

REQUEST FOR PROPOSALS

Greater Jackson Habitat for Humanity

Greater Jackson Habitat for Humanity is seeking qualified Residential Developers to participate in the HOME Program. Proposals for new home construction in this program should address the requirements below. Incomplete proposals will not be considered.

This program aims to construct one (1) home in the City of Jackson, funded through the HOME grant program. Homes must meet *accessibility* standards, as outlined in this request for proposals (RFP) and as negotiated between the developer and the Greater Jackson Habitat for Humanity (GJHFH). The home will be constructed on the following lot 322 Clinton St Jackson MI.

Complete bids from qualified builders will include site plans for lot, blueprints for home (these can be the same or different, per builder's discretion), and a complete proposal outlining the required details as listed below, and additional relevant information regarding experience, successful projects, timelines, etc.

Construction Specifications

Home construction to consist of two-story home construction from 1,200-1,400 sq. ft. in areas of the city with primarily 2 story home 3 bedrooms and 2 bathrooms. Plan sets must be provided to the City of Jackson Building Department for final review for any accepted proposal(s).

- Funding by Contractor- Contractor to cover full costs of construction with final payment at completion of project.
 - Ancillary costs provided and funded by the City of Jackson
 - Concrete drive cut
 - Sewer tap and lead stub to property line (back of City sidewalk)
 - Water tap and connection to City stop box at sidewalk
 - Street trees where required
- Provide plan sets to the City of Jackson Building Department for site plan layout and setbacks and proposed home construction for review and approval for site.
- Site design- Provide home design in accordance with Chapter 28 of the Jackson City Code of Ordinances and provide plan design and overall appearance to compliment the surrounding neighborhoods.
 - Setbacks per Chapter 28- Section 28-43 Lot, width, yard, building height requirements- Residential Districts

- Driveway- 4"concrete or 3 ½"asphalt driveway to extend 30' beyond front of home
- Private Sidewalk- 4" concrete to extend from driveway to front porch
- Minimum 8" overhangs on eave and rakes of home
- Roof pitch and general layout of exterior facades and building materials to compliment the surrounding neighborhood and as permitted by 28-115 Table of Acceptable Wall Materials

Foundation - Basement

- Provide 8' poured wall basement
- Min 8"x16" spread footing
- Provide minimum 20' rebar in footing for electrical service bonding with rebar extended through top of foundation wall near electrical service location
- 8" poured walls with #4 rebar 48" o.c. with minimum 3- #4 horizontal
- Provide egress window and composite window well to meet requirements for Michigan Building Code 2015 for size/ladder. Provide drain tile at base of well to connect to foundation perimeter drain system
- Provide form a drain or 4" drain tile full interior/exterior perimeter drained to daylight or to sealed sump crock
- Provide pea stone cover over all foundation drainage
- Damp-proof coat all exterior foundation walls to grade
- Provide 4" pea stone at basement grade with 6 ml plastic below 4" concrete floor
- Provide radon provisions as required by the MRC 2015

Front porch

- Provide minimum 5'x16' covered front porch
- Concrete foundation and cap
- Provide maintenance free post wraps, guardrail, stairway and hand-railings

Rear/side entrance

- Provide code compliant zero-step entry at front exit doorway

Wall Construction

- Provide 2x4 or 2x6 wall framing with double top plate 16" o.c. with insulation systems to meet requirements of the Michigan Energy Code 2015 Chapter 11

requirements for foundation walls, house walls, ceilings, windows, doors, lighting, HVAC

Roof Construction

- Provide trussed roof system on primary home and truss or rafter framing on porch, overhangs and decorative elements in accordance the Michigan Residential Code Chapter 8 requirements
- Provide gutters and downspouts of colors to compliment home architectural design and color
- Provide minimum 5/12 roof pitch

HVAC system

- Provide high efficiency furnace and water heater with all ductwork and ventilation in accordance with Michigan Residential Code 2015
- Provide central air conditioning

Electrical System

- Provide 200 amp service
- Provide service mast and conduit entrance feeder to home.
- Interior wiring systems to be provided in accordance with the Michigan Residential Code 2015
- Provide hard wired with battery backup smoke detectors and carbon monoxide detectors to requirement of Michigan Residential Code Sections R314/R315

Plumbing

- Provide minimum 2 bathrooms
- Provide fiberglass tub/shower unit- Aker or equivalent
- Provide all plumbing supply/drains/venting and fixtures for bathrooms, kitchen sink, dishwasher, ice maker hookup, laundry and front and rear exterior hose connection.

Appliances

- Provide complete kitchen appliance package, including refrigerator, stove, microwave, and dishwasher

Kitchen and bath cabinetry- Provide solid wood cabinetry

Shed- Provide minimum 8'x8' shed to meet City Zoning setback requirements and of complimentary design as primary home structure. Please note, shed not required if attached/detached garage is included

Yard installation- Provide 3" top soil/seed/straw

Accessibility Standards

Requirement 1. An accessible building entrance on an accessible route.

- If there are separate entrances for ground-floor units, each entrance must be accessible.
- If there are common entrances to a multi-unit building, at least one entrance – typically used by the resident for entering the building – must be accessible.
- An accessible entrance must be located on a route that a person in a wheelchair can easily travel, leading to and from meaningful locations; e.g., parking, public transportation, other buildings in the complex, and amenities such as laundry room, recreational facilities etc. (Refer to ANSI, Section 4.3)

Requirement 2. Accessible common and public use areas.

