

TEJANO CENTER FOR COMMUNITY CONCERNS

REQUEST FOR QUALIFICATIONS

SOLICITATION NO. 1002

AFFORDABLE HOUSING
SINGLE FAMILY

**PROJECT SCOPE
ENVIRONMENTAL SERVICES**





PROJECT INTRODUCTION

Project Name: Affordable Housing – Single Family Tejano Center

Project Number: 1002

OVERVIEW

The Tejano Center for Community Concerns is seeking an Environmental Services Firm to perform an environmental assessment for a Single Family Housing Development. Firm will be used for a Phase 1 assessment and Phase 2 if necessary. Firm may also be tasked with Geo-technical assessment based on capabilities to provide service.

CONTEXT

The Tejano Center for Community Concerns is developing infill lots for building Single Family Affordable Housing. The neighborhoods chosen for housing development are historical communities presently gentrifying and losing significant amounts of the native population. It is our intent to build a modern version of the “shotgun” home so that we can keep costs low and give homage to the original character of the homes in those communities. The first areas of development will be in Magnolia Park, Galena Park and Denver Harbor.

SCOPE OF SERVICES

- Phase 1 Environmental Assessment
- Phase 2 Environmental Assessment (if required)
- Geo-technical assessment

Tejano Center has 40 properties in various stages of development that will need assessments. The contractor must be willing to take these on a case by case basis.

Response Content and Format

Please provide one PDF (15 page, 8.5” X 11”, portrait format, max) including the 4 items noted below:

1. Cover letter: Identifying the firm name and areas of expertise, signed by the principal who has contractual authority.
2. Firm Overview: Explanation of the firm philosophy and history of the organization. Please provide link to your firm’s equity and inclusion policy if you have one.
3. Team: Resumes or bios for up to 4 key personnel
4. Experience: Descriptions and images of approximately 4 relevant projects.
5. Inclusion plan: % of MWBE

Selection Criteria

- Firm Experience and Ethos (60%)
- Team Experience (30%)
- Inclusion plan (10%)

Timeline

- 4/16/2021 RFQ Posted
- 5/01/2021 Deadline for respondent questions
- 5/06/2021 Questions and Answers distributed to registered vendors
- 5/13/2021 RFQ responses due (12:00 Central)
- 5/18/2021 Short list identified
- 5/24/2021 Target interview date
- 5/25/2021 Architect selected by board.

Inquiries and Communication

Any and all questions regarding this RFQ should be submitted by email to:

Ricardo.rodriguez@tejanocenter.org no later than 5/01/2021 at 12:00 pm Central Time.

All questions and answers will be shared via email to those who completed a vendor profile form by 5/06/2021. No phone calls.

Submission protocols

1. Review RFQ and if interested, complete the vendor profile form attached to this RFQ. Completed forms should be emailed to Ricardo.rodriguez@tejanocenter.org . We recommend submitting this upon receipt to be registered to receive Q&A updates.
2. Submit your response to the RFQ as outlined above 5/13/2021



VENDOR PROFILE FORM

The Tejano Center for Community Concerns extends its appreciation to all current and potential vendors with whom it conducts business. In order to be eligible for business with the Tejano Center, please fill out the following information and return to our office.

COMPANY INFORMATION

Company Name

Respondent Name

Respondent email

Respondent phone

Company address

City, State, Zip

Website

BUSINESS INFORMATION

Year founded/established

Business Structure (Sole Prop, Partnership, LLC, S-corp, C- corp, etc...)

Description of services offered