

REQUEST FOR QUALIFICATIONS (RFQ) ARCHITECTUAL & ENGINEERING SERVICES FOR READING HOUSING AUTHORITY

Date of Announcement: January 13, 2020

Overview

Reading Housing Authority (RHA), 400 Hancock Blvd., Reading, PA 19611 is seeking qualifications from multiple firms to provide Architectural, Landscape, Civil, Mechanical, Structural, Engineering/Design Services, Environmental Consulting, Energy Savings, and Utility Consulting/Auditing Services.

Reading Housing Authority (RHA) is a local government agency charged with administering Federal Public Housing and Housing Choice Voucher Programs for the City of Reading while also serving in the capacity of property manager, service provider and partner entity in a variety of other programs. The mission of the agency is *to provide a foundation for people to find a better home of hope and achieve their aspirations.*

Statement of Work

The purpose of this solicitation is to select qualified firms to perform multiple design and consulting services for projects established by RHA's Physical Needs Assessment and Capital Fund 5 Year Plan. The anticipated projects include, but are not limited to: interior/exterior building improvements; electrical, mechanical and HVAC upgrades; masonry/concrete repair and replacement; paving repair and replacement; boiler plant demolition and replacement; security and CCTV systems; playground design and upgrade; energy savings/utility auditing; new construction surveying; storm water/MS4 survey; professional cost estimating; environmental testing and remediation; and installation of underground gas, water, sewer, electric and communication lines. All identified improvements will meet or exceed mandatory standards set forth by the U. S. Department of Housing and Urban Development (HUD) and those established by local health, safety, fire and building codes. Data shall be delivered in a best practice format for the industry and will include requirements for electronic submissions.

Submission and Award

A Pre-Qualifications meeting will be held at 10:00 a.m. on Thursday, January 23, 2020 at Reading Housing Authority Willis Center for Administration (WCA), 400 Hancock Blvd., Reading, PA 19611. All interested parties are encouraged to attend.

One (1) electronic and four (4) original copies of your qualifications will be due at WCA by 3:30 p.m. eastern standard time on Monday, February 10, 2020.

Qualification-Based Selection (QBS) proposal must contain the following required forms. Failure to include these items may result in discarding of the proposal.

- Non-Collusive Affidavit
- Section 3 Compliance Agreement
- Section 3 Demonstration of Capability

The following documents are for informational purposes.

- Form HUD-5369-B, Instructions to Offerors – Non-Construction
<https://www.hud.gov/sites/documents/5369-B.PDF>
- Form HUD-5369-C, Certifications and Representations of Offerors – Non-Construction Contract
https://www.hud.gov/sites/documents/DOC_12132.PDF
- Form HUD-5370-C, General Conditions for Non-Construction Contracts I & II
https://www.hud.gov/sites/documents/DOC_12587.PDF
https://www.hud.gov/sites/documents/DOC_12588.PDF

QBS proposals will be rated by a selection committee against the following criteria, with the maximum possible points being 240. Each criterion will be given a weight and proposal will be judged on how well they meet that criteria, with the rating multiplier of Low (1 point), Medium (2 points) and High (3 points). Proposers who fail to address a criterion in their proposal will receive a 0-point score for the item. The criterion areas for this QBS are as follows:

| | | Multiplier | Weight |
|---|---|------------|--------|
| 1 | Evidence of the architect/engineer’s or firm’s ability to perform the work, as indicated by profiles of the proposed staff’s professional and technical competence and experience | 0, 1, 2, 3 | 30 |
| 2 | Capability to provide professional services in a timely manner | 0, 1, 2, 3 | 30 |
| 3 | Past performance, in terms of cost control, quality of work and compliance with performance schedules | 0, 1, 2, 3 | 90 |
| 4 | Demonstrated knowledge of local building codes | 0, 1, 2, 3 | 30 |
| 5 | Prior experience on comparable projects | 0, 1, 2, 3 | 60 |

Miscellaneous

RHA is a smoke-free campus. Contractors and vendors are expected to abide by these requirements.