



REQUEST FOR PROPOSALS

COMMERCIAL BUILDING FAÇADE PILOT PROGRAM

City of Flint
Department of Planning and Development

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Questions regarding this Request for Proposals should be submitted via e-mail only to kschronce@cityofflint.com. Respondents shall not direct questions to any other person within the City except as allowed elsewhere in this RFP. Responses to Respondent questions will be aggregated and posted on the following website: <https://www.cityofflint.com/planning-and-development/planning-and-development-procurement-opportunities/>

I. Project Description

Professional services are being sought to complete the rehabilitation of local business storefronts through the City of Flint's Commercial Façade Pilot Program (CFPP) as described herein. The City of Flint is seeking a qualified and licensed firm to provide design and construction services for the CFPP, which will improve the appearance of commercial/ retail buildings and the surrounding site. By visually enhancing the exterior of buildings, businesses increase their property values, maintain marketability, and demonstrate confidence to customers.

The City of Flint Department of Planning & Development is excited about working with local businesses to transform their storefronts through the initiation of this program. For the inception of the program, the City allocated \$75,000 to spur positive economic impact and pride in Flint. The business owner is to contribute 25% of the cost of improvement. The city will provide the remaining 75% to a maximum of \$10,000 for single tenant properties and a maximum of \$20,000 to multi-tenant properties. This is a match program and will require the owner to pay the 25% to the contractor in order for the contractor to receive the remaining 75% from the city.

This program will work to assist business owners, support local businesses, encourage local entrepreneurship and promote reinvestment while strengthening Flint's economic activity and stabilizing its traditional neighborhood commerce centers and city corridors. For the initial round of the program, four neighborhood commercial districts have been identified for eligibility of business owners to participate (see Appendix A).

II. Objectives

The City is particularly interested in implementing projects that address design element goals:

- Eliminating building elements that presents a sense of abandonment, disrepair, or neglect.
- Improving the appearance and condition of a building's façade (and other site elements).
- Promoting collaboration between neighboring businesses to incentive additional investment in the area.
- Increasing business activity by rehabilitating commercial buildings to be attractive and compatible with their surroundings.

Expectations

The following are expectations and will be mandatory for the hired firm:

- Initial Project Discussion – Determination of project scope will be discussed and a meeting schedule with City staff, the Contractor, and the participating Business Owner will be determined. This will allow all parties to remain informed throughout the process.
- Property Survey - A full analysis of the property and site to evaluate its conditions as it pertains to the proposed improvements.
- Project schedule/design development - The City will be provided with a work schedule for the proposed improvements and any necessary drawings.
- Progress Reports - Weekly construction reports will be required to troubleshoot issues.
- Permits - The contractor is responsible to obtain all permits required for this project.
- Inspections – In addition to the required inspections to close out trade permits, there will

be a final inspection required for each storefront with City staff and the Business Owner.

III. Scope of Work

- 1) Design Services: The selected contractor will furnish any necessary renderings and drawings for the project.
- 2) Construction / Installation: The selected firm will provide the appropriate construction and installation services according to the following eligible improvements (but not limited to) for this program:
 - Storefront renovations (façade and windows)
 - Awnings
 - Doors and Entrances
 - Signage
 - Exterior Lighting
 - Exterior Painting
 - Parking Lots
 - Permanent Landscaping

It is expected that property improvements will begin within 1 month of the first business owner signing a Statement of Commitment¹, and City staff will be marketing the program with the goal of enough participating business owners to utilize all city funds within 12 month of the contract being signed between the City and the Contractor.

Program Regulations and Guidelines

- Match program - This a match program that will require the business to pay for 25% of the project costs upfront to the hired firm. The City will pay the remaining the hired firm 75% of costs (not exceeding \$10,000 for single tenant property and \$20,000 for a multi-tenant property) following the match by the business.
- All bidders will be required to certify that they are currently in Good Standing with the City of Flint and up to date on all taxes.
- Project must comply with all ADA guidelines as relevant – the façade improvement funds are not to be primarily used for a business owner to achieve ADA compliance.
- Because this is a federally-funded program through the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, all work must be completed in compliance with ALL HUD rules. These guidelines include but are not limited to environmental impact, historic preservation, prevailing wage, and labor standard issues.
 - Specifically, the Contractor will need to identify the Specific Job Classification(s) from the Davis Bacon Wage Determination MI83 listing (Appendix B) that will be used for the work which will show the minimum hourly wage to be paid.

