



## Request for Quotes

Envelope Consultant – The Coleman

Quotes Due

September 25, 2025, 5:00PM

Contract Administrator

**Johanna Jimenez**

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Email: [jjimenez@homesforgood.org](mailto:jjimenez@homesforgood.org)



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## BASIC OVERVIEW

<b>RFP Release Date</b>	9/11/2025
<b>Submission Due Date &amp; Time</b>	9/25/2025 – 5:00 pm
<b>Selection of Firm</b>	9/29/2025
<b>Submission Methods</b>	Email jjimenez@homesforgood.org
<b>Agency Contact</b>	Johanna Jimenez jjimenez@homesforgood.org (541)682-2567



## HOMES FOR GOOD OVERVIEW

### WHO WE ARE...

Homes for Good is Lane County's housing agency and our primary work is to help low-income residents with the logistics of affordable housing. At a higher level we are neighbors united to get every Lane County resident who needs help, into a home.

### WHAT WE DO...

- ❖ Rental Assistance Vouchers
- ❖ Help veterans, seniors and people with disabilities find and secure affordable housing
- ❖ Match low-income residents with public and assisted housing units
- ❖ Partner with other community organizations and non-profits to build, finance, and develop affordable housing
- ❖ Connect residents with self-sufficiency programs and wellness supports
- ❖ Work with the low-income community to provide help with weatherization improvements that lower utility bills and keep homes more comfortable
- ❖ Raise awareness about the need for low-income and affordable housing in Lane County

### AFFORDABLE HOUSING ADVOCATES...

We work to raise awareness about the need for – and lack of – affordable housing here in Lane County and more broadly. There is no question that the need for affordable housing will only grow as our population increases and high demand for housing pushes rents and prices up. We believe every person should have a home and that we must proactively and aggressively work toward that goal for the good of our community, state, and nation.

### COMMUNITY ENGAGEMENT

Our goal is to address racial disparities within our organization in our hiring and promotion practices, greater opportunities in contracting and equitable services available to the people we serve. We want to establish Equity as part of our DNA as an organization.



## Request for Quotes

Homes for Good Housing Agency (Agency), the Housing Authority for Lane County, Oregon, requests quotes for an envelope consultant for The Coleman, a new affordable housing development to be located at the corner of Roosevelt Blvd and Hwy 99, tax lot 1704261304502. As of August 2025, Homes for Good has been awarded project funding from Oregon Housing and Community Services. We would like to have a contract with the consultant by October 1<sup>st</sup> so we can begin collaboration with the Architect.

The Coleman will consist of one four-story building. The project consists of a mix of 12 studios and 40 1-bedroom units with a community room and fitness center on the ground floor totaling approximately 49,200 square feet. The ground floor will additionally host Sponsors Inc.'s Reentry Resource Center and provide ample services space for the provider. The structure is four stories of wood frame construction with slab-on-grade. Construction is anticipated to begin the first week of August 2026 and will be completed in August 2027.

BDA Architecture is the project's Architect of Record. Essex General Construction is the Construction Manager/General Contractor.

- ❖ Homes for Good, at its sole discretion, reserves the right to award this contract to more than one firm if it is determined a demand exists.
- ❖ General Conditions and Specifications of work apply to all work done on this contract.
- ❖ All Qualified contractors, especially Minority Business Enterprises and Section 3 businesses, are encouraged to participate in this solicitation.
- ❖ All questions should be directed to the Solicitation Coordinator.

Bids shall be sent in by **September 25, 2025, at 5pm** and can be submitted by email to the solicitation coordinator at [jjimenez@homesforgood.org](mailto:jjimenez@homesforgood.org).

### **Fee Proposal**

Please provide an anticipated total cost for the total scope of work as described in this RFQ.



## Scope of Work

Homes for Good Housing Agency is seeking quotes from qualified professional Envelope Consultant for The Coleman, a new affordable housing development to be located at the corner of Hwy 99 and Roosevelt Blvd.

On behalf of owner, Consultant will provide peer review of BDA's design documents and assist with construction phase consulting services as related to the building enclosure systems. The services need to include the following systems:

- Roofing
  - Flat Roof with Internal Routing for Roof Drains
  - Mechanical Unit Curbs
  - Parapet Conditions Include:
    - Built up Cornice Conditions
    - Parapet Cap
- Building Façade and Cladding Systems
  - Brick Veneer, Fiber Cement Lap Siding, Fiber Cement Panel Siding and Trims
  - Sealants/ Caulking/ Joints
  - Air Barrier / Weather Resistive Barrier
  - Air Barrier System and Compliance with Oregon Code and Earth Advantage
  - Entrance Canopies and Connection Points
  - Penetration Detailing May Include but is not Limited to:
    - VTHP Grilles
    - ERV Grilles or Caps
    - Range Exhaust
    - Hose Bibs
    - Dryer Exhaust
- Glazing and Fenestrations Integrations into the Exterior Façade
  - Punched Windows, Vinyl or Fiberglass Windows
  - Storefront Entry Systems
- Foundation Waterproofing
- Slab on Grade

### Scope of Work:

- A. Peer Review Consulting Services:
  - 1. Perform one (1) peer review of BDA's details and specifications for the above-described building envelope and waterproofing systems. Homes For Good or BDA will provide review drawings two (2) weeks prior to the scheduled report review meeting. Peer Review report to include:
    - a) Review of plans and details for general conformance with material manufacturers' requirements and industry standards.
    - b) Review of project design for general conformance to the project team's design and materials selection decisions.



