Offer Form OF-2

**RFP-17-HHL-003**

**Single Family Homes at Kauluokahai Subdivision**

# Table of Contents

Basic Instructions

1. Pricing Schedule
2. House Plans and Outline Specifications
3. Warranty Program
4. Financing
5. Project Budget
6. Sales Program
7. Green Building
8. Schedule
9. Conditions / Exceptions

Basic Instructions for Packaging of Proposals

1. Please package your proposal in 3-ring binder.
2. Major sections of the proposal shall be identified by "Tabs".
3. Section I of the Proposal shall be "Offer Form OF-1" and "Offer Form OF-1A".
4. Section II of the Proposal shall be this "Offer Form OF-2".
5. Section III of the Proposal shall be exhibits. All drawings and exhibits to the proposal shall be neatly folded and clipped into the 3-ring binder.
6. Fill in all blank spaces with information requested; failure to provide all requested information may cause the proposal to be invalidated.
7. Please submit an original and five (5) copies of your proposal, for a total of six (6) sets.
8. An Offeror shall request in writing nondisclosure of information such as designated trade secrets or other proprietary data Offeror considers to be confidential. Such requests for nondisclosure shall accompany the proposal, be clearly marked, and shall be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal.

**A. PRICING SCHEDULE**

Offeror’s proposal must include detailed cost estimates for five (5) house models. Every house model should fit on every lot. DHHL and the selected developer will negotiate the actual mix of houses to be constructed prior to lot selection by the lessees.

Offeror shall provide the cost estimate of each model "turnkey"/completed, vertical as well as lot improvements (including, but not limited to landscaping, driveway, utility connections, and rear and side fences. Cost estimates will include breakdown of profit and overhead per each model.

The Contractor shall be responsible for compliance with Chapter 104, HRS, for the payment of minimum prevailing wages to mechanics and laborers employed on the Project for the corresponding work classifications as determined by the Department of Labor and Industrial Relations.

Offeror shall hold the price for two years (the duration of this contract). The only allowable price increases would be for unusual lot grade conditions.

It is intended that gross income derived from the construction of all housing units will be certified for exemption from Hawaii General Excise Taxes pursuant to Section 201G-116 H.R.S. The proposed house prices shall not include any provision for GET.

Units by type and proposed price:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  | Area (square feet) | | | |  |
| Model | Bedrooms | Bath-rooms | No. of Stories | Net Living | Carport | Patio/ Lanai | Total | Proposed Price |
| A | 2 |  |  |  |  |  |  | $ |
| B | 2 |  |  |  |  |  |  | $ |
| C | 3 |  |  |  |  |  |  | $ |
| D | 4 |  |  |  |  |  |  | $ |
| E | 5 |  |  |  |  |  |  |  |

Minimum number of houses required: \_\_\_\_\_\_\_

Optional Standard Features. These items will not be factored in the scoring of proposals, but may be included by DHHL in the final house package offered to the beneficiaries, or offered to prospective buyers as optional up-grades:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Model  Feature | A | B | C | D | E |
| Enclosed Garage, including electronic roll-up door | $ | $ | $ | $ | $ |
| Rain Gutters | $ | $ | $ | $ | $ |
| Irrigation Catchment System | $ | $ | $ | $ | $ |
| Fire-protection Sprinkler System | $ | $ | $ | $ | $ |
| Ceiling Fans | $ | $ | $ | $ | $ |
| Central air conditioning | $ | $ | $ | $ | $ |
| 2 kW Photovoltaic system | $ | $ | $ | $ | $ |
| [other –add pages if necessary] |  |  |  |  |  |

Options (Home-buyer consideration): These items will not be factored in the scoring of proposals, but would be offered to prospective buyers at the indicated prices:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Model  Options | A | B | C | D | E |
| Refrigerator | $ | $ | $ | $ | $ |
| Upgrade carport to enclosed garage with remote garage door opener. | $ | $ | $ | $ | $ |
| Flooring Upgrade | $ | $ | $ | $ | $ |
| Washer/ Dryer | $ | $ | $ | $ | $ |
| Cabinetry Upgrade | $ | $ | $ | $ | $ |
| Landscape Irrigation | $ | $ | $ | $ | $ |
| [other –add pages if necessary] |  |  |  |  |  |

Cost Breakdown for Basic Models Without Options

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Model | Materials | Labor | Overhead | Profit | Proposed Price |
| A | $ | $ | $ | $ | $ |
| B | $ | $ | $ | $ | $ |
| C | $ | $ | $ | $ | $ |
| D | $ | $ | $ | $ | $ |
| E | $ | $ | $ | $ | $ |

ADA and DCAB regulations do not permit assessment of a surcharge to install options for accessibility. If the basic house design is not ADA-compliant, a contingency amount should be included in all house costs should buyer(s) require installation of accessible features.

HAWAII PRODUCTS PREFERENCE

(Refer to Section 6.2 a. of the RFP)

|  |  |  |
| --- | --- | --- |
| DESIGNATION OF HAWAII PRODUCTS TO BE USED | | |
| Description | Manufacturer | Cost FOB Jobsite |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |

It is further understood by the Offeror that if upon being granted Hawaii Products, and being awarded the contract, if the Offeror fails to use such products or meet the requirements of such preference, the Offeror shall be subject to penalties, if applicable.

**APPRENTICESHIP AGREEMENT PREFERENCE**

(Refer to Section 6.2 b. of the RFP)

The offeror hereby certifies that it will employ the following apprenticeable trades to perform the work for this project:

|  |  |
| --- | --- |
| TRADE | APPRENTICESHIP PROGRAM SPONSOR |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

(Add additional sheets if necessary)

**B. HOUSE PLANS AND OUTLINE SPECIFICATIONS**

Offeror shall submit complete detailed house plans and specifications for four house models. “Off the shelf” plans are acceptable. HUD, USDA, and NAHASDA guidelines shall be followed in the design and construction of the homes. Offeror may highlight any special design features incorporated into its proposal. The Composite Plot Plans shall show the location of the house and driveway relative to the property lines, finish floor elevations, fine grading, including individual lot swales around the house for proper drainage toward the adjacent street or drainage structure.