- Parking areas, curb ramps, passenger loading areas, building lobbies, lounges, halls and corridors, elevators, public use restrooms, and rental or sales offices must be accessible to people with disabilities.
- Public use areas also include drinking fountains/water coolers, mailboxes, laundry rooms, community and exercise rooms, swimming pools, playgrounds, recreation facilities, nature trails.

Requirement 3. Usable doors (usable by a person in a wheelchair).

- Doors must be wide enough to enable a person in a wheelchair to maneuver through them easily. These include: public and common use doors, doors leading into an individual dwelling unit, and all doors within the dwelling unit itself. (Doors in public or common use areas can comply by using ANSI standards.)
- For wheelchairs, doors must have a minimum clear opening width of 32" (measure from face of door to the stop, with door open 90 degrees.
- All types of doors are covered; hinged doors, sliding doors, folding doors.

- Doors leading to any outdoor amenities the dwelling may have—balcony, patio, deck—are covered. If a deck or patio has doorways leading into two or more separate rooms, all these doors must be usable.

Requirement 4. Accessible route into and through the dwelling unit.

- Thresholds of a unit's exterior doors may not exceed ¾" (also applies to sliding door tracks).
- In single story units, changes in height of ¼" to ½" must be beveled. Those greater than ½" must be ramped or have other means of access.
- Minimum clear width for accessible route inside the unit is 36".
- Hallways, passages, and corridors must be wide enough to allow room to maneuver a wheelchair throughout the unit.

Requirement 5. Light switches, electrical outlets, thermostats and other environmental controls in accessible locations.

- Operable parts of controls must be no lower than 15" and no higher than 48".
- Switches, outlets, thermostats, and controls must be accessible to people in wheelchairs.

Requirement 6. Reinforced walls in bathrooms for later installation of grab bars.

- Walls in bathrooms must be reinforced so that grab bars near the toilet, tub, shower, and shower seat, if provided, can be added later. (Refer to diagrams in HUD guidelines for locations and acceptable dimensions of wall reinforcements.)

Requirement 7. Usable kitchens and bathrooms.

- A minimum of 40" of clear floor space is required in kitchens to allow a person in a wheelchair to maneuver between opposing base cabinets, countertops, appliances, or walls.
- A U-shaped design requires a minimum of 5' in diameter clear space, or removable cabinets at the base of the "U."
- Appliances must be located so they can be used by a person in a wheelchair. A 30"x48" clear floor space is required for a parallel or forward approach.
- Adequate maneuvering space is required in bathrooms so that a person in a wheelchair can easily enter, close the door, use the facilities and fixtures, and exit.

- HUD guidelines provides two sets of specifications for suitable bathrooms: Option A and Option B.
- With Option A, all bathrooms must include providing a basic degree of maneuverability to meet Option A requirements.
- With Option B, only one bathroom must meet Option B requirements, which provide for a stricter degree of maneuverability. Other bathrooms require usable doors, reinforced walls, switches/outlets in accessible locations, and must be on an accessible route.

Additional Notes

1. Main-level full bathroom and bedroom
2. Zero-grade entrance (at least 1)
3. Installation of a radon mitigation system

Proposal Requirements

What follows are the submission requirements for this Request for Proposals (RFP). All specific response items in this section represent the minimum information to be submitted. Deletions or incomplete submittals in terms of content, or deviation in format, may lead to non-acceptance of a proposal. Respondents should submit and organize proposals in the order listed below. Additional information above and beyond these requirements is always welcome.

1. Letter of Interest

- a. Basic business information and main point of contact for program administration
- b. Summary of qualifications
- c. Organizational details and mission
- d. Any other relevant information

2. Experience Statement

- a. Explanation of organizational capacity
- b. Summary of relevant successful projects completed
- c. Any other relevant information

3. Financial Information

- a. 2 years financial statements
- b. Any other relevant information

4. Specific Project Details

- a. Project budget
- b. Timeline (including all facets of the project)
- c. Complete plan sets including architectural renderings, floor plans, and site plans

Additional Considerations

GJHFH and selected Developer(s) will enter into a development agreement before construction commences. Developers must maintain an active risk insurance policy for the duration of the program. All documents/plans/details submitted as part of this proposal are subject to revision by GJHFH and City staff to meet all applicable HOME rules and regulations. All HOME projects will also be subject to the complete environmental review process, as prescribed by HUD and SHPO. GJHFH reserves the right to select any number of qualified developers to participate in the construction of HOME affordable housing. Home needs to be completed on or before August 15, 2026.

Submission and Receipt of Proposals

All proposals should be submitted electronically to sheilae@jacksonhabitat.org, no later than 12 pm (noon) on March 6, 2026. Late or incomplete proposals will not be accepted. With your submission, please include a cover letter introducing your agency and summarizing your housing development experience. This letter should also provide contact information for the applicant, including address, telephone number, email address, and website (if applicable). Proposals submitted by any means other than electronic (email) delivery will not be considered. All submissions should be labeled “HOME Housing Proposal.”

Inquiries

Prospective applicants may make written inquiries by email to Sheila M Everts, CEO/ED: sheilae@jacksonhabitat.org