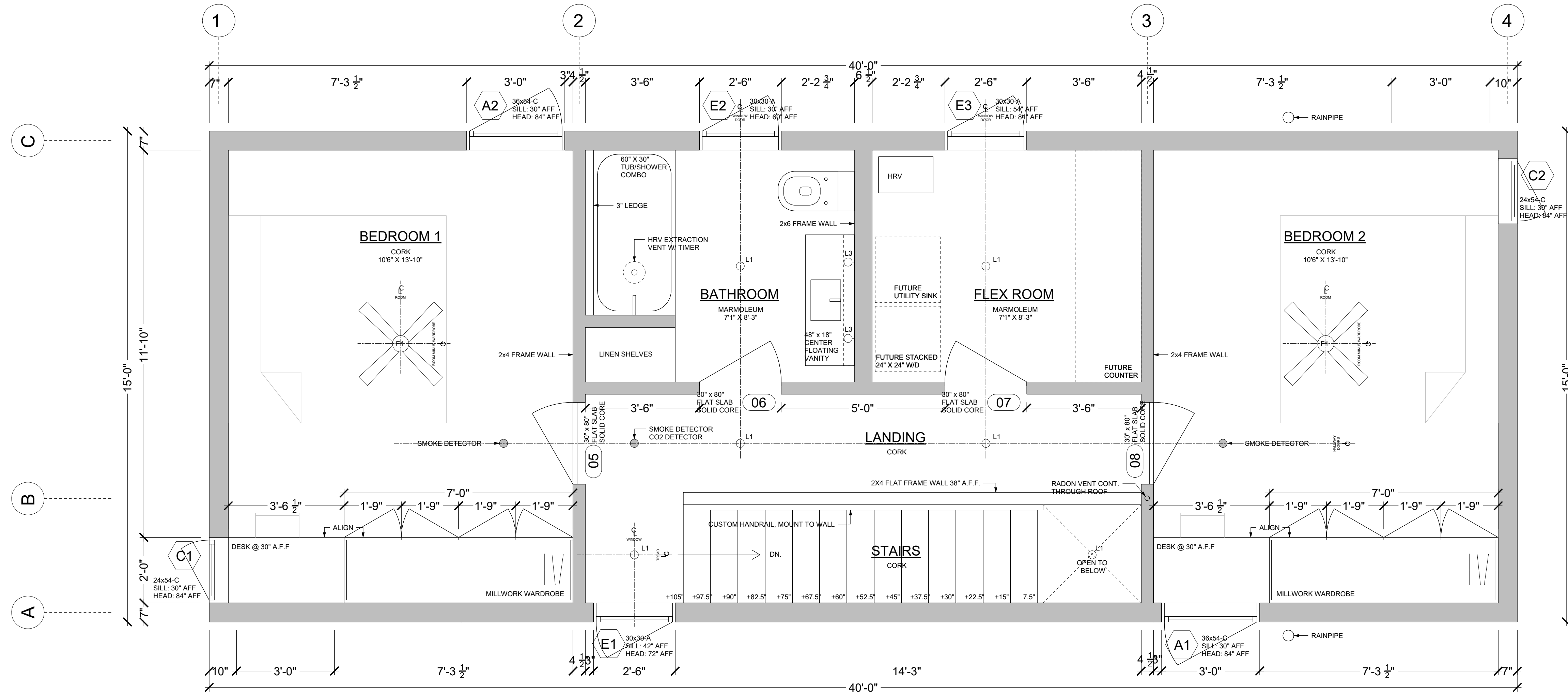
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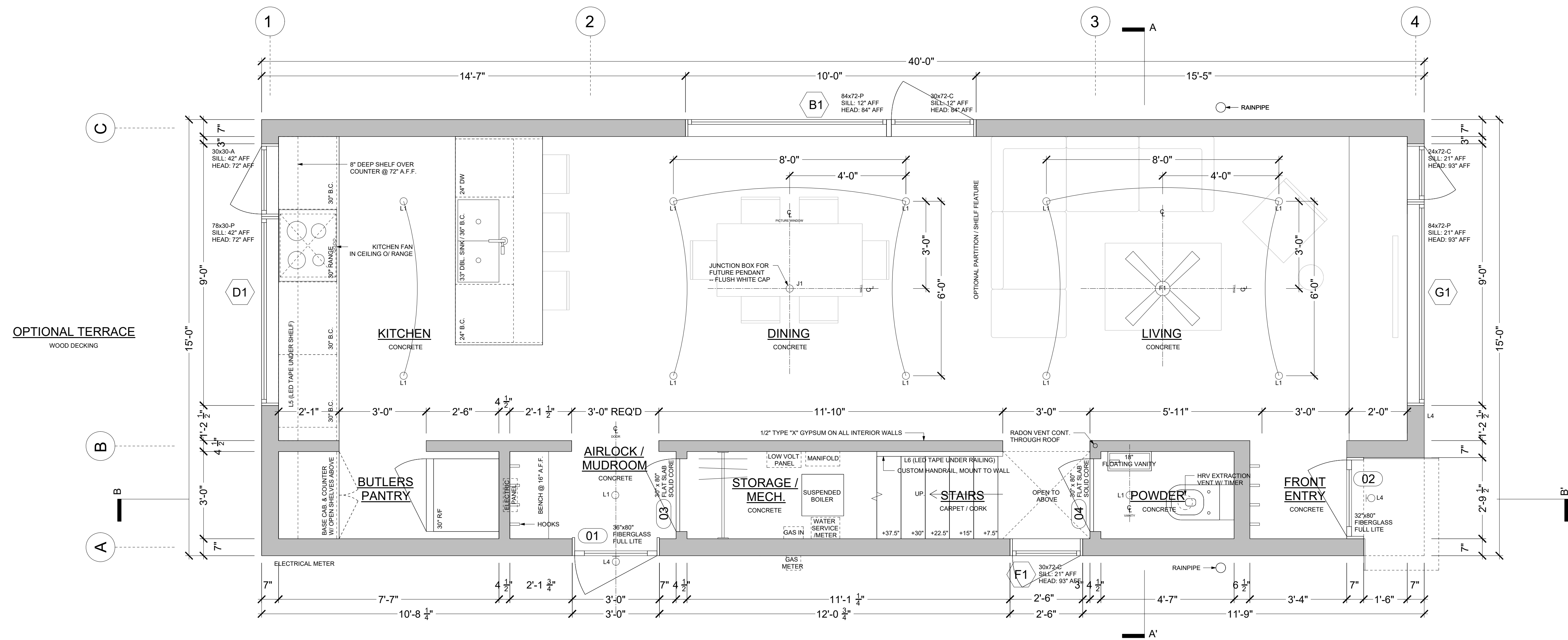
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02 LEVEL 2 PLAN
1/2" = 1'-0"