¹ The Business Owner will sign a Statement of Commitment with the City and will pay their 25% of the cost up front as a deposit. The remaining 75% will be paid to the contractor within 30 days of completion / final inspection.

- Information on Davis-Bacon reporting and requirements, including weekly certified payroll reporting, can be found at:
portal.hud.gov/hudportal/documents/huddoc?id=DOC_12590.pdf

Ineligible Bidders

All bidders will be required to certify that they are not on the U.S. Comptroller General's List of Ineligible Contractors nor any firm, partnership, or association in which they have substantial interest nor any other person, both natural and corporate, having substantial interest in their business is designated as an ineligible bidder or on the U.S. Comptroller General's List of Ineligible Contractors.

VI. Selection process and criteria

The selection committee shall review and rate all the properly submitted proposals against the set of criteria listed below. In addition, the top 2-3 ranked firms may be invited for an interview prior to the final selection.

Criteria:

- Lowest labor costs with fulfillment of RFP requirements
- Understanding of project and expertise for project
- Recent similar project experience
- Ability to start and complete the project with the designated time frame provided in the scope of work section.

Equal Employment Opportunity: Contractor will be required to comply with all applicable federal and state equal opportunity, affirmative action and minority representation laws. Minority and women owned business enterprises (MBE/WBE) are encouraged to apply.

V. Submission Requirements and Instructions

1) Proposal Outline:

- a. A company profile that details Contractor address, contact information (phone number(s), email address, website if available, key personnel and their duties for this project) and identify the principal in-charge (owner) and project manager.
- b. Description of previous projects as it relates to the requested services and understanding of the project.
- c. Statement of Qualifications: Provide state builders license number, description of education, training experience, and any additional relevant experience for each staff member on the project. This information is also required if there are additional entities (joint venture agreement) involved on the project.
- d. Fee Proposal
 - i. Hourly rates for all employees (provide job title – see section on Davis Bacon on page 3 and Appendix 2)
 - ii. Estimated supply costs for:
 1. Windows

- 2. Awnings
 - 3. Doors
 - 4. Signage (name preferred subcontractor if relevant)
 - 5. Exterior Lighting
 - 6. Exterior Painting
 - 7. Asphalt / sealant for parking lots
 - 8. Other items
- iii. Listing of relevant city permits
- 2) Professional references
- a. Provide references associated with the previous project (s) described in this section. Include the person’s name, title, phone number, email address, and company’s name.
- 3) Portfolio samples
- a. Include samples of previous renderings and façade projects (or related assignments).

Proposals should be clearly labeled: “COMMERCIAL FAÇADE PILOT PROGRAM”

Please note: all detailed bids received after 3:00 pm, on Thursday, May 31st, will not be considered. Faxed or electronic bids will be accepted.

It is the submitting party’s responsibility to obtain a signed receipt for their proposal prior to time on the date (deadline) of submission from the City of Flint’s Purchasing Department.

*If your firm is interested in providing the requested services, please submit 1 sealed original and 2 sealed copies of your detailed bid to the City of Flint, Department of Planning & Development (attn: Kevin Schronce)
1101 S. Saginaw St., B107.
Flint, MI, 48502*

