

**REQUEST FOR PROPOSAL**  
**Excavation (foundation prep)**  
**South Puget Sound Habitat for Humanity**  
**711 Capitol Way S ste 401**  
**Olympia, Wa. 98503**

**PROJECT NAME:** Deyoe Vista  
**PROJECT LOCATION:** 4405 37<sup>th</sup> ave SE Lacey Wa 98503  
**PROJECT DESCRIPTION:** 8 homes to be completed over approx. 18 months. 4 houses (4-bedroom, 2 bath), 3 cottages (3-bedroom, 2 bath), 1 bungalow (2-bedroom, 1 bath)  
**SCOPE OF WORK:** Excavation (details pg. 3)

**The following pages must be completed and returned with Proposals**

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**PROCUREMENT PROCEDURE**

SPS Habitat solicits bids for the procurement of construction-related supplies and subcontracted services. SPS Habitat makes a good faith effort to include all interested parties in the RFP process. SPS Habitat maintains a list of vendors and solicits RFP responses. In addition, SPS Habitat advertises the availability of RFPs for the construction of Habitat Homes on their web site and social media posts.

This RFP provides the scope of work (EXHIBIT A) and incorporates the permitted plans and specifications as part of the RFP. If there is any conflict between the scope of work in this RFP and the permitted plans and specification, the work described in the permitted plans and specifications shall apply.

Habitat receives in-kind contributions including materials and labor to construct complete homes, which could affect the timeline for construction of the units described in the project description. Foundations for 5 units, (2 houses, 2 Cottages and 1 Bungalow) will be poured in October 2020 estimated completion June 2021. The 3 remaining units (2 homes, 1 Cottage) will be started in Spring 2021 and estimated completion of December 2021.

**CONTRACTOR INFORMATION**

Firm’s registered name (Corporate, DBA, etc): \_\_\_\_\_

UBI#: \_\_\_\_\_ Expires: \_\_\_\_\_ Federal tax ID#: \_\_\_\_\_

Business Type: Corp \_\_\_\_, LLC \_\_\_\_, Partnership \_\_\_\_, S Corp \_\_\_\_, Sole Proprietor \_\_\_\_,

Other (please describe) \_\_\_\_\_

Is your company: Certified Minority Owned? \_\_\_\_Y\_\_\_\_N Certified Woman Owned? \_\_\_\_Y\_\_\_\_N

Mailing Address: \_\_\_\_\_

Name of Principal: \_\_\_\_\_ Title: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

**EVALUATION FACTORS FOR AWARD**

Selection of a vendor to provide supplies, services and/or construction shall be made by evaluating the following factors:

1. Completeness of the RFP submittal.
2. The Vendor’s related experience and past performance.
3. Overall cost of Vendor’s proposal.
4. Ability of Vendor to perform within Habitat’s timeline.
5. Qualified MWESB Firms/ and or Section 3 Firms
6. Participation in State Run Apprentice Programs (our contact for these homes requires us to attempt to meet a goal of 15% Apprentice hours vs Journeymen hours, across all our subcontractors.)

SPS Habitat for Humanity reserves the right to:

1. Reject any or all offers and discontinue this RFP 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.

Labor shall be paid at state residential prevailing wage for Journeymen and Apprentice hours where applicable. Billing for these homes must include a breakdown of Journeymen hours and Apprentice hours where applicable.

**Incomplete proposals will not be considered.**

If your firm is selected to provide the services described under this Request for Proposal, proof of bonding and insurance policies must be provided to Habitat prior to the execution of a contract. A draft of the contract document is attached (EXHIBIT B).

**EXHIBIT A**  
**Please Complete and Return**

**SCOPE OF WORK – Excavation**

**Labor supplied by Contractor:**

- Utility locates coordinated by Contractor.
- Street obstruction permits purchased by Contractor, if required.
- Lot clearing/debris removal from site, as defined per discussions with Owner.
- Excavation for temporary power pole placement lot.
- Excavation/replacement/compaction for municipal utilities, as required.
- Grading of site to design specs.
- Excavation of slab on grade foundations for building units. 3' deep stem walls, per municipal code.
- Dig holes for Drywells.
- Import/export of material, as required.
- Backfill and compaction of the foundation walls. Compacted depth of 12" below top of stem wall.
- Contractor will coordinate with geotechnical firm (Owner's selection) for necessary compaction testing, as required. Contractor is required to achieve acceptable ground compaction results, as determined by the Owner's geotechnical firm, for both the foundation footings as well as the interior compaction of the units for the slab-on-grade foundations.
- Contractor will coordinate with municipal officials for necessary inspections.
- Put down 4" of washed radon rock.
- Backfill Foundation

**Materials supplied by Owner:**

- Building permit
- Lot staking
- Foundation staking
- Dry utility conduit

**Materials supplied by others:**

Off-site municipal utility hookups

**Pricing for dirt work (per unit):**

Unit	Per Unit Labor Cost	Per Unit Materials Cost
House (4-bedroom, 2 bath)	\$	\$
Cottage (3-bedroom, 2 bath)	\$	\$
Bungalow (2-bedroom, 1 bath)	\$	\$

Remit RFP to:

Greg Laura- Chief Operating Officer  
711 Capitol way S ste 401  
Olympia, Wa 98503  
Phone: 360.859.4656  
Email: greg@spshabitat.org

Email submissions are encouraged, and SPS Habitat will reply upon receipt of an emailed RFP as evidence that the deadline was met. Proposals received at the office either by hard copy, fax, or email after the deadline will not be considered. Incomplete proposals will not be considered.

*A complete proposal must include the completion and return of the pages 2 - 4 of this RFP, and schedule of values submitted by the bidder.* The contractor should also review but does not need to submit the Habitat contract to make sure they are capable of following all requirements.

Proposals for subcontracted work can only be accepted from contractors licensed, bonded and insured to work in the State of Washington.

**BASE Bid Amount Including Materials and/or Labor:**

\$ \_\_\_\_\_

**CONTRACTOR’S NOTES / CONDITIONS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**“I hereby certify that the bid amount is correct for the scope of work and schedule of values as specified in Exhibit A, above, and in accordance with the permitted plans and specifications for the identified project location.”**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_