

[A single contract will be awarded to the most responsive and reasonable bidder whose proposal is lowest or most feasible to the firm considering price, experience, and other factors.]

**Pastor Shetigho Nakpodia & The Love Community Center at  
Redeemer's Praise Church**

**Request for Proposals  
("RFP")**

**for**

**General Contracting Services**

**Request For Proposals  
and  
Contract No. 100**

**The Love Community Center at Redeemer's Praise Church  
107 S. Pine St.  
San Antonio, Texas 78203  
Phone: (210) 241-2966  
Website: <http://redeemerspraise.org/>**

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## I. Introduction

This document contains a Request for Proposals for providing general contracting services for the construction of The Love Community Center at Redeemer's Praise Church and sets forth the terms and conditions applicable to the proposed firm fixed price procurement. Upon acceptance, this document shall constitute the contract (Contract) between the offeror and Redeemer's Praise Church.

### *Definitions*

Building/Evaluation/Interview Committee = See below listing of The Love Community Center at Redeemer's Praise Church's Building Committee

The Church = Redeemer's Praise Church (Owner and issuer of this RFP)

Offeror = one who makes an offer or bid to another

Independent Contractor = vendor or contracted offeror or bidder

The Love Community Center at Redeemer's Praise Church's Building Committee:

Pastor Shetigho Nakpodia

Monica Savino

Jason Massiatte

La Juana Chambers Lawson

### Contract Point of Contact (POC)

The POC for this contract is Monica Savino, Principal of Savino Architecture, LLC. Offerors should contact project Architect with requests for additional information via these means only:  
[info@savinoarchitecture.com](mailto:info@savinoarchitecture.com)

### Project Narrative

The Redeemer's Praise Church issues this Request for Proposals (RFP) for General Contractor Services for our upcoming addition to the church. The Love Community Center at Redeemer's Praise will be a companion piece to the existing church and will house the business activities associated with Redeemer's Praise and its mission. This project is greatly anticipated and critically needed as Redeemer's Praise continues to serve our friends and neighbors through food security and faith. With the support of a loving and generous supporter and several months of design and documentation, we are ready to make this facility a reality. The selected GC will be responsible for obtaining all building and utility permits, and will be responsible for all aspects of project construction for the new addition. The Love Community Center addition is a modest scale wood frame structure, cement board cladding, and metal roof designed for business use (B). The building program includes offices, meeting room, storage, and a commercial kitchen. When complete, the Love Community Center will be connected to the 1907 locally designated historic church by means of concrete walkways and ramps. All work will be in conformance to IBC 2018 and all other regulating agencies applicable.

## II. Request for Proposals

### Legal Notice

All costs involved with submitting a response to this RFP shall be borne in full by the party incurring the costs associated with submitting a response to this RFP.

Redeemer's Praise Church reserves the right to accept any proposal which it determines most favorable to the interest of the church and to reject any or all proposals or any portion of any proposal submitted which, in the opinion of the firm, is not in its best interests.

The offeror to this RFP will be referenced by its provided and signed name and any contract that may arise from this RFP will be between the provided and signed name and Redeemer's Praise Church.

### *Timeline of Events for Request for Proposals*

Submission Open Date: Effective immediately on Friday, April 16, 2021

Bidder's Conference (**registration required for all prospective bidders**): 1PM CT on Monday, April 19, 2021,

107 S. Pine St., San Antonio, TX 78203

Register by RSVPing to Monica Savino at [info@savinoarchitecture.com](mailto:info@savinoarchitecture.com).

Last Day to Submit Questions: 7PM CT on Friday, April 30, 2021

Submission Close Date: 7PM CT on Friday, May 7, 2021

This RFP solicitation document and eligible Contract Documents for this project will be available for download online at <https://redeemerspraise.org/> on Friday, April 16, 2021.

