

**SOUTH BAY WORKFORCE INVESTMENT BOARD**  
11539 Hawthorne Blvd., Suite 500  
Hawthorne, CA 90250

**REQUEST FOR QUALIFICATIONS (RFQ)**

**CONSTRUCTION CONTRACTORS SERVICES FOR SINGLE UNIT  
RESIDENTIAL HOME REHAB AND REPAIR PROJECT**

<b>Release Date:</b>	<b>February 7, 2022</b>
<b>Deadline for Submission:</b>	<b>On-going</b>
<b>Deadline for Technical Assistance:</b>	<b>Send written requests via e-mail</b>
<p><b>For information about this RFQ or Project, please contact:</b> <b>Justina Munoz, Procurement Manager</b> <a href="mailto:jmunoz@sbwib.org">jmunoz@sbwib.org</a></p>	

**Revised January 31, 2022**

An equal opportunity employer/program.  
Auxiliary aides are available upon request to individuals with disabilities.

## SECTION 1: BACKGROUND AND ELIGIBILITY

### **BACKGROUND**

The South Bay Workforce Investment Board (SBWIB) is a California Workforce Development Board comprised of 51 members representing business, labor, education, economic development, and other local workforce system stakeholders. SBWIB provides oversight of the federal Workforce Innovation and Opportunity Act (WIOA) programs and services of the South Bay Workforce Development Area (SBWDA) and develops policies to ensure compliance and effective operations.

The South Bay Workforce Investment Board, Inc. (SBWIB, Inc.) was established in 2000 as the non-profit arm of the SBWIB, a joint powers authority of eleven cities, which comprise the SBWDA. As a 501(c) 3 non-profit corporation, the SBWIB, Inc. administers more than \$50 million dollars in federal, state and county contracts under the oversight of the SBWIB. Services are provided to more than 30,000 residents and hundreds of employers annually in the SBWDA through four South Bay One-Stop Business & Career Centers (America's Job Centers of California), which are located in the cities of Inglewood, Carson, Gardena, and Torrance.

### **PURPOSE**

The South Bay Workforce Investment Board, Inc. (SBWIB, Inc.) is seeking to select and qualify experienced, competent individuals or companies to provide a broad array of specialized and technical services in support of its mission and services.

### **SOLICITATION**

SBWIB, Inc. hereby solicits proposals from qualified individuals or companies to provide contractor and labor services to assist to implement and accelerate the rehabilitation of eligible single-unit residential homes in selected service areas (2nd District, Los Angeles County); to eliminate unhealthy and unsafe living conditions, including but not limited to asbestos, mold, and code deficiencies. The SBWIB, Inc. is a recipient of funding by the County of Los Angeles, Community Development Block Grant Programs (CDBG), under the Los Angeles County Development Authority (LACDA) to provide rehabilitation and improvements to approximately 8 housing units. Respondent's response is considered agreement and acknowledgement to comply with the requirements set by the County of Los Angeles, Community Development Block Grant (CDBG), Los Angeles County Development Authority (LACDA), its agents and the SBWIB, Inc. Additionally, all contractors/subcontractors are required to comply with the County of Los Angeles and Los Angeles County Development Authority approved ordinances for COVID-19 Vaccination and Certification.

Additional information about CDBG programs can be found at:

<https://www.lacda.org/community-development>

### **ELIGIBILITY**

Individuals or companies possessing the appropriate capacity and demonstrated ability to provide the services outlined in this RFQ are eligible to apply. Respondents will be deemed eligible for pre-qualification based on their completeness and responsiveness to this RFQ. **SBWIB, Inc. encourages submission from small businesses, minority-owned firms, and women's business enterprises.**

Please note: SBWIB, Inc., which operates on behalf of the SBWIB, is prohibited from awarding funds to any entity debarred or suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs in accordance with DOL regulations at 29 CFR Part 98, U.S. and Department of Housing and Urban Development Title 2, Code of Federal Regulations (CFR), Parts 180 and 2424, and the County of Los Angeles.

Additionally, all contractors/subcontractors are required to comply with the Los Angeles County Development Authority approved ordinances for COVID-19 Vaccination and Certification.