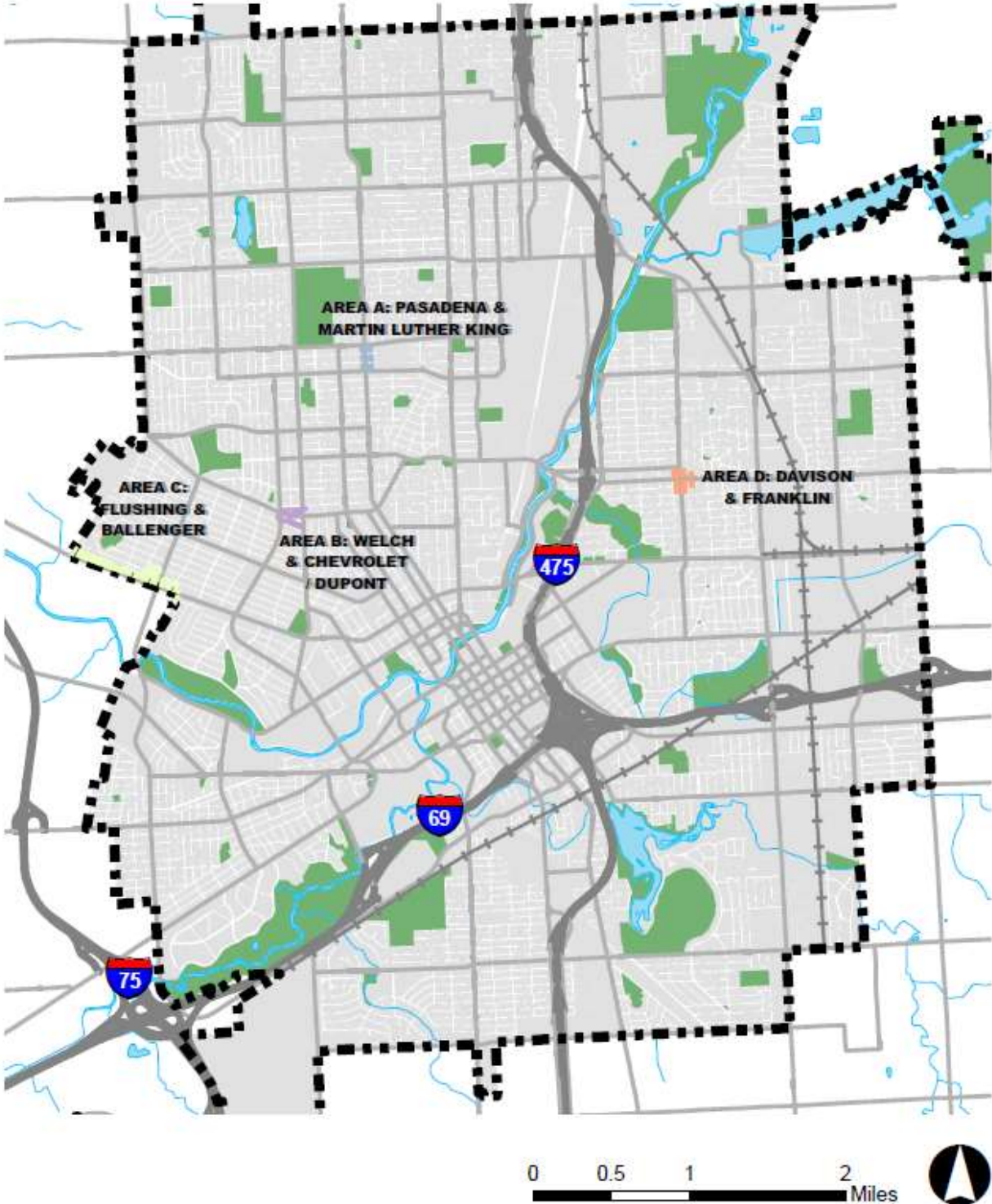
VI. Bid Timeline

Selection Process Timetable

- | | |
|---|--|
| 1. Issuance of RFP | May 3rd, 2018 |
| 2. RFP Response Submission Deadline (3:00pm) | Thursday, May 31st, 2018 |
| 3. Final Selection of Contractor Team | Mid June 2018* |
- * *Subject to change*

Appendix A: Four Target Areas for Initial Funding Round

**City of Flint Neighborhood Planning Implementation:
Facade Improvement Grant Target Areas**



Appendix B: Department of Labor Wage Determination MI83 Form

General Decision Number: MI170083 10/27/2017 MI83

Superseded General Decision Number: MI20160083

State: Michigan

Construction Type: Building

County: Genesee County in Michigan.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.20 for calendar year 2017 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.20 (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2017. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number	Publication Date
0	01/06/2017
1	01/20/2017
2	04/21/2017
3	04/28/2017
4	07/14/2017
5	07/21/2017
6	07/28/2017
7	08/18/2017
8	09/08/2017
9	10/06/2017
10	10/13/2017
11	10/27/2017

ASBE0047-002 07/01/2016

	Rates	Fringes
ASBESTOS WORKER/HEAT & FROST INSULATOR.....	\$ 30.22	16.48

BOIL0169-001 01/01/2016

	Rates	Fringes
BOILERMAKER.....	\$ 33.88	30.39

BRMI0009-014 08/01/2016

	Rates	Fringes
BRICKLAYER.....	\$ 30.60	18.96
TILE FINISHER.....	\$ 27.08	16.17
TILE SETTER.....	\$ 27.08	16.17

FOOTNOTE:

Paid Holiday: Fourth of July, if the worker was employed by the contractor in any period of seven working days before said holiday within the current calendar year.