01 LEVEL 1 PLAN
1/2" = 1'-0"



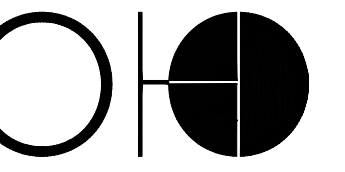
BUILDING
PLANS

A 100

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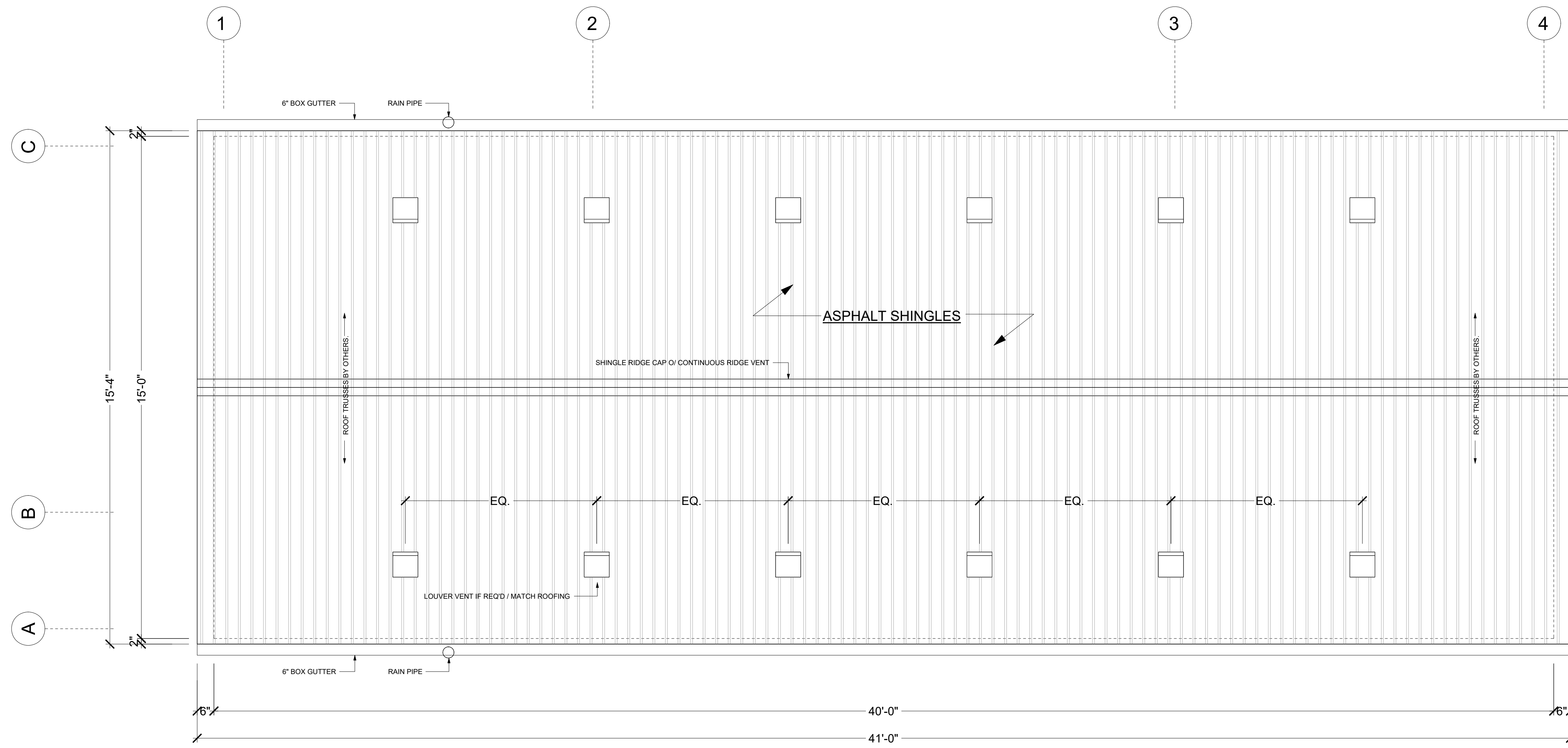
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01 ROOF PLAN
A101 1/2" = 1'-0"