### **Contractor Eligibility Screening Process for Housing Rehabilitation and Repair Projects**

In an effort to ensure that all housing rehabilitation projects are performed and completed to industry standards and health and safety standards, any individual or company applying for inclusion in the Home Rehab and Repair Project (HRRP) Contractor List must go through a thorough pre-screening process.

In order to qualify and respond, respondents shall meet the following requirements:

- Be a licensed Contractor by the State of California, and be bonded
- Insured for at least \$2,000,000 (general liability), as warranted
- Have worker's compensation
- Have professional liability insurance (\$2,000,000); as warranted
- Have valid automobile insurance coverage
- Be able to successfully operate a small business
- Have adequate financing and credit resources to complete projects
- Provide the names and addresses of at least 3 clients who can provide a professional reference
- Know building codes and laws relating to construction
- Complete work on schedule, keep appointments and be on time
- Organize and coordinate construction tradespersons
- Communicate with all parties
- Follow up complaints and call backs
- Negotiate a resolution of disputes
- Follow Program guidelines

### **Contractor Eligibility Screening Process for ACHHD Lead Hazard Repair Projects**

Additionally, contractors solicited may be required to meet additional requirements for lead-hazard reduction jobs that are generally paint film stabilization (repainting using lead-safe work methods), minor carpentry which might include repairing or replacing doors, trim, windows, siding, or stairs, cleaning, and minor landscaping. We are looking for competent painting (C-33) and general building (B) contractors capable of handling projects which may vary both in nature and size.

In order to qualify and respond, contractors shall meet the following requirements:

- **Have an active State of California Contractors State License Board license in the classification of C-33 (painting) and B (general construction).**
- Have valid automobile insurance coverage

- Have current worker's compensation insurance
- Have good references
- Have current general liability including pollution (lead) insurance with the limits of \$1,000,000 per occurrence and \$50,000 property damage, as warranted.

## **SECTION 2: SERVICES SOLICITED**

It is the intent of the SBWIB, Inc. that all respondents possess appropriate background, experience, and current licenses to work with and under the direction of the SBWIB, Inc. to provide a comprehensive framework of support to the targeted communities. As part of the **Home Rehab and Repair Project**, all solicited services will provide opportunities for rehabilitation of eligible single-unit residential homes to eliminate unhealthy and unsafe living conditions, including but not limited to asbestos, mold, and code deficiencies. ***Approximately 8 rehab projects are planned with an estimated planning budget of \$5,000 - \$10,000 per each housing unit, which includes materials, supplies and labor.*** Services will be provided in accordance with the Department of Housing and Urban Development (HUD), the County of Los Angeles, Los Angeles County Development Authority and the Community Development Block Grant (CDBG) Program, which includes the Housing and Community Development Act of 1974.

SBWIB, Inc. has specific interest in the following services under this RFQ. **Respondent may address and apply to one or more of the following services.**

**Home Rehab and Repair Project Services** - Describe your capacity and ability that will include, but is not limited to, the following:

- Ability to work with SBWIB, Inc. management and staff to develop and implement and accelerate the HRRP programs including adhering to program goals, costs and timelines;
- Ability to be operational and provide services immediately, upon selection;
- Ability to work on-call by rehab project and or under contract through the term of the project (preferred);
- Ability to identify, assess, conduct walk troughs and qualify residential homes, as needed;
- Ability to prepare in writing estimates and or bids for specific type and units of work in need (repairs), materials, cost and labor required for each residential rehab;
- Ability to work within approved bid/lump sum for individual home repair projects that includes the scope of work, schedule, and budget;
- Ability to provide oversight of home repair projects, including providing own supply of laborers or helpers or trainees;
- Ability to provide home improvements services that include, but not limited to roof repair, electrical repair, flooring work and framing/drywall repairs, and the replacement of windows, doors, water heaters, central heating/wall heaters, insulation/weather stripping, and other related energy efficiency work;
- As needed, ability and compliance when testing for asbestos, and lead-based paint requiring proper removal, disposal and or handling of the materials;
- Ability to coordinate and file necessary requests to the SBWIB on behalf of the County within 10-day of work completion of the rehabilitation/construction activities to conduct a Contract and or Labor Compliance File Review;

- Acknowledgement to track, prepare and submit required project data, reports, and or other communication regarding completion of each rehab project;
- Acknowledgement of participation at regularly meeting with SBWIB, Inc. management or staff to review and support project progress and outcomes;
- Other duties as requested by the SBWIB, Inc. Chief Executive Officer or his designee.

