



Redevelopment Authority
of Prince George's County

REDEVELOPMENT AUTHORITY OF PRINCE GEORGE'S COUNTY

REQUEST FOR QUOTES NO. 2017-01

Architectural/ Engineering Services

Coral Hills Façade Renovation & Energy Retrofit Grant Program

ISSUE DATE: 1-23-2017

PROPOSAL CLOSING: 2-23-2017

Redevelopment Authority of Prince George's County
REQUEST FOR QUOTES

Architectural/ Engineering Services
Coral Hills Façade Renovation & Energy Retrofit Grant Program

SECTION I: INTRODUCTION

1.1 PURPOSE

The purpose of this Request for Quotes (RFQ) is to solicit quotes from qualified individuals or firms for architectural and/or structural engineering services as may be required by the Redevelopment Authority to implement the **Coral Hills Façade Renovation & Energy Retrofit Grant Program**. The goal of the Coral Hills TNI Single Family Façade Renovation and Energy Retrofit Grant Program is to preserve, improve and enhance existing single family owner occupied residential properties through exterior façade renovations and interior energy efficiency upgrades.

The Coral Hills Façade Renovation & Energy Retrofit Grant Program is funded by the **Community Development Block Grant (CDBG) and Transforming Neighborhoods Initiatives (TNI)**. Through the combined grant funds of CDBG & TNI, income eligible homeowners can obtain a maximum grant award of \$10,000 for eligible exterior and interior façade improvements.

It is anticipated that in 2017 CDBG & TNI funding will address 18-20 properties on targeted streets. The individual or firm that submits the most efficient and reasonably priced quote will be awarded the contract to provide architectural and/or structural engineering services for the Program.. However please note that the maximum budget for the architectural and structural engineering services for the total number of properties to be rehabilitated is \$50,000.

1.2 BACKGROUND

The Coral Hills neighborhood is located in Suitland/Coral Hills TNI Area. **Southern Avenue, Marlboro Pike, Pennsylvania Avenue and Brooks Drive** are the boundaries of the **Coral Hills Neighborhood (Attachment A Boundary Map)**. The majority of the housing stock in Coral Hills is 50-100 years old. Sixty six (66%) of the housing stock was built prior to 1970. Due to age of the homes, lead paint may be present in many homes and will require removal or remediation.

The following are eligible exterior and interior improvements that can be made through the **CDBG & TNI funds**:

1. Painting Façade, replacing windows, doors & lighting, porches, permeable driveway and walkways.
2. Landscaping and code compliance.
3. Energy star qualified programmable thermostats.
4. Energy star rated gas (tank less) water heaters.
5. Dual-flush toilet converters.
6. Weather stripping around doors and windows.
7. Solar Panels
8. Insulation where needed

Rehabilitation must be in compliance with:

1. CDBG Substantial Rehabilitation Standards for Single Family Homes (Attachment 1).
2. Green Building Standards Addendum to the CDBG Substantial Rehabilitation Standards for Single Family Homes (Attachment 2).
3. Applicable section (s) of Prince George's County Building Codes.
4. Historic Preservation Standards where applicable and required by the Maryland State Historic Preservation Officer.
5. Energy Audit recommendations if applicable.
6. Façade Selection Booklet (Attachment 3).

1.3 SCOPE OF WORK

1. Conduct site visits, and assessment of property deficiencies that are eligible for replacement or repair.
2. Develop work specifications for addressing exterior property deficiencies in partnership with a structural engineer (if needed) and designated CDBG& TNI Program Manager (PM).
3. Create schematics, architectural drawings, details and other permit drawings as necessary for the level of project complexity and requirements.
4. Create a landscape and/or conceptual grading plan where required.
5. Assist homeowners in the development of specifications, estimates and bid document.

6. Conduct site visits with PM during construction phase, and approve draw requests from the contractor.
7. Assist homeowners with soliciting bids, review bids and make recommendations to the homeowner.
8. Conduct punch-list walk-through at substantial project completion.
9. Certify substantial completion before final payment.
10. Identify energy star appliances, equipment and fixtures specifications recommended by an energy audit.

1.4 FEE SCHEDULE AND COMPLETION TIMELINE

Firms responding shall state the fee payable for all work identified above per project complexity. In the chart below indicate a flat fee for each individual projects. The program will award grants to approximately 18-20 homeowners. The total quote for all projects shall not exceed \$53,000.

Project Type	Fee (Not to Exceed)	Timeline to Complete (# of Business Days)
Initial Site Visit Property Assessment (Flat Fee)		
Drawings & Schematics (Flat Fee)		
Landscape Plan (Flat Fee)		
Develop Permit Drawings (if Applicable)		
Developing specifications, estimates and BID documents (Flat Fee)		
Structural Engineering Assessment (if needed) (Flat Fee)		
Review Bids & Make Recommendations (Flat Fee)		
Intermediate/Site Visit Progress Reports (Flat Fee)		

Final Site Visit/Certify Completion of Work (Flat Fee)		
Subtotal (Per Project)		
Total (Not to Exceed (\$50,000))		

1.5 SUBMISSION DEADLINE

Submissions are due no later than **12:00pm EST February 23, 2017**. Submit to:

Victor E. Sherrod at Redevelopment Authority 9200 Basil Court Suite 504 Largo, MD 20774. No phone calls please. All questions must be submitted to **Victor E. Sherrod** no later than **12:00pm noon February 13, 2017** at **vsherrod@co.pg.md.us** and will be responded by **February 17, 2017**.