

Request for Proposals for Ten Manufactured Houses [TDHE Name] [date]

Deadline from Proposal: 5:00 pm, _____, 200__ at [TDHE] office at [address].

[TDHE] the Owner, requests written lump-sum, fixed price proposals to design, build and install ten (10) three-bedroom manufactured houses, each consisting of approximately 1100 square feet. Proposals shall contain two (2) different unit designs, which if selected each of the designs will be used for five units.

Scope of Work

The Owner is seeking proposals from manufactured housing companies for ten (10) moderately sized (approx. 1100 sq. ft.) three bedroom manufactured housing units. One of the ten units shall meet the Owner's requirements for a disabled accessible unit. The work shall cover the manufacture of the unit, delivery and set up at sites selected by the Owner on the _____ Reservation in _____.

Set up shall include the mating, leveling and trimming of each unit.

The Owner will be responsible for the design, construction and cost of the foundations for the units. The foundations shall meet the Owner's specifications. .

The Owner shall be responsible for hooking up water, sewer and electrical lines to each unit and the related costs. However, this work does not have to be completed by the Owner prior to delivery or installation of the units by the Contractor.

The Owner shall be responsible for installation of one (1) access ramp to the disabled accessible unit.

Designs

Proposers shall include in the Proposals two (2) different designs. The Proposal has to include four (4) different colors for the exteriors of the units and four different colors for the interiors of the units and the Owner will have the option of selecting any combination of these colors for each of the ten units.

Designs and Specifications

The design of the houses proposed should generally conform to the attached suggested floor plan (Attachment A) and realignment and modifications is permitted. The Owner understands that designs conforming to the Proposer's standard products are likely to be submitted.

The Owner has prepared the attached Suggested Specifications and Materials Checklist (Attachment B). Proposals submitted must include this form with those Owner's specifications and materials that Proposers intend to use checked off by the individual Proposers.

All Proposals shall contain a single disabled accessible house that minimally contains those Owner's requirements attached (Attachment C).

Proposal

The Owner has publicly advertised the Requests for Proposals from manufactured housing companies and distributors. All Proposals must be submitted along with any other additional materials it wishes the Owner to consider, the information and attachments required by this form. Proposals must be submitted in person or by mail by 5:00 pm, _____, 200__ at either [mailing address] or the [TDHE] offices at [physical address]. Faxed proposals will be considered, however, the risk of mis-transmission, omitted pages and errors in handling at the Owners office shall lie solely with the Contractor when proposals are faxed. Any proposal submitted must state that it will remain open for sixty days. The Owner reserves the right to reject any and all proposals.

Proposals may include whatever material the Contractors wish except they must include the following items at a minimum:

1. Name and address of entity submitting Proposal as well as who is to manufacture the houses and identification of key personnel who will actually manage the work;
2. Names of each partner and owner and all relevant licenses and certifications;
3. A full description of any associations with other firms including dealership agreements;
4. Names, addresses and telephone numbers of at least three references (preferably tribes, tribal housing authorities or other tribal entities);
5. Lists of sales to Indian or public housing agencies within the last two years if any (please additionally provide contact names and telephone numbers);

6. Disclosure of any claims, lawsuits or disputes over work or services previously done in the past five years or currently being performed;
7. A proposed lump sum, fixed price for the ten units and all work to be provided and the statement that the proposal may be accepted any time up to sixty days of its submission.
8. Proof of eligibility for Indian preference (if preference is sought);
9. A statement detailing Indian employment and training opportunities and a plan to provide Indian preference, as well as the number and percentage of both local Indians and other Indians that are anticipated to be employed and trained;
10. Drawings or illustrations of the units and floor plans, including the handicapped unit;
11. A completed Owner's Suggested Specifications and Materials Checklist;
12. Warranties to be provided;
13. Previous Participation Certificate; and
14. Non-collusive Affidavit.

Your summary of the specifications and materials contained in the houses you propose to deliver including the disabled accessible unit.

Indian Preference

The Owner will provide a preference to Indian applicants who are genuinely Indian owned and controlled. Fifteen points of the available rating points are set aside for Indian firms. Firms or individuals seeking such preference must submit evidence of more than 50% Indian ownership and control on or before the submission deadline. A preference application may be obtained from the Owner.