### **SECTION 3: PERIOD OF SOLICITATION**

This RFQ is issued on an on-going, as needed basis based upon need and available funding. Interested parties desiring to be placed on the pre-qualified list may inquire at any time.

### **SECTION 4: SUBMISSION REQUIREMENTS**

#### **SUBMISSION GUIDELINES**

The SBWIB, Inc. is requesting that only Respondents with the expertise, experience and licensing apply. Qualified respondents may respond to one or all services listed in Section 2: Services Solicited. **SUBMISSION DUE DATE: On-going**

**Electronic copy** may be sent via email, however, all signature pages must be in full color (**blue ink preferred**). The electronic file should be addressed to: [jmunoz@sbwib.org](mailto:jmunoz@sbwib.org). The subject line should read: **Construction Contractor Services RFQ Response.**

**Mail or Delivery** - Respondents must submit an original and two copies of their response to this RFQ.

Proposals accepted as responsive will be reviewed only as originally submitted by the deadline. Upon receipt by the SBWIB any and all proposal will become the property of SBWIB.

The proposal must be mailed or personally delivered to:

**South Bay Workforce Investment Board  
Attn: Justina Munoz  
Procurement Manager  
11539 Hawthorne Blvd., 5<sup>th</sup> Floor  
Hawthorne, CA 90250**

**Note: Prior arrangements for any hand delivered proposals must be made in advance of delivery and will be subject to COVID-19 screening protocols by the SBWIB. Please email [jmunoz@sbwib.org](mailto:jmunoz@sbwib.org) for arrangements.**

#### **TECHNICAL ASSISTANCE**

Technical assistance will be provided through a written question and answer format. Please send all inquiries and questions in writing by email to Justina Munoz at: [jmunoz@sbwib.org](mailto:jmunoz@sbwib.org)

## SECTION 5: PROPOSAL FORMAT

### **RFQ RESPONSE FORMAT AND INSTRUCTIONS**

All proposals must be completed to indicate the services the Respondent is prepared to offer and should clearly demonstrate and Respondent's interest and ability to provide such services. The proposal should utilize a 12 point professional font (Arial or Times New Roman), one-inch margins, page-numbers, table of contents, and the following components.

- Completion and submission of Attachment 1 – Request for Qualification & Quote Cover Page
- Completion and submission of Attachment 2 – Selection of Services
- Completion and submission of Attachment 3 – References
- *Copy of Contractor License and Insurance(s) to be made available upon request*

*\* In the event it becomes necessary to revise any part of the RFQ, such information will be posted on the SBWIB website at [www.sbwib.org](http://www.sbwib.org). Respondents are encouraged to monitor the SBWIB website for updates to services solicited and other revisions as necessary.*

## SECTION 6: EVALUATION CRITERIA

### **PROCESS**

All proposals will be evaluated by a RFQ Evaluation Team. The Evaluation Team will review and score each proposal based upon evaluation criteria published in this RFQ. The SBWIB, Inc. may, at its discretion, request presentations by or meetings with any Respondents to clarify or negotiate modifications to the proposals.

### **PROPOSAL CRITERIA**

Selection of any or all of the services contained in the **Section 2: Services Solicited** will be made from the list of prequalified Respondents resulting from this RFQ. The following criteria will be used to pre-qualify one or more Contractor(s):

- Qualifications, experience, and verifiable Contractor license
- Ability and capacity to provide needed services
- Demonstrated knowledge, expertise, and success in serving proposed area of work
- Ability to be operational immediately upon selection
- Cost effectiveness (ability to accept and perform work within prescribed project allocation)
- Other factors relevant and deemed to be in the best interest of the SBWIB, Inc. as determined by the Chief Executive Officer

Proposal responses will be evaluated to determine a pass or fail rating. A recommendation will be made to the SBWIB, Inc., Chief Executive Officer to place Respondent(s) that achieve a pass rating, on a pre-qualified list for the Home Rehab and Repair Project (HRRP) and for a period of three (3) years to be utilized and contracted on an as needed basis.