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ROOF
PLAN

A 101

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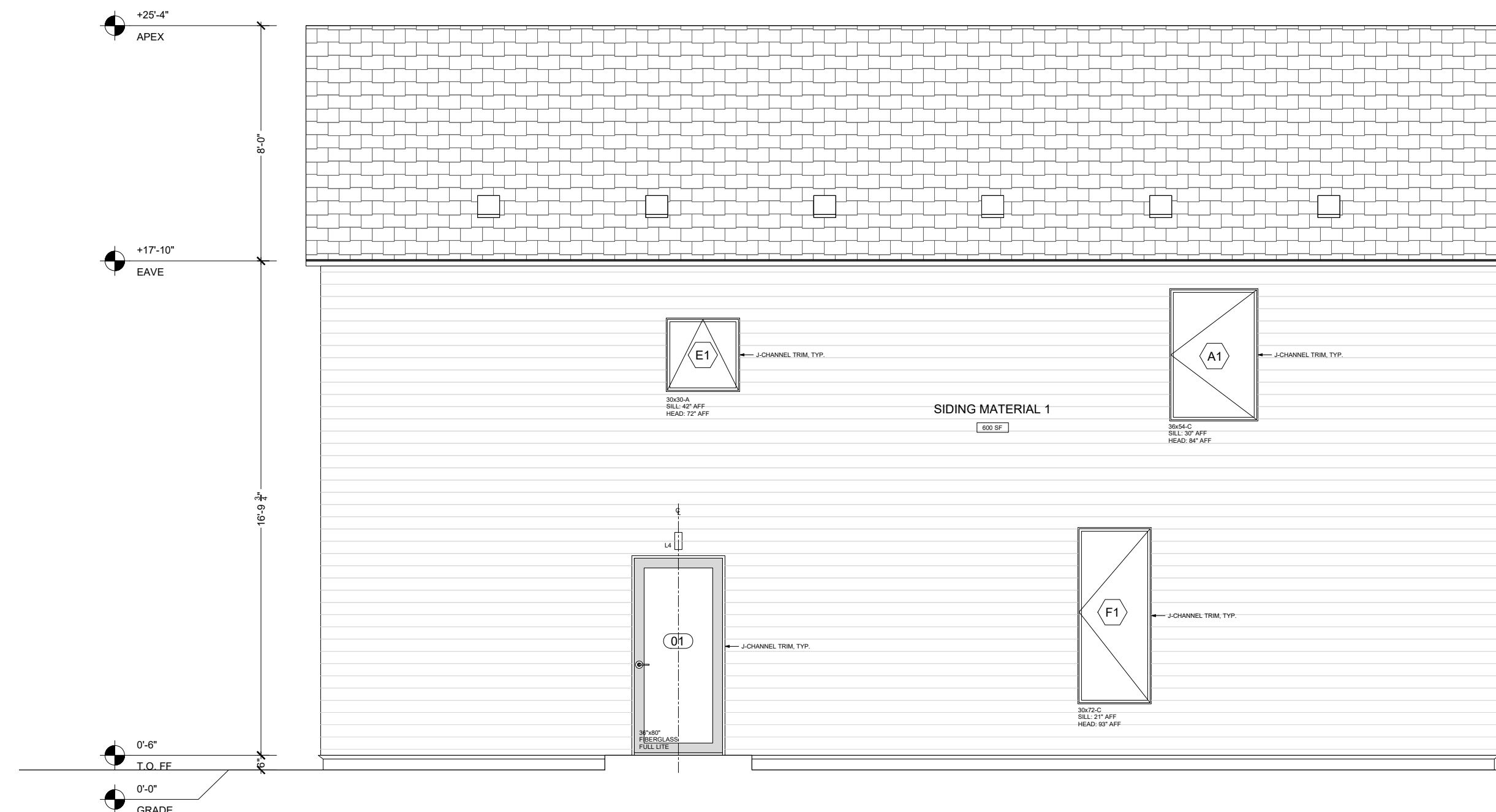
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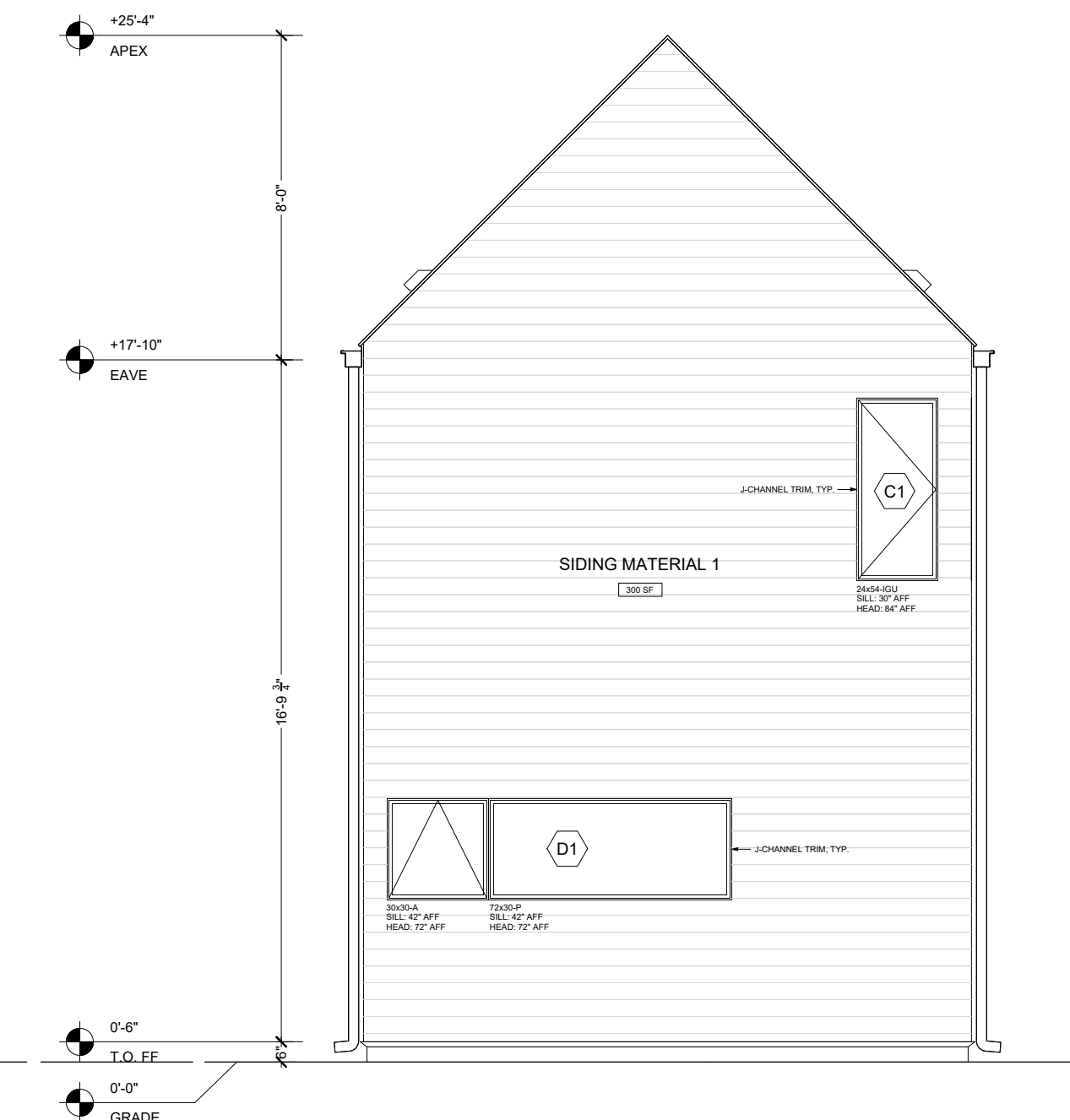