RFP's deadline:

All Applications shall be submitted in email form to [info@savinoarchitecture.com](mailto:info@savinoarchitecture.com). No phone calls please. All communications relating to this RFP and Building Committee answers to questions submitted before 7PM CT on Friday, April 30, 2021 will be emailed to all prospective bidders who have registered their intent to bid.

### III. Procurement Method

The procurement method for this RFP is the competitive sealed proposals method which allows the following:

- interviews with competing offerors and adjustments to initial proposals, and
- evaluation of all submitted proposals with scoring criteria.

The Church will evaluate all proposals primarily by price. Consistent with the procurement method, discussions may be conducted with offerors who submit proposals determined to be eligible for contract award selection, for the purpose of clarification, to assure full understanding of all terms and conditions of the response to this RFP and Contract's requirements and performance expectations. In conducting these discussions, there shall be no disclosure of any information derived from proposals submitted by competing offerors.

### IV. Bidder's Conference

A meeting with interested offerors to review the specifications, to submit any questions, and for a quick introduction will be in person at Redeemer's Praise Church at 107 S. Pine St., San

Antonio, TX 78203 between 1PM CT - 2PM CT. **Though in-person attendance is highly recommended, it is not mandatory that prospective bidders attend.** However, registration is required in order to register the interests of all prospective bidders in advance of receiving their bids. Register by RSVPing to Monica Savino at [info@savinoarchitecture.com](mailto:info@savinoarchitecture.com).

#### V. Proposal Submission and Award

##### *Timeline for Request for Proposals*

Submission Open Date: Effective immediately on Friday, April 16, 2021

Bidder's Conference (**registration required for all prospective bidders**): 1PM CT on Monday, April 19, 2021,

107 S. Pine St., San Antonio, TX 78203

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Last Day to Submit Questions: 7PM CT on Friday, April 30, 2021

Submission Close Date: 7PM CT on Friday, May 7, 2021

This RFP solicitation document and eligible Contract Documents for this project will be available for download online at <https://redeemerspraise.org/> on Friday, April 16, 2021.

##### Submission Format

**Full proposals should be submitted in one .pdf document.**

The font type and size, page orientation, citation style, etc. is at the discretion of the offeror.

Paper submissions will not be accepted.

Proposals should only be submitted via email to Monica Savino at [info@savinoarchitecture.com](mailto:info@savinoarchitecture.com), email subject line should read "REDEEMER ADDITION RFP".

#### VI. Late Proposals

Proposals will not be accepted after the submission close date and time.

#### VII. Contract Award

Award will be made only to a qualified and responsible offeror whose proposal is responsive to this solicitation. The awarded offeror will be someone or an entity who can perform the service required within the anticipated time frame and at a competitive price.

#### VIII. GC Scope of Services

More specifically, the selected General Contractor (GC) will contract with the owner for project construction coordination to include all vendor providers and subcontractors. GC will be responsible for obtaining all city permits required by the City of San Antonio. The GC will be responsible for the execution, correlation, and intent of the design through provided Contract Documents and the Project Manual. Regular interaction with The Love Community Center at Redeemer's Praise Building Committee and its Architect is required. The GC shall assure the quality of materials and labor throughout the project, and will carry out activities to ensure safety

of persons, protection of property, and of completion of the 2258 SF conditioned building and surrounding site work on the Historic Eastside.

IX. Evaluation Criteria

<u>Criteria</u>	<u>Points</u>	<u>Total Weight</u>	<u>Evidence</u>
Price	50 points	50%	Exhibit A: Offeror Fee Schedule
Experience	15 points	15%	Exhibit B: Offeror Experience
References	15 points	15%	Exhibit C: Offeror References
Proposal Narrative	20 points	20%	Exhibit D: Proposal Narrative

X. Term and Termination

Upon award, this contract will begin as soon as 7PM CT on Friday, May 7, 2021. Offerors should be aware that closure of the awarded contract will be based upon satisfactory completion of the scope of performance and requirements as outlined in this RFP and as sanctioned by Redeemer's Praise Church. The awarded contractor will be an Independent Contractor of the issuer, Redeemer's Praise Church, and will work at the direction of the Church and its representatives.