- c) Flags identifying where additional construction details may be required to adequately depict the design intent.
  - d) Review of construction specifications for conformance with manufacturers' requirements and industry standards.
2. Meet with BDA, Essex Construction, and/or Homes for Good on one (1) occasion via teleconference or virtual meeting to review and discuss our peer review reports and project development. Quote should assume up to four (4) hours for this meeting, including preparation and follow-up.
- B. Construction Phase Consulting Services:
  1. Assist with review of shop drawings and submittals for building enclosure and provide written comments for each review.
  2. Attend at least two (2) onsite pre-construction meetings to assist the project team in providing answers to technical questions regarding the building enclosure (window and wall mock-up, roof pre-construction).
  3. Assist the project team by providing answers to contractor Requests for Information (RFIs) relating to the building enclosure. If requested, provide suggested field directives or recommended supplemental instructions to clarify the intent of building envelope design.
  4. Provide recommendations regarding necessity and scope of window testing.
  5. Perform periodic site observations of the building envelope systems construction and provide a field report of observations and concerns. For this quote, assume the following:
    - a) Conduct at least six (6) site visits to visually assess and observe the construction of building enclosure systems described (this may be combined with the two pre-construction meetings). This also includes a site visit for window testing.
    - b) Observations will be documented with field notes, sketches and digital photographs which will be the basis for each report.
    - c) Include four (4) hours on-site for observations, appropriate travel time, and time to prepare a report for each visit.
- C. Additional site visits, if required, to be provided on a time and expense basis.



## Submission Requirements

Your response to the Request for Quote must contain all the information requested along with acknowledgment of all attachments. A completeness check will be conducted for each submission. Incomplete submissions will not be accepted.

### **Additional Services**

If it should become necessary for Homes for Good to request the organization to render additional services to either supplement the services requested in the RFP or to perform additional work, then such additional work shall be performed only if set forth in an addendum to an engagement letter between Homes for Good and the organization. Any such additional work agreed to between Homes for Good and the firm shall be performed at the same rates set forth in the fee Quote. Submit an hourly fee and per-site visit estimate for additional services.

### **Qualifications**

Include a detailed statement of qualifications for the organization. This should include organizational history, clients presently served, and capacity to complete the scope at The Coleman.

### **Resumes**

Include a resume for all consultants and personnel that will be included in the project.

### **Approach**

Submitted quotes should set forth a work plan and methodology for completing the requested services.

### **Fee Quote**

Please provide a maximum not-to-exceed amount.

### **Certifications & Representations of Offerors**

Offerors should read and complete (as appropriate) all attached documents listed and linked below.





## Expectations & Timeline

### **Insurance Coverage Requirements**

At signing of the Agreement, the awarded Consultant is required to provide the Agency with Certificates of Insurance showing the following Insurance is in force and will insure all operations under the Agreement. Consultant shall not cancel, materially change, or not renew insurance coverages during the period of the Agreement. Any insurance bearing any adequacy of performance shall be maintained after completion of the Agreement for the full warrant/guarantee period.

Nothing contained in the insurance requirements is to be construed as limiting the extent of the Consultant's responsibility for payment of damages resulting from the Consultant's operation under an Agreement with Homes for Good.

### **Consultant's Required Coverage**

- ❖ **Workers' Compensation:** In accordance with State Law, Consultant, its subcontractor, and all employers working under the Agreement are subject employers under the Oregon Workers' Compensation Law and shall comply with ORS 656.017 or otherwise be exempt under ORS 656.126.
- ❖ **Automobile Liability:** For owned and non-owned motor vehicles used on the site or in connections therewith for a combined single limit for bodily injury and property damage of not less than \$500,000 per occurrence.
- ❖ **Commercial General Liability:** The minimum limit of liability shall be \$1,000,000 per occurrence and \$2,000,000 aggregate, written with a combined single limit for bodily injury and property damage.
- ❖ **Professional Liability/Indemnity Insurance (Errors and Omissions)** of \$1,000,000 minimum
- ❖ **Umbrella/Excess Coverage** of no less than \$1,000,000

Consultant's General Liability policy shall name the Agency as Additional Insured for this project, with an attached Endorsement Page, showing the additional insured as:

[ Homes for Good Housing Agency  
100 West 13th Avenue  
Eugene, OR 97401 ]

### **Payment**

Agency will review Consultant's invoice and within ten (10) days of receipt notify Consultant in writing if there is a disagreement or dispute. If there are no such disputes, Agency shall pay the invoice amount in full within (30) days of invoice send date.