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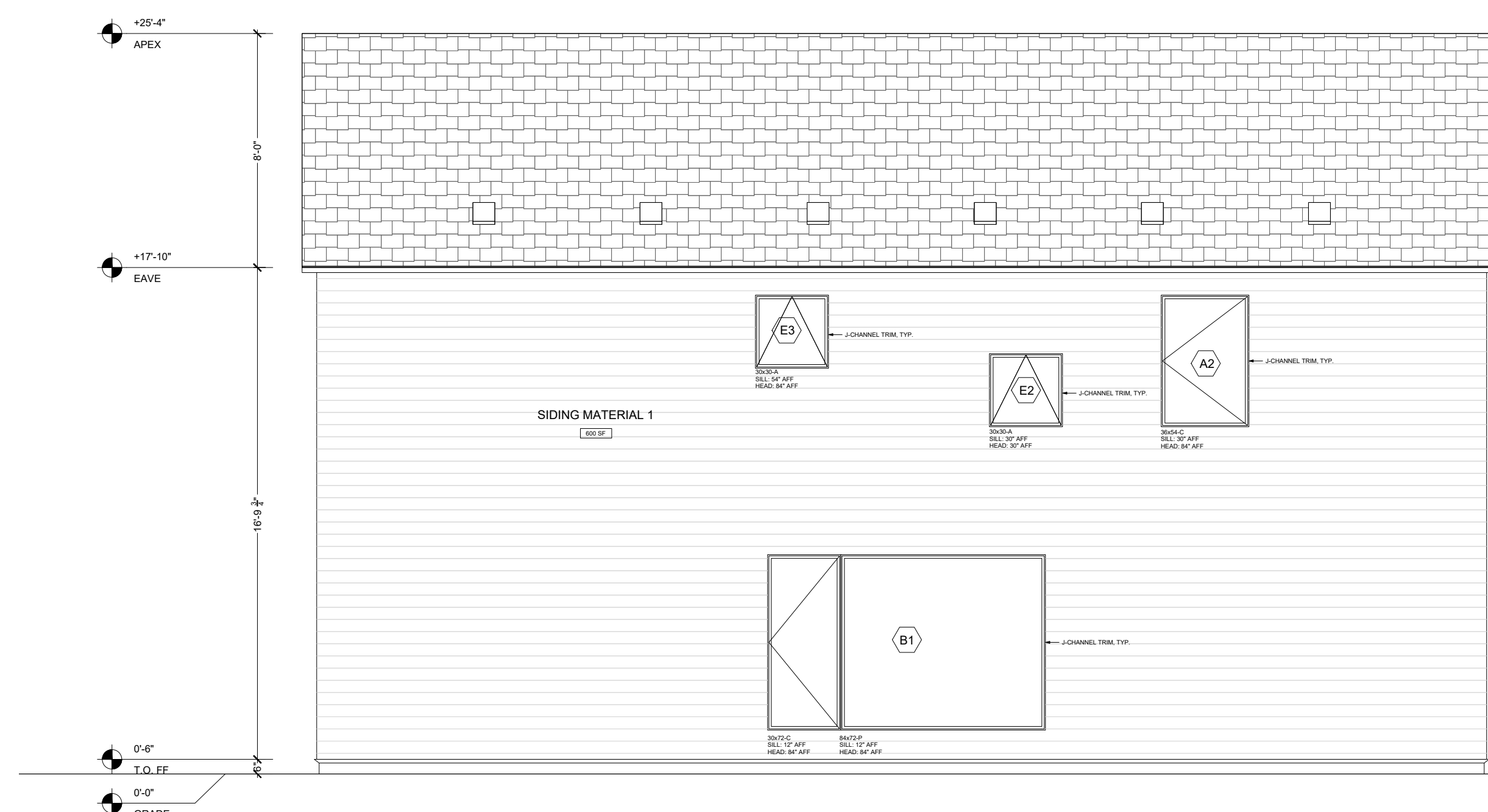
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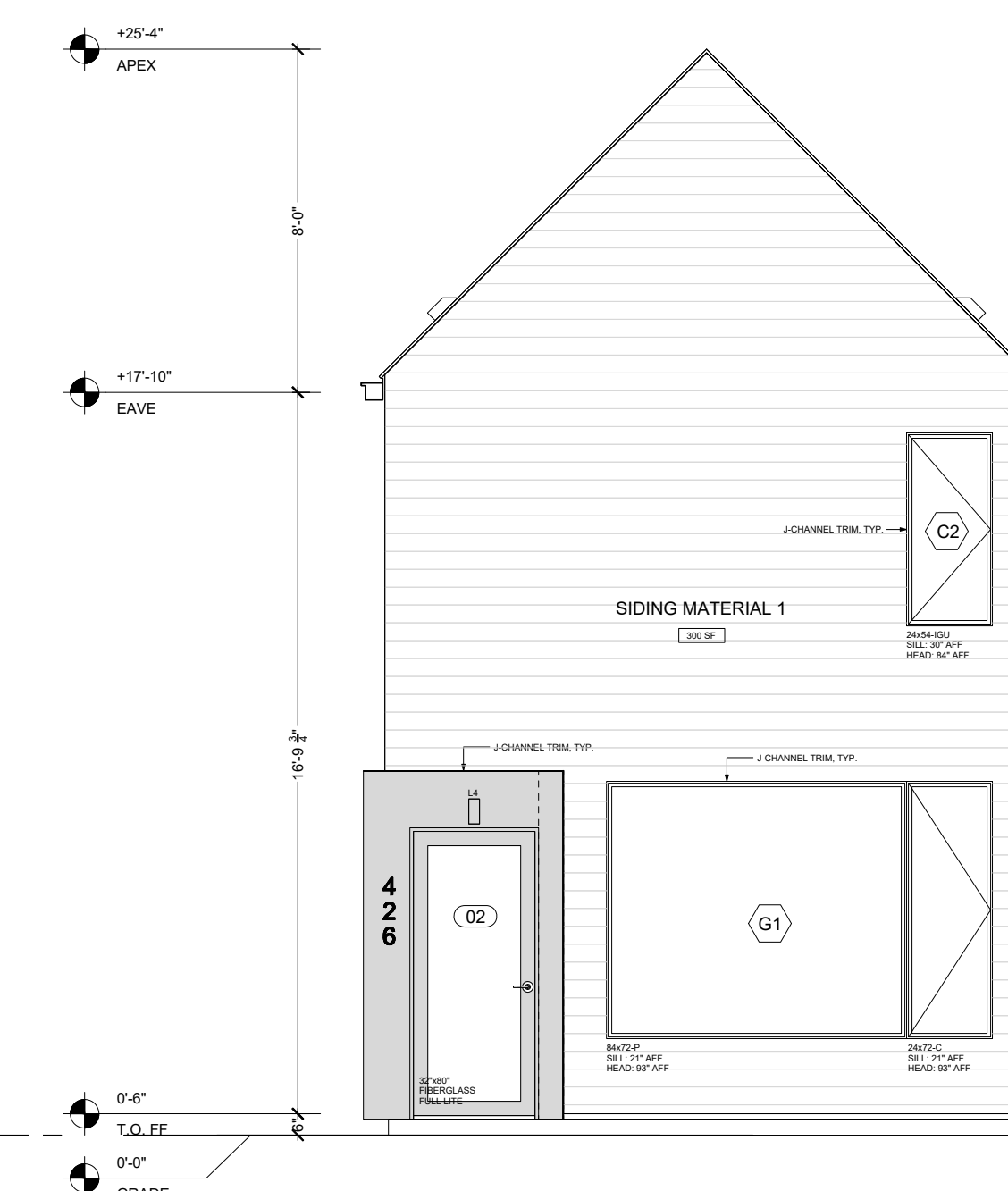
04 BUILDING ELEVATION: North
A200 1/4" = 1'-0"