XI. Insurance

All bidders must provide proof of insurance, insurance modifier, bonding, WC, etc. to evidence the capability of the Applicant to perform the requisite services included in its application.

XII. Additional Services

Offerors are encouraged to share any additional services that they provide to the Church. All additional services and miscellaneous attachments to this proposal must be submitted to the single .pdf proposal document and not separately for consideration.

XIII. Notice to Applicants

- a. Applications must address all specifications.
- b. Applications shall include the names of each consultant including each subcontractor(s). An individual or entity with authority to bind each proposed subcontractor or joint Applicant must sign a statement to the effect that the subcontractor or joint Applicant has read and agrees to abide by the Applicant's obligations.

XIV. Indemnity

The offeror that is awarded Contract shall defend, indemnify, and hold Redeemer's Praise Church and its representatives harmless from and against all claims, liability, loss and expenses, including reasonable collection expenses, attorneys' fees and court costs that may arise because of the actions of the offeror that is awarded Contract, except to the extent any such claims or

actions result from the negligence of Redeemer's Praise Church, its members, employees or agents. This clause shall survive termination or expiration of this contract.

XV. Exhibit A: Offeror Fee Schedule

Offeror certifies that the below fee schedule is firm, true and correct.

**XVI. Exhibit B - Offeror Experience**

The offeror certifies that the experience listed below is true and correct. Offeror also certifies that the below experience can be verified by Redeemer's Praise Church and its representatives digitally, in-person, or via telephone as reference material.

XVII. Exhibit C - Offeror References

Offeror certifies that the below references are personal and/or professional in nature and consent to being contacted by Redeemer's Praise Church in advance of any contract award or negotiations. The offeror should provide up to five references and not less than two references.

<u>Reference First and Last Names</u>	<u>Phone Number</u>	<u>Email Address</u>	<u>Reference Experience</u>
<i>Example: Jane Doe</i>	<i>Example: 210-222-2221</i>	<i>Example: j.doe@tgs.com</i>	<i>Example: Ms. Doe and I worked together on a construction project for her company in 2017.</i>

XVIII. Exhibit D - Proposal Narrative

The offeror is required to answer the following questions to the best of their ability with care, honesty, and truthfulness.

The below questions must be answered completely in order to be considered.

1. What is the legal name of the entity submitting this RFP?
2. What is/are the physical address/es of the entity?
3. Provide the name and physical address of all major offices, plants, and other facilities that relate to the Applicant's performance under this RFP.
4. What is the entity's business type?
5. What is the full, legal name of the entity's authorized contact, hereafter referred to as the point of contact (POC)?
6. What is the federal employer identification number and Texas tax identification number or registration number of the submitting entity?
7. What are the DUNS and CAGE numbers of the entity?
8. What is the phone number of the POC?
9. What is the business email address of the POC?
10. What is the home or personal email address of the POC, if different from the above? If not different, please write N/A.
11. Is the entity certified/licensed? Describe all certifications and licenses that the entity holds that are still active/current.
12. Describe the qualifications of the entity seeking to provide GC services to Redeemer's Praise Church.
13. Provide a statement regarding the financial stability of the Applicant, including the ability of the Applicant to perform the requisite services included in its application.
14. Provide proof of insurance, insurance modifier, bonding, WC, etc. to evidence the capability of the Applicant to perform the requisite services included in its application.
15. Provide the full names and addresses for Key Personnel, i.e. each member, partner, and employee of the Applicant's team who will perform project services, to include all subcontractors.
16. Provide at least three (3) references of work previously performed in a paid and/or volunteer capacity that can be related to this project. Please indicate the date range of work performed, project's closing CPI and SPI and other KPIs, as well as whether the project was paid or voluntary/charitable/donated for a particular cause.

XIX. Exhibit E - Construction Drawings Bid Package (visit [redeemerspraise.org](http://redeemerspraise.org) for consolidated bid package document)

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---END OF RFP---