Selection Process

The Owner reserves the right to interview some or all of the parties submitting proposals either in person or by telephone. Selection by the Owner will be based on an evaluation of all responsive and responsible proposals using the following point system as follows:

1.	DESIGN (Maximum 35 points)	
	A. Quality of Layout and Design	0 - 15
	B. Maintenance/Durability (Interior & Exterior)	0 - 5
	C. Energy Efficiency	0 - 5
	D. Level of Conformance to Owners proposed Specifications	0 - 10
2.	QUALIFICATIONS (Maximum 25 points)	
	A. Experience and Reputation of Contractor	0 - 10
	B. Ability to Complete Project on timely basis	0 - 5
	C. Ability to work effectively with Owner	0 - 10
3.	INDIAN PREFERENCE (Maximum 25 points)	
	A. Indian Ownership and Control Contracting Company	15
	B. Plan for hiring and training local and Tribal Member Indians	0 - 10
4.	DEVELOPER'S/CONTRACTOR'S PRICE (Maximum 15points)	
	A. Price Related to Product Provided	0 - 15
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	Total Points Available	0 - 100

The Owner may reject any and all proposals.

Contract

The Contract that will be used and its terms will be mutually agreed except that all terms and conditions of this Request for Proposal, and the funding requirement of the U.S. Department of Housing and Urban Development and the U.S. Department of Agriculture must be complied with. Furthermore, the Contract shall contain warranties mutually agreed upon.

This Request for Proposal is issued this ____ day of _____, 200__.

[TDHE], the Owner

Name

Title

Attachment A -- Owner's Floor Plan

Attachment B -- Owner's Suggested Specifications and Materials Checklist

Attachment C -- Owner's Disabled Accessible Unit Requirements

**OWNER SUGGESTED SPECIFICATIONS
AND MATERIALS**

The [TDHE] is accepting bids for the construction, delivery and set-up of ____ () moderately sized, ____ bedroom (approx. ____ square feet) modular/doublewide manufactured units.

Proposer/Contractor will check-off which of the following components they will include in their proposal:

- Steel I-Beam frame with crown reduction bracing
- 2"x 6" perimeter floor joists
- 2"x 6" cantilever ladder assembly
- 2"x 6" engineered wall studs
- 2"x 6" transverse floor joists, #2 SBF pine set 16" on centers
- 2" x 3" finger jointed mate wall studs
- 2"x 6" headers over all windows and doors
- Engineered roof trusses with at least 3/12 pitch l, 24" o/c
- 5/8" oriented strand board sub floor
- 7/16" oriented strand board roof decking
- 7/16" oriented strand board exterior sheathing
- ¼" underlayment (BBCC luan)
- 25 year asphalt/fiberglass shingles, indicate T-LOC or 3 tab
- ½" High strength gypsum ceiling board, textured
- 5/16" vinyl-covered gypsum interior
- Exterior doors to have wood rails and stiles with extra backing at latches
- R-38 roof insulation
- R-14 floor insulation
- R-19 roll batt wall insulation

- ___ 200 amp electrical service with circuit breakers
- ___ Solid copper Romex electrical wiring
- ___ 40 gallon electric water heater
- ___ Two weather-proof exterior outlets
- ___ A door bell at main entry
- ___ Glass covered light fixtures
- ___ Electric range
- ___ 30" fully vented to exterior range hood
- ___ Double door refrigerator
- ___ Washing machine
- ___ Electric dryer
- ___ Double basin kitchen sink
- ___ PEX system hot and cold water supply
- ___ Whole house main water shut-off valve
- ___ Secondary water shut-offs throughout home
- ___ Porcelain bathroom sinks
- ___ One-piece 60" fiberglass bathtubs
- ___ If offered, showers will be one-piece fiberglass with glass doors
- ___ Two exterior frost-proof faucets
- ___ Schedule 40 ABS drain and waste system
- ___ Electric furnace
- ___ Thermostat with sub base, prep for A/C
- ___ Perimeter heat ducts
- ___ Insulated aluminum heat-duct trunk lines

- ___ Windows to be double-hung, vinyl clad
- ___ Windows to be insulated glass
- ___ Windows to meet access and egress, 5.7 sq. ft. in all sleeping areas
- ___ Both upper and lower window sashes to be easily removable
- ___ Smoke detectors to be interconnected, installed in each bedroom
- ___ Solid oak cabinet doors and drawer fronts
- ___ Kitchen cabinet stiles and rails to be solid oak
- ___ Drawers to four-sided plywood construction
- ___ Drawers will have steel guides and nylon rollers
- ___ Interior doors to be six-panel style
- ___ Interior door latches to be lockable in bedrooms and bathrooms
- ___ White mini-blinds on all windows
- ___ Linoleum to be installed in bathrooms, utility room, kitchen and foyer area
- ___ 100% continuous filament stain-resistant nylon carpet with ½" Redbond carpet padding in all other areas
- ___ 6" metal fascia with 2" x 6" backing
- ___ Roof dormer over entry door
- ___ Screen/storm doors for each exterior door
- ___ Limited lifetime warranty on vinyl siding

Proposer/Contractor: _____

Signature: _____

Date: _____