The arrangement of criteria is not meant to imply order of importance in the evaluation process. Any award is subject to funding availability and the provisions of the awarded funds. SBWIB, Inc. reserves the right to recommend multiple proposals for funding approval. In the event that the selected

Respondent recommended fails to provide services as outlined in the agreement or their proposal, SBWIB, Inc. may select an alternate Respondent from the HRRP list.

## **SECTION 7: GENERAL PROVISIONS AND DISCLAIMERS**

SBWIB, Inc., as a recipient of State, Federal and County funds, subscribes to the practices below and will fully comply with Federal, State, and Local laws and directives governing non-discrimination, equal opportunity, and affirmative action in all activities.

- No person shall be discriminated against whatsoever on the grounds of race, religion, color, age, sex, physical handicap, or national origin.
- No person shall because of race, religion, color, age, sex, physical handicap, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded entirely or in part by the City, the State, or the Federal Government.
- Affirmative Action shall be taken by all levels of governments, where necessary, to support the underlying objectives of said anti-discrimination policies

To further support policies relative to affirmative action, equal opportunity, and nondiscrimination, SBWIB, Inc. encourages small and minority businesses and women's business enterprises to submit a proposal. Respondents are encouraged to indicate in their RFQ response if they are a certified minority business as certified through the State of California.

A listing of certified minority businesses, as well as the services and commodities they provide is available from the Department of General Services 916-375-4940. The listing is published on the Internet at: <http://www.bidsync.com/DPXBisCASB>.

### **GENERAL DISCLAIMERS**

1. All responses to this RFQ become the property of SBWIB, Inc. and will not be returned to the respondent. At such time a final award or contract is made, all proposals submitted in response to this RFQ become a matter of public record and shall be regarded as public records, with the exception of those elements in each proposal which are defined and marked by the respondent as business or trade secrets, and marked "Trade Secret", "Confidential" or "Proprietary", or if disclosure is required under the Public Record Act. Any proprietary information submitted in response to this request shall be clearly marked and will be handle in accordance with applicable federal and state procurement regulations. Neither cost information nor the total response will be considered proprietary. This policy and award of quotes provisions herein neither are solely for the fiscal responsibility and benefit of SBWIB, Inc., and confer nor rights, duties, or entitlements to any respondents.
2. SBWIB, Inc. reserves the right to reject any or all proposals, to accept or reject any or all items in the proposal and to award contracts in whole or in part as deemed to be in the best interest of SBWIB, Inc. SBWIB, Inc. reserves the right to negotiate with any Respondent after proposals are reviewed, if such action is deemed to be in the best interest of SBWIB, Inc. SBWIB, Inc. reserves the right to award multiple contracts for specific services as deemed in the best interest of SBWIB, Inc.
3. No costs will be paid to cover the expense of preparing a proposal or procuring a contract for services or supplies prior to execution of a contract.

4. SBWIB, Inc. reserves the right to cancel all or any part of this RFQ at any time without prior notice and reserves the right to modify the RFQ process and timeline as is deemed necessary.
5. Proposals submitted for funding consideration must be consistent with, and if funded, operated accordance with the funding source's applicable federal, state or county regulations, policies, including applicable SBWIB, Inc. policies and procedures.
6. Respondents selected for funding must also ensure compliance with the following, as applicable: U.S. DOL regulations 20 CFR Part 652; 29 CFR Parts 96, 93, 37, 2 and 98; and 48 CFR Part 31; 2 CFR Part 200 as applicable.
7. In addition, the SBWIB, Inc. is required to abide by all Workforce Innovation and Opportunity Act legislation and regulations. As applicable, SBWIB, Inc. reserves the right to modify or alter the requirements and standards set forth in this RFQ to meet program requirements mandated by state or federal agencies.
8. This RFQ is a solicitation and not an offer to contract.

## **SECTION 8: CONTRACTING REQUIREMENTS/PROVISIONS**

### **CONTRACT TYPE**

The successful respondent will be offered a cost reimbursement or fixed fee contract. The successful respondent will be a contractor of the SBWIB, Inc.

The successful respondent shall comply with all applicable Federal, State and County laws and ordinances.