03 BUILDING ELEVATION: West
A200 1/4" = 1'-0"



02 BUILDING ELEVATION: South
A200 1/4" = 1'-0"



01 BUILDING ELEVATION: East
A200 1/4" = 1'-0"

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BUILDING
ELEVATIONS

A 200

Scale: Noted
Date: 08/18/22

15x40
2-LEVEL
SCHEME

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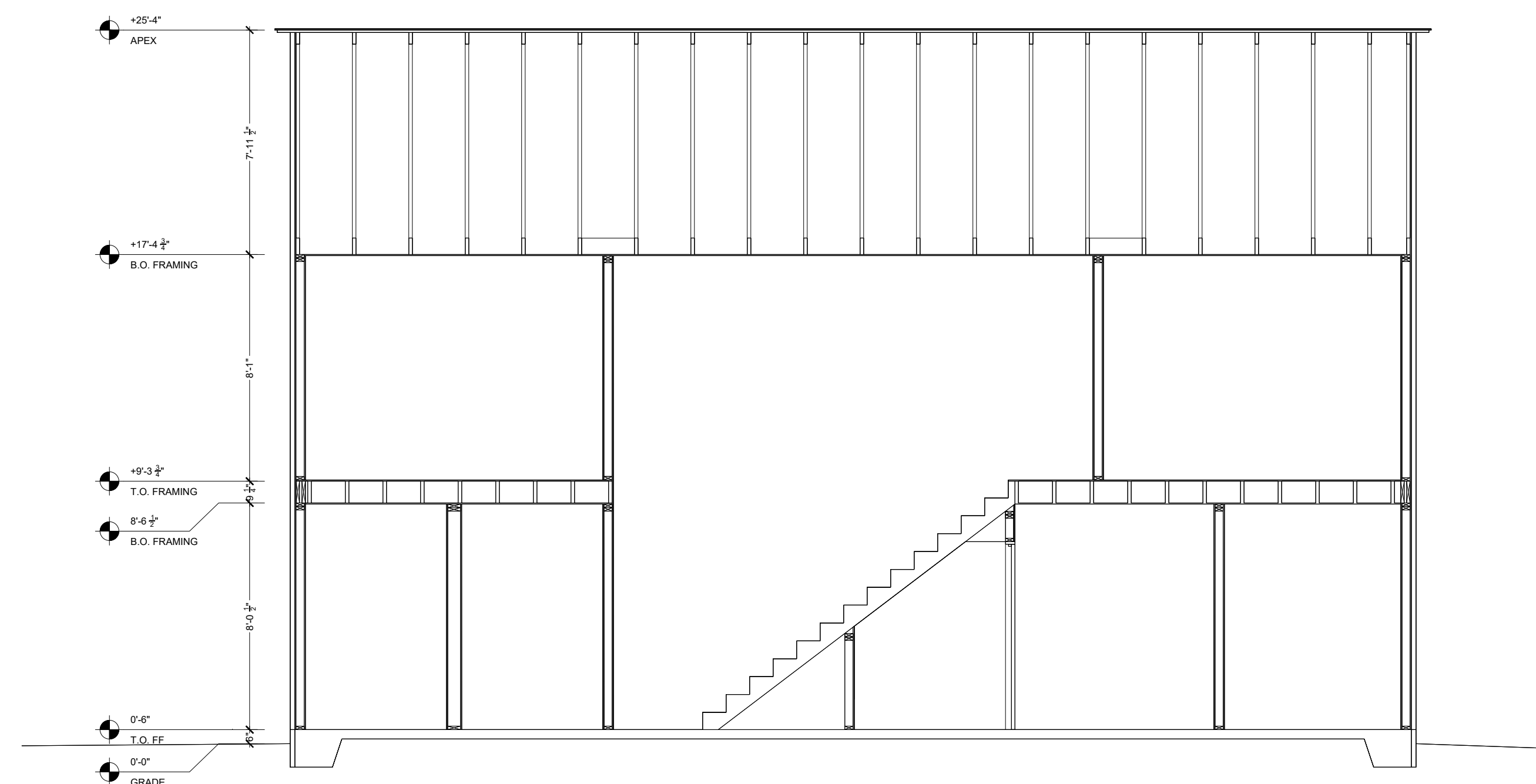
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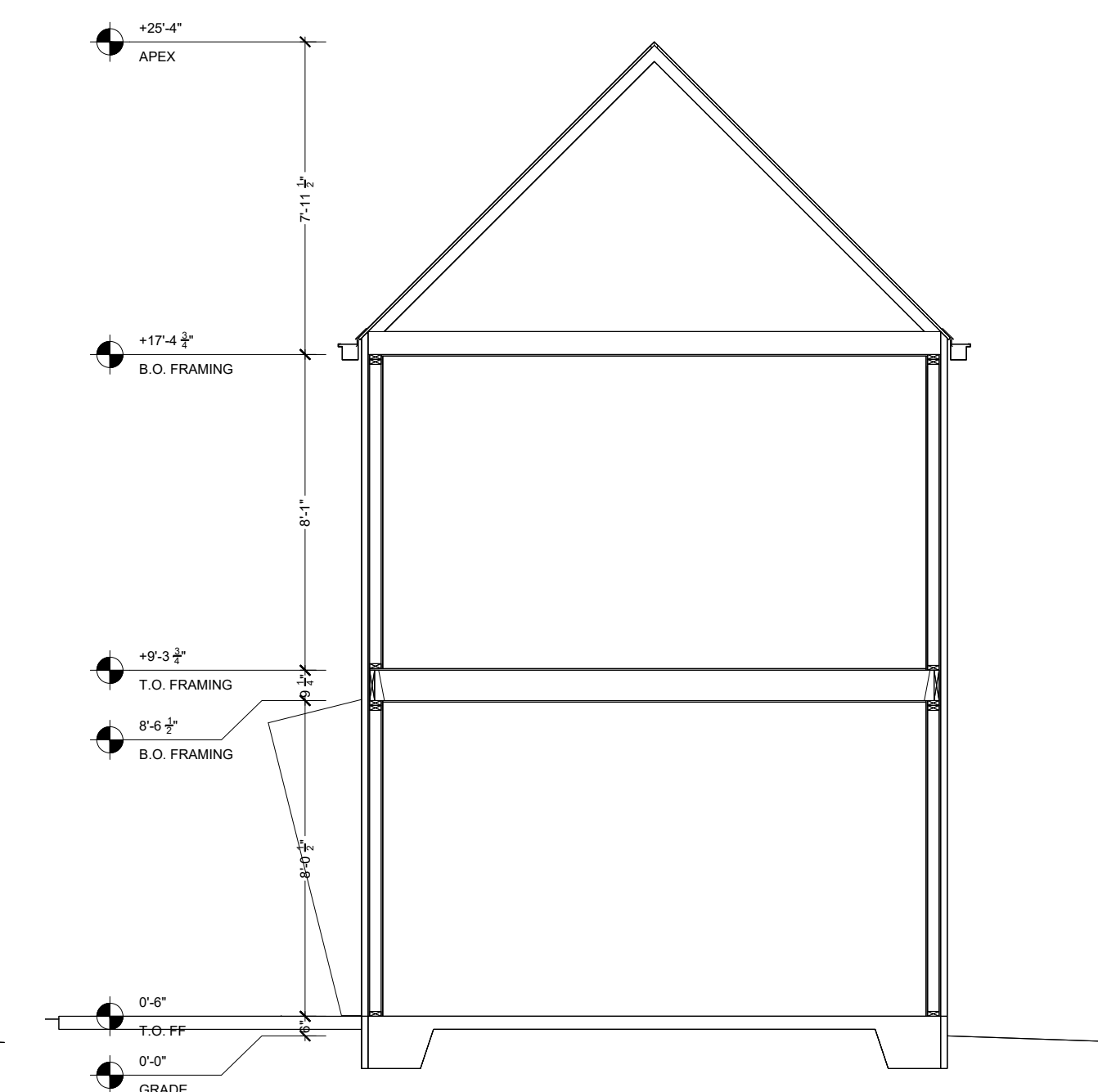
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01 BUILDING SECTION B
A300 1/4" = 1'-0"