Provide schematic plans and outline specifications for a minimum of proposed single family units. Schematic plans shall include floor plans and elevations at a scale of 1/4" = 1'0". Outline specifications shall include preliminary information on the following items:

1. Foundation (including termite treatment)
2. Framing (including termite treatment)
3. Roofing
4. Partitions
5. Interior Wall Finishes
6. Exterior Wall Material & Finishes
7. Ceiling Finishes
8. Carpeting & Floors
9. Doors & Windows
10. Cabinetry
11. Fixtures & Appliances
12. Garage/Carport
13. Special Features (if any)

House plans shall be attached to Section III of the Proposal. Mark each sheet "Model A", "Model B", etc. In addition to the drawings submitted with the proposal, please submit one extra set of drawings (unfolded), and a reduced black and white version of all drawings in an 11" x 17" format.

**C. WARRANTY PROGRAM**

Provide a brief description of the proposed warranty program, including:

1. Ground Soil Treatment

2. Defective Materials and Workmanship

3. Treatment of Structural Lumber

4. Appliances

5. Roofing Material

6. Common Area Landscaping and Maintenance

7. Infrastructure

8. Others

**D. FINANCING**

Provide a brief description of the proposed financing plan, including the following:

1. Sources of funds for construction.
2. Takeout financing for the interim loan.
3. Permanent financing that the Developer will provide to homebuyers, if any.
4. Grants or other financial assistance to be offered to applicants to purchase their houses.

A letter of interest shall be provided by lending institution(s) acknowledging review of the Project as proposed by the Offeror and expressing interest in providing the proposed financing.

Please see section 2.3 5) of the RFP regarding availability of the DHHL Interim Loan fund. If proposing to utilize the DHHL Interim Loan Fund, the deduction should be included in the house prices submitted in Section A. PRICING SCHEDULE.

**E. PROJECT BUDGET**

|  |  |  |  |
| --- | --- | --- | --- |
| Revenues | Units | Sales Price | Total |
| Model A | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ |
| Model B | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ |
| Model C | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ |
| Model D | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ |
| Model E | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ |
|  |  |  |  |
| Total Sales Revenues |  |  | $\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |
| Closing Costs |  |  |  |
| Commissions |  | \_\_\_\_\_\_\_\_\_ |  |
| Buyer Incentives |  | \_\_\_\_\_\_\_\_\_ |  |
| Other |  | \_\_\_\_\_\_\_\_\_ |  |
| Total Closing Costs |  |  | $\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |
| NET SALES REVENUES |  |  | $\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |
|  |  |  |  |
| Development Costs |  |  |  |
| Construction |  | \_\_\_\_\_\_\_\_\_ |  |
| Indirect Construction |  | \_\_\_\_\_\_\_\_\_ |  |
| Architecture / Engineering |  | \_\_\_\_\_\_\_\_\_ |  |
| Insurance, Bonding, Financing, Legal |  | \_\_\_\_\_\_\_\_\_ |  |
| Marketing |  | \_\_\_\_\_\_\_\_\_ |  |
| Interest |  | \_\_\_\_\_\_\_\_\_ |  |
| Production, Customer Service |  | \_\_\_\_\_\_\_\_\_ |  |
| General and Administrative |  | \_\_\_\_\_\_\_\_\_ |  |
| Contingency |  | \_\_\_\_\_\_\_\_\_ |  |
| Total Development Costs |  |  | $\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |
| DEVELOPER PROFIT |  |  | $\_\_\_\_\_\_\_\_\_ |

**F.**  **SALES PROGRAM**

Provide a description of your proposed marketing plan, including analysis of the DHHL residential waiting list, rationale for the proposed unit mix and pricing schedule, concepts on model units, sales office, sales personnel, sales materials, advertising and coordination with DHHL for unit selection from DHHL's waiting list. Describe the proposed homeownership program required for first time home buyers.

**E. GREEN BUILDING**

DHHL has identified a minimum two star rating using the Hawaii BuiltGreen Self Certification Checklist as the desired baseline standard for all Contractor-built homes. Offerors shall submit a completed Hawaii BuiltGreen Checklist that shows prospective measures to be included in all Contractor-built homes to achieve or exceed this goal.

Solar water heaters are a required measure to be included in all proposals. The value of any State and/or Federal tax credits made eligible by the use of solar water heaters should be passed on to the home buyer.

Offerors shall also submit a brief (not to exceed one page) narrative justification for the green building approach and a separate, brief narrative on how the design will promote building orientation-related benefits. Please read Exhibit L “Green Building” for more information on Hawaii BuiltGreen; a list of preferred strategies; resources that support residential green building in Hawaii, and how to use the Hawaii BuiltGreen Checklist.

Attach a completed Hawaii BuiltGreen Self-Certification Checklist.

**F. SCHEDULE (at minimum, include the following milestones)**

Notice to Proceed (Assume June 1, 2017)

Lot selection, contracting

Plans and permits approved

Start construction of first house

Start construction of last house

Finish construction of first house

Finish construction of last house

**G. CONDITIONS / EXCEPTIONS**

Provide a brief description of any special conditions that are contained in your proposal, whether relating to pricing, plans, designs, specifications, costs, warranties, schedule or other factors.

List any exceptions taken to the terms, conditions, specifications, or other requirements listed herein. Reference the RFP section where exception is taken, a description of the exception taken, and the proposed alternative, if any.