In order to contract for funds awarded under this RFQ, the Contractor must:

1. Be legally capable of entering into a contract and be able to provide proof of the ability to administer the terms and conditions of this RFQ (i.e., previous experience and licensing).
2. Comply with all applicable provisions of the Americans with Disabilities Act of 1990 (ADA).
3. Lobbyist Ordinance Compliance Certification-Each person, firm or applicant submitting a response to these RFQ creativities that no lobbying activities will be carried out using funds provided by this grant.
4. Certify as a Drug-Free Workplace if awarded the contract, the successful applicant shall warrant and certify it will comply with the California Drug-Free Workplace act of 1990 (Cal.Gov.Code §8350 et.seq.) as amended, including provision of the requisite certification as set forth therein.
5. Compliance with the Occupational Safety and Health Act.
6. Compliance with Work Hours and Safety Standards Act.
7. Compliance with Residential Anti-displacement and Relocation Plan.
8. Compliance with Clean Air Act.
9. Compliance with Energy Policy and Conservation Act.
10. Compliance with the Child Support Act.
11. Compliance with Safely Surrendered Baby Law.
12. Compliance with Zero Tolerance Human Trafficking.
13. Compliance with applicable Confidentiality Requirements.

## **INSURANCE REQUIREMENTS**

Prior to commencing services, the Contractor shall purchase and or submit evidence meeting the insurance requirements per this project that include but not limited to:

- General Liability Insurance – containing errors and omissions coverage in the amount not less than \$2,000,000 combines single limit;
- Automobile Liability Insurance – At minimum, Contractor is required to have automobile insurance at the levels required to meet the standard State of California automobile insurance requirements; as applicable current general liability including pollution (lead) insurance with the limits of \$1,000,000 per occurrence and \$50,000 property damage
- Workers Compensation Insurance (for all employees as applicable) – in accordance with California State Compensation laws;
- Have Professional Liability Insurance containing errors and omission coverage in amounts not less than (\$2,000,000)
- Commercial General Liability – with a combines single limit for bodily injury and property damage of not less than \$1,000,000 (one million) per occurrence to protect SBWIB, Inc. against claims for bodily injury or death and damage, loss, or theft of equipment and property of other. This shall cover the use of equipment and vehicles not covered by Automobile Liability. This shall include premises and/or operations; independent proposers; products and completed operations and contractual liability.

The Contractor must provide a certificate for each of the required insurance naming the **City of Inglewood/SBWIB, Inc. its officers, volunteers and employees as additional names insured at the time of contract**. Said insurance will be required to be maintained in full force and effect during the full term of the contract.

Notice of Cancellation must ensure that each insurance policy shall be endorsed to state that the coverage shall not be suspended, voided, or canceled without 30 days prior written notice to the SBWIB.

## **CONTRACT RENEWAL**

The contract that results from this RFQ may have a provision for renewal. The terms and lengths of any renewal will be established by SBWIB and will be included in the contract provisions. All renewals must be documented in a modification to the contract. Each renewal must be for not more than one year a maximum of two renewals are permitted. Renewal will be contingent upon the contractors' documented and verified established performance.

## **EARLY TERMINATIONS**

The contract that results from this RFQ will have provisions for termination of the contract for failure to satisfactorily perform the tasks that are required. The contract that results from this RFQ may also have provisions, which allow the contract parties to cancel the contract at any time by providing advance notice to other contract parties. The contract will also provide for termination of the contract for lack of funds.

## **MODIFICATIONS**

The contract will have a provision for modifying the contract. Modifications may be necessary to incorporate changes required by Federal, State or County laws and policies. Additional modifications

may be necessary to increase or decrease funds when circumstances that were not known or foreseeable at the time of procurement and which require re-negotiation of the contract.

### **ANTI-ASSIGNMENT/SUBCONTRACTING**

The Contractor acknowledges that if selected by SBWIB, Inc. to perform the services required hereunder, it will be based, in part, upon the Contractor's special skills and expertise. The Contractor shall not assign, subcontract, or otherwise transfer this agreement in whole or in part without the prior written consent of SBWIB, Inc., which SBWIB, Inc. may, in its sole discretion, approve or deny without reason. Any attempted assignment or transfer of its obligations without such consent shall be null and void. No such approval by SBWIB, Inc. of any subcontract shall be deemed in any way to provide for the incurrence of any obligation of the State in addition to the total fixed price agreed upon in this agreement. Subcontracts shall be subject to the terms and conditions of this agreement and to any conditions of approval that SBWIB, Inc. may deem necessary. Subject to the foregoing, this agreement shall be binding upon the respective successors and assigns of the parties.