02 BUILDING SECTION A
A300 1/4" = 1'-0"

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BUILDING
SECTIONS

A 300

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28x30
2 BEDROOM
SCHEME

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FOR INTERNAL REVIEW
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FLOOR
PLANS

A 100

Scale: Noted
Date: 09/28/22



28x30
2 BEDROOM
SCHEME

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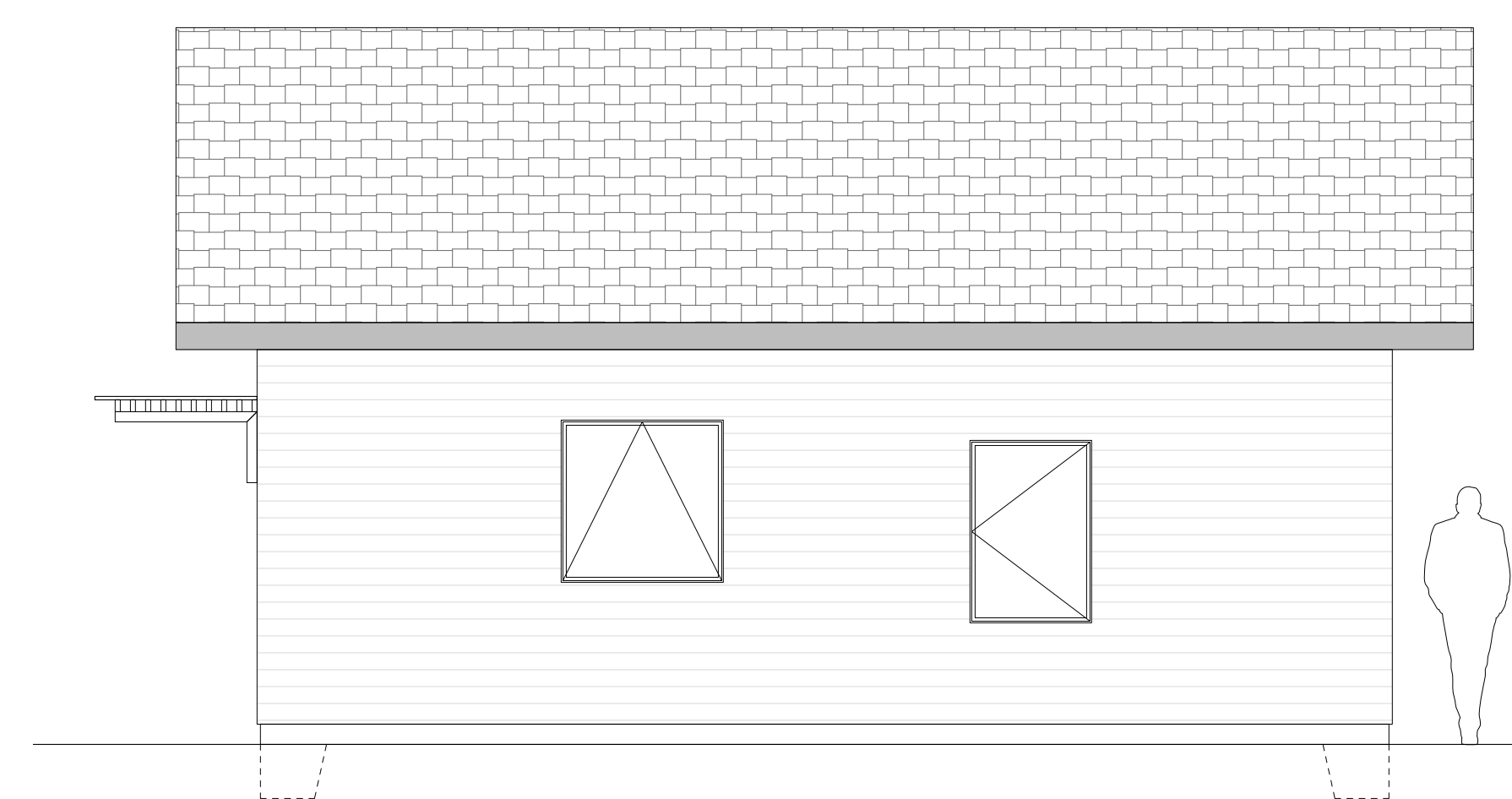
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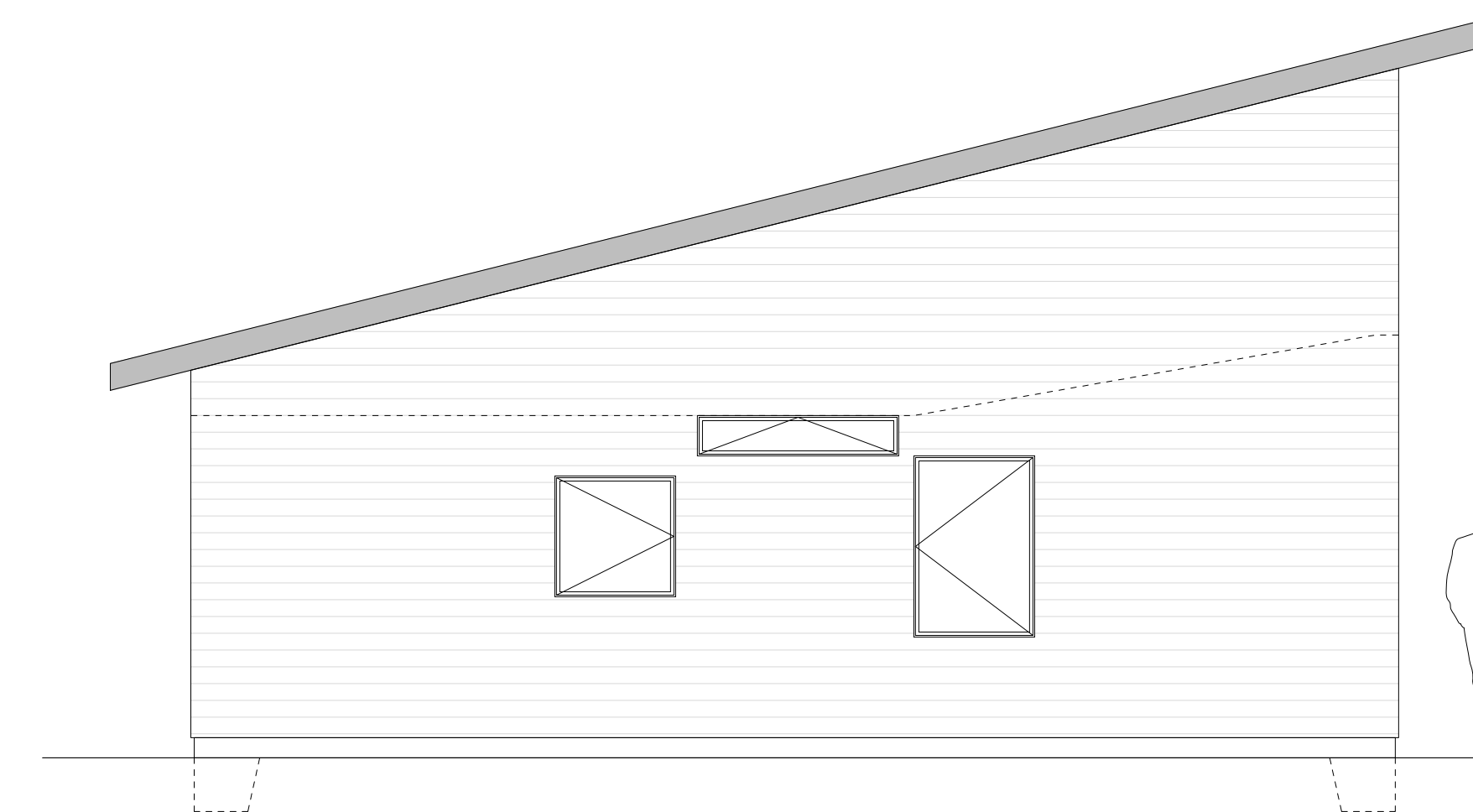
