

**One Gadsden Foundation, Inc.**  
**Request for Proposal**  
**Design-Build Construction of Multipurpose Teen and Community Center**

**PROJECT OVERVIEW:**

The One Gadsden Foundation, Inc. has been awarded a federal appropriation through the U.S. Department of Housing and Urban Development (HUD) to acquire property and build a Multipurpose Teen and Community Center. This center will serve as a valuable resource for the local community, offering a variety of programs and activities for both teenagers and the broader community. The proposed center will be located on a 56-acre parcel of land on Kemp Road in Havana, Florida (Parcel No. 2-26-3N-2W-0000-00440-0100).

The Multipurpose Teen and Community Center is expected to cover a minimum of 12,000 square feet. The minimum requirements for the facility include:

- Indoor basketball court/auditorium
- Ten (10) multi-purpose rooms
- Commercial-grade kitchen
- Multiple restrooms

All project design work including exterior site and new building, and MEP and voice/data is to be included. Design work is expected to be completed by **December 1, 2023**.

**INSTRUCTIONS**

Response shall be typed, number each page consecutively, including letter of interest, licenses, resumes, supplemental information, etc. Submittals must be limited to 40 pages. Covers, table of contents and divider tabs will not count as pages, provided no additional information is included on those pages. Electronic submittals are preferred via the email provided and must be received by the date/time requested.

**PROJECT TEAM REGISTRATION/LICENSE #**

- Construction:
- Architecture:
- Mechanical Engineering:
- Electrical Engineering:
- Civil Engineering:
- Structural Engineering:

**1. APPLICANT'S DESIGN/BUILD TEAM:**

- a. List total number of applicant's personnel, for the applicant office location, by skill group (e.g. project managers, estimators, project engineers, superintendents, registered architects/engineers, technical staff, drafters, etc.)

b. Provide resumes for each individual listed in section 1.a above.

c. Provide a copy of the current Florida Contractor's license and the current Florida Architect's license for the applicant Design/Build Team.

## 2. EXPERIENCE/REFERENCES:

a. List the five projects for which the applicant has provided/is providing design/build services which are most related to this project. In determining which projects are most related, consider related size and complexity; how many members of the proposed team worked on the listed project; how recently the project was completed. List the projects in priority order, with the most related project listed first. Two of these projects must have been completed by the proposed design/build team as Architect/Contractor on those singular projects. Please note if any projects have included the National Environmental Policy Act (NEPA) and/or HUD's Environmental Review for federally funded projects.

b. For each of the listed projects, provide the following information: construction cost (original contract cost and final construction cost), current phase of development, estimated (or past) completion date, type of construction services provided (design/build, CM at risk with GMP, CM-agency, general contractor-low bid, negotiated general contract, subcontractor to prime), Owner's contact person and telephone number.

## 3. SUBMISSION OF RFP:

Bid Submission Requirements:

1. Detailed Cost Estimate: Please provide a detailed breakdown of your estimated costs for this project, including labor, materials, equipment, and any other relevant expenses.

2. Proposed Timeline: Outline your expected timeline for the completion of this project, including key milestones.

3. References: Include references from previous projects of a similar nature.

4. Licensing and Certification: Provide proof of your company's licensing, insurance, and any relevant certifications.

5. Subcontractors: Specify any subcontractors you plan to work with on this project including your M/WBE Utilization and/or Resident Employment plan.

Submission Deadline:

All bids must be submitted no later than **September 28, 2023**. Please send your bid documents to prudentmanagementllc@gmail.com or deliver them to 1211 W Tharpe Street, Tallahassee, FL 32303

QUESTIONS AND CLARIFICATIONS:

If you have any questions or require clarifications regarding the project or bidding process, please contact Reshaye Greenlee at [prudentmanagementllc@gmail.com](mailto:prudentmanagementllc@gmail.com) or 850-212-0351.

SELECTION PROCESS:

The One Gadsden Foundation, Inc. will carefully evaluate all submitted bids based on design/build qualifications, including experience and design ability; successful completion of similar/related projects; qualifications of the proposed firm's personnel and staff consultants; and price.

We are excited about the potential of this project to positively impact the Havana community, and we look forward to receiving your bid. Your participation is highly valued, and we appreciate your interest in contributing to this significant endeavor.

Thank you for considering our invitation. We anticipate a successful collaboration and a project that will benefit our community for years to come.