### **INDEPENDENT CONTRACTOR STATUS**

The Contractor shall, at all times, be regarded as an independent contractor and shall at no time act as an agent for SBWIB, Inc. Nothing contained herein shall be deemed or construed by SBWIB, Inc. the Contractor, or any third party as creating the relationship of principal and agent, master and servant, partners, joint ventures, employer, and employee, or any similar such relationship between SBWIB, Inc. and the Contractor. Neither the method of computation of fees or other charges, nor any other provision contained herein, nor any acts of SBWIB, Inc. or the Contractor hereunder, create or shall be deemed to create a relationship other than the independent relationship of SBWIB, Inc. and the Contractor. Contractor's personnel shall not be deemed in any way, directly or indirectly, expressly or by implication, to be employees of the State. Neither the Contractor nor its employees shall, under any circumstances, be considered servants, agents, or employees of SBWIB, Inc.; SBWIB, Inc. shall be at no time legally responsible for any negligence or other wrongdoing by the Contractor, its servants, agents, or employees. SBWIB, Inc. shall not withhold from the contract payments to the Contractor any federal or State unemployment taxes, federal or State income taxes, Social Security tax, or any other amounts for benefits to the Contractor. Further, SBWIB, Inc. shall not provide to the Contractor any insurance coverage or other benefits, including Workers' Compensation, normally provided by the State for its employees.

### **CONTRACT ADMINISTRATION**

The contract that results from this RFQ will have certain requirements for contract administration. The contractor will be required to comply with appropriate OMB Circulars, State of California policy guidance, and applicable local guidance from the SBWIB, Inc. The respondent must have the technical competence and expertise in management and administration to properly administer the contract.

### **ADDENDA TO THIS REQUEST FOR QUALIFICATIONS**

At the discretion of SBWIB, Inc., if it becomes necessary to revise any part of this RFQ, an addendum will be posted on SBWIB, Inc.'s website. Any clarification will become an addendum to this RFQ. Respondents are responsible for checking the website frequently to remain informed about the procurement process and other information that may affect this RFQ.

## **THE APPEALS PROCESS**

SBWIB, Inc. must receive written notice of the Proposer's intent to appeal the decision within five (5) working days of receipt of notice of award. Proposer will have a total of 15 days in which to submit a written appeal of SBWIB, Inc.'s decisions. All grievances arising out of this RFQ must be filed according to SBWIB, Inc.'s established grievance procedures.

**SOUTH BAY WORKFORCE INVESTMENT BOARD, INC. (SBWIB)  
 CONSTRUCTION CONTRACTORS SERVICES FOR SINGLE UNIT  
 RESIDENTIAL HOME REHAB AND REPAIR PROJECT  
 REQUEST FOR QUALIFICATION & QUOTE COVER PAGE**

<b>Name of Firm, Entity, Organization</b>			
<b>Contact Name</b>			
<b>Title of Contact Person</b>			
<b>Mailing Address</b>			
<b>Physical Address (if different)</b>			
<b>Phone Number</b>			
<b>Fax Number</b>			
<b>E-mail</b>			
<b>California Contractors State License Board</b> All Contractors must possess a valid license from the California Contractors State License Board.	<b>License #</b>	<b>Class Type(s):</b> ____ <b>A (Engineering)</b> ____ <b>B (Building)</b> ____ <b>C (Specialty ____)</b>	
<b>Identification Number: Federal Employer ID# (FEIN):</b>			
<b>Number of Years in Business or Industry:</b>			
<b>Scope of Work:</b> As part of the <b>Home Rehab and Repair Project</b> , solicited services will provide rehabilitation to eligible single-unit residential homes in selected service areas (2nd District, Los Angeles County); to eliminate unhealthy and unsafe living conditions, including but not limited to asbestos, mold, and code deficiencies. Services include but not limited to roof repair, electrical repair, flooring work and framing/drywall repairs, and the replacement of window, doors, water heater, central heating/wall heater, insulation/weather stripping, and other related energy efficient work.			