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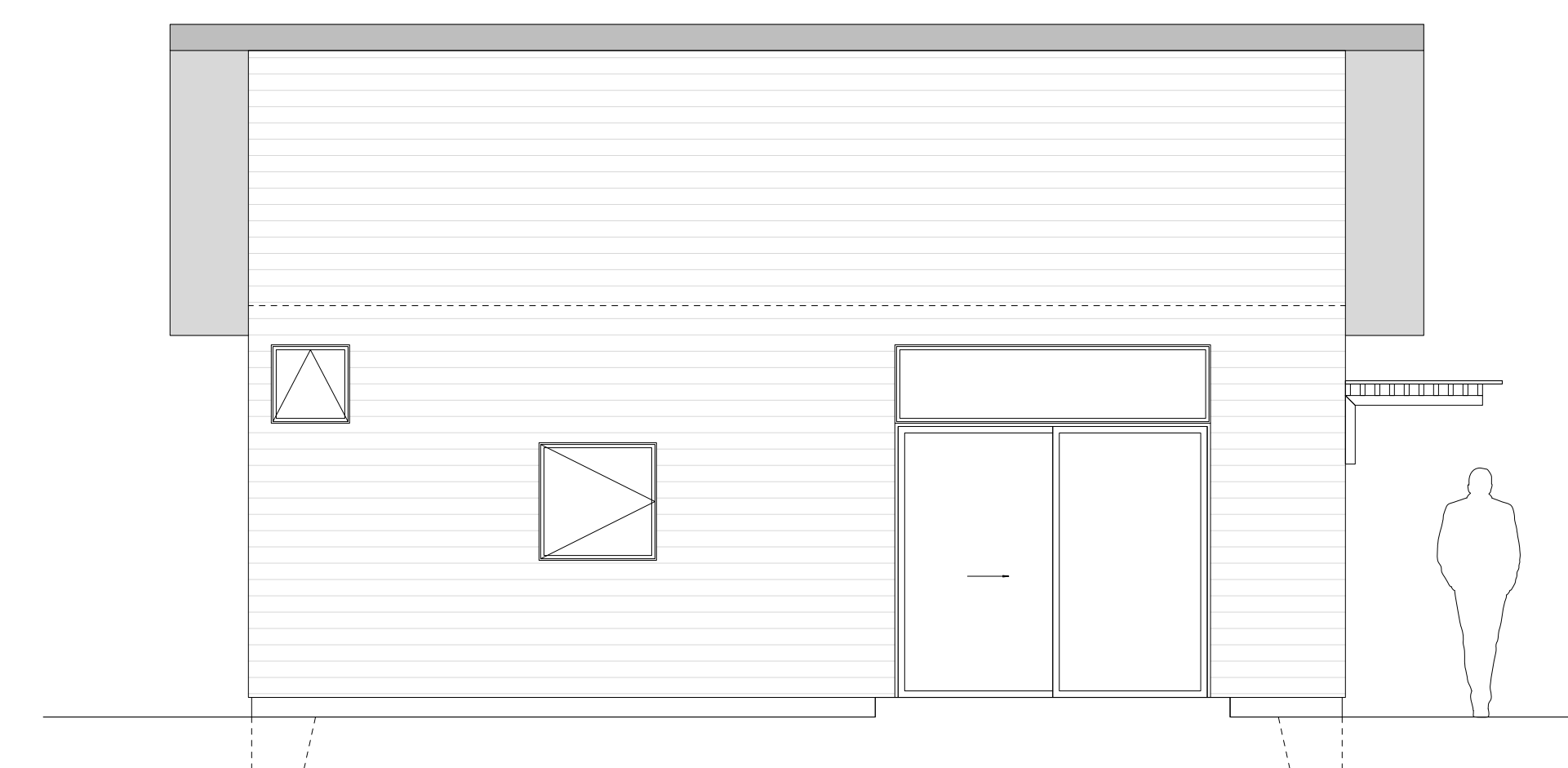
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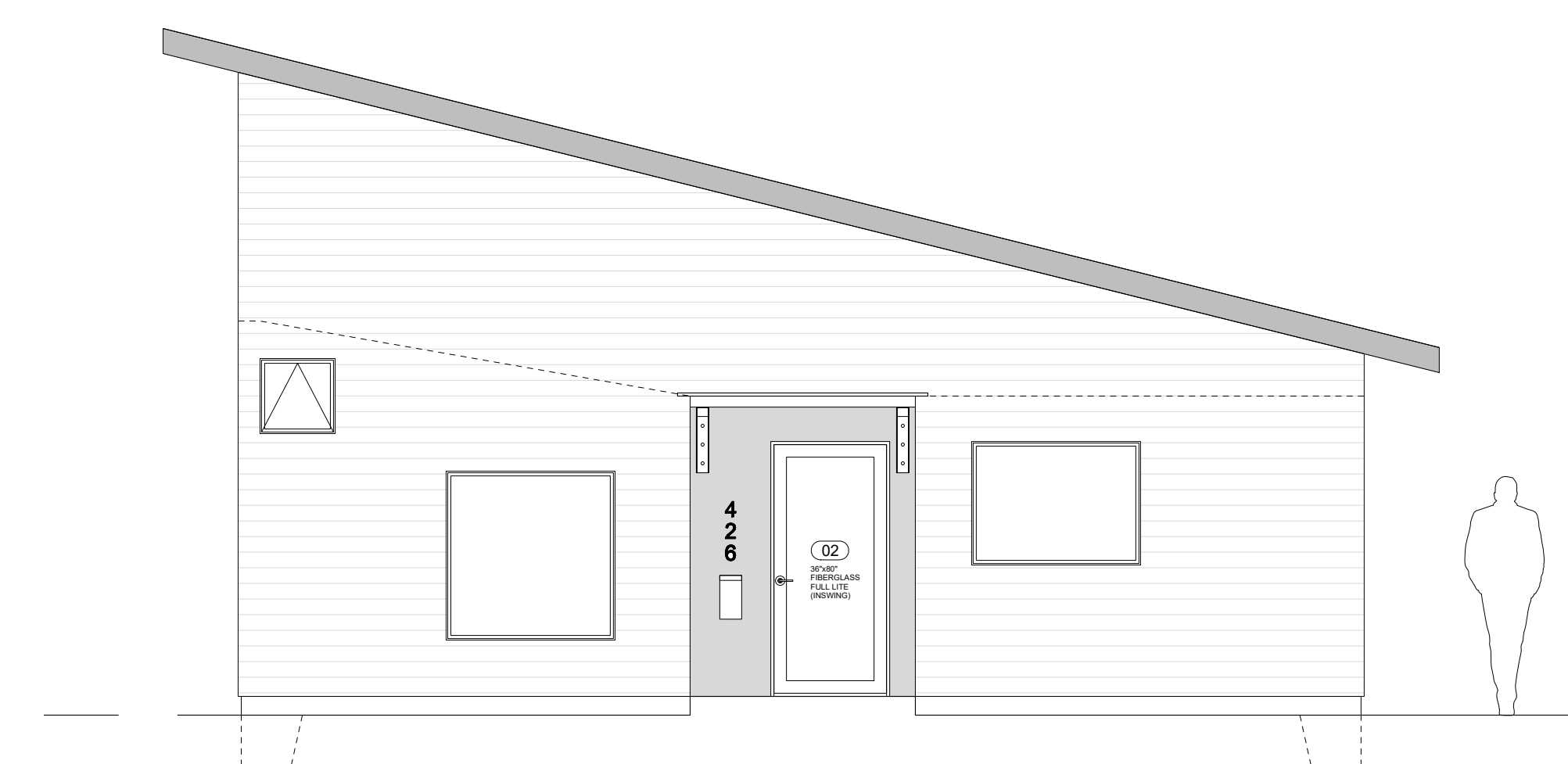
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