 CARP0706-001 08/01/2017

	Rates	Fringes
CARPENTER, Includes Acoustical Ceiling Installation, Drywall Hanging, Form Work, and Metal Stud Installation.....	\$ 25.76	20.39

 ELEC0948-001 05/28/2017

	Rates	Fringes
ELECTRICIAN Excludes Low Voltage Wiring.	\$ 35.40	22.18
Low Voltage Wiring.....	\$ 27.36	9.10+27.2%

 ENGI0324-011 06/01/2017

	Rates	Fringes
OPERATOR: Power Equipment		
GROUP 1.....	\$ 37.58	23.30
GROUP 2.....	\$ 34.28	23.30
GROUP 3.....	\$ 31.63	23.30
GROUP 4.....	\$ 29.92	23.30
GROUP 5.....	\$ 29.92	23.30
GROUP 6.....	\$ 24.06	23.30
GROUP 7.....	\$ 21.58	23.30

FOOTNOTES:

Crane operator with main boom and jib 300' or longer: \$1.50 per hour above the group 1 rate. Crane operator with main boom and jib 400' or longer: \$3.00 per hour above the group 1 rate.

PAID HOLIDAYS: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day.

POWER EQUIPMENT OPERATOR CLASSIFICATIONS

GROUP 1: Crane operator with main boom and jib 400', 300', or 220' or longer.

GROUP 2: Crane operator with main boom and jib 140' or longer, tower crane, gantry crane, whirley derrick

GROUP 3: Backhoe/Excavator/Trackhoe; Bulldozer; Concrete Pump; Crane; Grader/Blade; Highlift; Hoist; Loader; Roller; Scraper; Stiff Leg Derrick; Tractor; Trencher

GROUP 4: Bobcat/Skid Loader; Broom/Sweeper; Fork Truck (over 20' lift)

GROUP 5: Boom Truck (non-swinging)

GROUP 6: Fork Truck (20' lift and under for masonry work)

GROUP 7: Oiler

 IRON0025-019 06/01/2015

	Rates	Fringes
IRONWORKER		
REINFORCING.....	\$ 28.30	24.60
STRUCTURAL.....	\$ 33.78	27.84

 LABO0334-005 06/01/2017

	Rates	Fringes
LABORER: Landscape & Irrigation		
GROUP 1.....	\$ 20.32	6.80
GROUP 2.....	\$ 18.32	6.80

CLASSIFICATIONS

GROUP 1: Landscape specialist, including air, gas and diesel equipment operator, lawn sprinkler installer, skidsteer (or equivalent)

GROUP 2: Landscape laborer: small power tool operator, material mover, truck driver and lawn sprinkler installer tender

 LABO1075-002 06/01/2017

	Rates	Fringes
LABORER		
Common or General; Grade Checker; Mason Tender - Brick/Cement/Concrete, Pipelaye; Sandblaster.....	\$ 22.61	13.41

* PAIN1052-001 06/01/2017

	Rates	Fringes
PAINTER		
Brush & Roler.....	\$ 23.75	12.65
Spray.....	\$ 25.10	12.65

* PAIN1052-004 06/01/2017

	Rates	Fringes
DRYWALL FINISHER/TAPER		
Drywall sanding.....	\$ 25.62	12.55
Hand work.....	\$ 26.02	12.55
Machine work.....	\$ 26.32	12.55

 PLAS0016-005 04/01/2014

	Rates	Fringes
CEMENT MASON/CONCRETE FINISHER...	\$ 25.58	12.88

 PLUM0370-002 06/01/2017

	Rates	Fringes
PIPEFITTER (Includes HVAC Pipe Installation; Excludes HVAC System Installation).....	\$ 36.56	20.60
PLUMBER, Excludes HVAC Pipe Installation.....	\$ 36.56	20.60

ROOF0149-005 06/01/2016		
	Rates	Fringes
ROOFER.....	\$ 26.83	18.33

SFMI0669-001 04/01/2017		
	Rates	Fringes
SPRINKLER FITTER (Fire Sprinklers).....	\$ 34.87	15.84

SHEE0007-008 09/01/2016		
	Rates	Fringes
SHEET METAL WORKER, Includes HVAC Duct and Unit Installation.....	\$ 29.51	10.84

SUMI2011-008 02/01/2011		
	Rates	Fringes
IRONWORKER, ORNAMENTAL.....	\$ 18.48	7.93
TRUCK DRIVER: Tractor Haul Truck.....	\$ 13.57	1.18

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after

award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage

determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

END OF GENERAL DECISION