**Please check to acknowledge your understanding** that any work herein may be contracted per rehab housing unit or services may be contracted to complete all rehab housing units throughout the project term. There are approximately 8 rehab projects with an estimated planning budget of \$5,000 - \$10,000 per each housing unit, which includes allowances for materials, supplies and labor.

**TOTAL FUNDING REQUESTED**

**Period of validity of bid:** Bids shall remain valid for a period of at least one hundred and twenty (120) days from the date of submission. A bid valid for a shorter period than indicated may be rejected or considered non-responsive.

<b>Proposed Hourly Rates:</b>	\$ _____ (General Contractor)
	\$ _____ (Laborers/Helpers)
	\$ _____ (Specialty: _____)

**CERTIFICATIONS**

***I, (We), the undersigned, as the duly-authorized representative(s) of the respondent agency, affirm that the information and statements contained within this proposal, to the best of my (our) knowledge, are truthful and accurate, and further, that (I) am (we) are duly authorized to submit this proposal from the respondent agency to deliver said services.***

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**Signature**

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**Date**

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**Print Name & Title of Authorized Representative**

**SOUTH BAY WORKFORCE INVESTMENT BOARD, INC. (SBWIB)  
CONSTRUCTION CONTRACTORS SERVICES FOR SINGLE UNIT  
RESIDENTIAL HOME REHAB AND REPAIR PROJECT  
SELECTION OF SERVICES**

<b>Name of Firm, Entity, Organization</b>	
<b>Select all services you are capable of providing:</b>	
	Ability to work with SBWIB management and staff to develop and implement and accelerate the HRRP programs including adhering to program goals, costs, and timelines;
	Ability to be operational and provide services immediately, if selected;
	Ability to work on-call by rehab project and or under contract through the term of the project (preferred);
	Ability to identify, assess and qualify residential homes, as needed;
	Ability to prepare in writing estimates and or bids for specific type and units of work in need (repairs), materials, cost and labor required for each residential rehab;
	Ability to work within approved bid/lump sum for individual home repair projects that includes the scope of work, schedule, and budget;
	Ability to provide oversight of home repair projects, including providing supply of laborers or helpers or trainees;
	Ability to provide home improvements services that include, but not limited to roof repair, electrical repair, flooring work and framing/drywall repairs, and the replacement of windows, doors, water heaters, central heating/wall heaters, insulation/weather stripping, and other related energy efficiency work;
	As needed, ability and compliance when testing for asbestos, and lead-based paint requiring proper removal, disposal and or handling of the materials;
	Ability to coordinate and file necessary requests to the SBWIB on behalf of the County within 10-day of work completion of the rehabilitation/construction activities to conduct a Contract and or Labor Compliance File Review;
	Acknowledgement to track, prepare and submit required project data, reports, and or other communication regarding completion of each rehab project;
	Acknowledgement of participation at regularly meeting with management or staff to review and support project progress and outcomes;
	Acknowledgment that all contractors/subcontractors working under this project are required to comply with the County of Los Angeles and Los Angeles County Development Authority approved ordinances for COVID-19 Vaccination and Certification;
	Other duties as requested by the SBWIB, Inc. Chief Executive Officer or his designee.

**SOUTH BAY WORKFORCE INVESTMENT BOARD, INC. (SBWIB)  
CONSTRUCTION CONTRACTORS SERVICES FOR SINGLE UNIT  
RESIDENTIAL HOME REHAB AND REPAIR PROJECT**

**REFERENCES**

List three professional client references associated to the products or services your firm has previously provided within the past 5 years. For each reference, please specify:

<b>Reference 1</b>	
<b>Name of Firm</b>	
<b>Address of Firm</b>	
<b>Contact Person</b>	
<b>Telephone</b>	
<b>Email</b>	
<b>Dates of Service(s)</b>	
<b>Type of Service(s)</b>	
<b>Reference 2</b>	
<b>Name of Firm</b>	
<b>Address of Firm</b>	
<b>Contact Person</b>	
<b>Telephone</b>	
<b>Email</b>	
<b>Dates of Service(s)</b>	
<b>Type of Service(s)</b>	
<b>Reference 3</b>	
<b>Name of Firm</b>	
<b>Address of Firm</b>	
<b>Contact Person</b>	
<b>Telephone</b>	
<b>Email</b>	
<b>Dates of Service(s)</b>	
<b>Type of Service(s)</b>	