



We build strength, stability, self-reliance *and* shelter.

REQUEST FOR BID

Central Delaware Habitat for Humanity
2311 S. Dupont Hwy
Dover, DE 19901 Phone: 302-526-2366

PROJECT NAME: Central Delaware Affordable Housing and ReStore Expansion

PROJECT LOCATION: 2311 S. Dupont Hwy, Dover, DE 19901, 115 Pine Street, Camden-Wyoming, DE 19934, and land to be determined

SCOPE OF WORK: **Environmental Review Services** in compliance with National Environmental Policy Act 24 CFR Part 50 or Part 58.

DATE OF WORK: Review must be initiated by December 31, 2024

PROPOSAL/BID DUE DATE: **5:00PM EST on Oct. 23, 2024**
Email responses to: Jocelyn Tice at
jtice@centraldelawarehabitat.org

Optional Zoom meeting on **Tuesday Oct. 15, 2024 at 10:30AM** to answer questions.
Email jtice@centraldelawarehabitat.org if you are interested for the link.

I. INTRODUCTION

Central Delaware Habitat for Humanity (Habitat) has developed this Request for Bid (RFB) to help organizations bid specific scopes of work for environmental services related to Habitat.

Habitat is currently building 4-6 homes per year, operating a ReStore, acquiring land and providing other services, so there are ongoing opportunities for firms to bid on work throughout the organization. Since 1990, we have built 85 homes in Kent County and are committed to building decent and affordable homes. Our mission is seeking to put God's love into action by bringing people together to build homes, communities and hope. For more information about Habitat's mission and approach <https://centraldelawarehabitat.org>.

Habitat, as General Contractor and Owner, solicits bids for the procurement of construction-related materials and sub-contracted services. Habitat makes a good faith effort to include all interested parties in the bidding process. Habitat maintains a list of vendors and solicits RFB responses. RFBs are available at <https://centraldelawarehabitat.org/opportunities/>.

II. CONTRACT STRUCTURE

Central Delaware Habitat for Humanity will serve as Owner/Developer and General Contractor for this project. If selected, Respondent firm will enter into a contract with Habitat to provide environmental services for the scope of work outlined in Exhibit A of this RFB.

III. PROCUREMENT PROCEDURE

A. Respondent Instructions

Respondent must submit Bid per instructions below in order to be considered. Incomplete or late bids will not be considered. Bids should be submitted electronically in PDF format.

B. Evaluation Criteria for Contract Award:

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

1. Demonstration of capacity to initiate the environmental review by Dec. 31, 2024 or earlier.
2. Related experience in completing 24 CFR Part 50 or 24 CDFR Part 58 environmental reviews.
3. Must have experience in HEROS
5. Qualification as MBE/WBE/VOBE/SDVOBE/IWDBE firm
6. Overall cost of Vendor's proposal

Habitat for Humanity reserves the right to:

1. Reject any or all offers and discontinue this RFB 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. BID REQUIREMENTS

Please providing the following:

- Overview of Company including number of years completing environmental reviews
- Experience in working with HEROS
- Breakdown of Cost Per Environmental Review – Tier 1 Review and CEST Site Specific Review

EXHIBIT A

Project Description:

Central Delaware Habitat for Humanity has received funding from the Department of Housing and Urban Development (HUD) through Community Project Funding. This project consists of three areas:

1. Land Acquisition
2. ReStore Expansion
3. Transitional Housing / Volunteer Housing

Land Acquisition

Habitat will be acquiring vacant land throughout Kent County. The land has yet to be identified and it may be one large parcel to subdivide or individual lots. All land will be either vacant land or unoccupied homes.

ReStore Expansion

Habitat will renovate the current ReStore building at 2311 S. Dupont Hwy, Dover.

Transitional Housing / Volunteer Housing

Habitat will be renovating the home located 115 Pine Street which is currently owned by Central Delaware Habitat to outfit large volunteer groups. Habitat may also acquire a multifamily unit to renovate for transitional housing for future Habitat homeowners. The location of the multifamily unit has not been identified.

Being that parcels have yet to be determined multiple reviews may be required.

Project Schedule:

Initiate the environmental review by December 31, 2024 or earlier with the locations that are known. Habitat will contact the service provider as other properties are identified. It may take Habitat up to 2 years to identify the properties for this project.

Scope of Work:

The service provider will:

- Complete a HUD Environmental Review in compliance with 24 CFR Part 50 or Part 58 for Community Project Funding for all known properties. Historically, Habitat's reviews have been CEST level, but the service provider will assist Habitat in determining the level of review. At the time of this RFB known sites are 2311 S. Dupont Hwy, and 115 Pine Street.
- Input the review into HEROS for Habitat's Responsible Entity to review
- Communicate with Habitat's Responsibility Entity as needed to complete the review, answer questions, assist with HEROS as needed and make revisions as needed. It is Habitat's goal to complete a Part 58, but if HUD is the Responsible Entity a Part 50 would be completed.
- Complete a Tier 1 Area Wide Environmental Review to cover the future land Habitat will be acquiring. The area will be Kent County. When Habitat acquires the property, an additional site specific review will be completed.
- Each environmental review will be completed upon approval from the Responsible Entity and the RROF is submitted to HUD.

