

**Denton County Friends of the Family (DCFOF)
Woodthrush Rehabilitation Project - Denton, TX**

REQUEST FOR PROPOSALS (RFP)

Funding:

- Unrestricted Grant Funds - Swalm
- Community Development Block Grant (CDBG) – City of Denton

Project Overview

DCFOF invites Competitive Sealed Bid (2 CFR 200.320(b)(1)) from qualified contractors for the rehabilitation at 3304 Woodthrush, Denton, TX. Work must comply with specifications and funding requirements.

Scope of Work – Electrical Systems

1. Install required bedroom circuits and smoke alarms; install combined smoke/CO alarm in hall.
2. Install GFCIs in kitchen, baths, garage, and exterior per NEC; ensure code compliance throughout.
3. Replace all interior/exterior light fixtures per Project Manager specifications.
4. Coordinate with other trades; provide testing and final inspection sign-offs.

Scope of Work – General Construction & Accessibility

1. Reconfigure Hall and Master Bathrooms to accessibility per attached floor plans, including breaking out and repairing concrete; install all specified fixtures and casework.
2. Widen interior doors to minimum 3-0; install aluminum threshold ramps at front (x2), patio, and door from garage.
3. Install #320-rated pull-down attic stairs at garage scuttle location.
4. Kitchen: replace ~11 LF base and ~13 LF wall cabinets (Hampton Bay stained or approved equal), install ~11 LF post-form countertop, new 25-ga sink with chrome faucet, supplies, P-trap, and drains.
5. Sheetrock re-texture (living area walls only), prep/sand/float; paint living areas per spec (bathrooms excluded).
6. General permitting, inspections, site protection, cleanup, and disposal.

Scope of Work – Plumbing & Sewer

- Replace and set all plumbing fixtures (kitchen and both baths) per spec; connect supplies and drains.
- Break out and re-pour concrete in areas of bathroom reconfiguration; install new water and drain lines per plans.
- Replace sewer line from house to street (~50 LF) with Schedule 40 PVC; include trenching, bedding, and backfill.
- Test, inspect, and obtain approvals; coordinate with GC and City.

Scope of Work – Windows, Flooring & Insulation

- Windows: remove and replace all specified units with single-hung Low-E vinyl windows (bronze exterior/white interior); post-installation cleaning included.
- Flooring: remove existing coverings; install ~1,000 SF vinyl click-lock flooring (TrafficMaster or approved equal); float ~250 SF concrete in living room to level as needed per spec.
- Insulation: bring attic insulation to R-38 blown fiberglass.

Minimum Qualifications & Submittals

- Completed and signed Bid Form.
- Evidence of insurance (general liability and worker’s compensation) and applicable trade licenses.
- At least two (2) similar projects completed in the last five (5) years.
- Three (3) references with contact information.
- List any materials or labor that will be donated or discounted (optional).

Bid Submission Instructions

Submit one (1) sealed bid (original) and one (1) electronic copy by the deadline listed in the Procurement Timeline. Late bids will be returned unopened.

Questions & Submissions (Sealed Bid + 1 Electronic Copy):

Denton County Friends of the Family (DCFOF)
Attn: Procurement – Woodthrush Project
3304 Woodthrush, Denton, TX 76209 (Project Site)

Sealed Bid Delivery Address: PO Box 640 | Denton, TX 76202

Electronic Copy Email: [Email]

Phone: (940) 387-5131

Procurement Timeline	Date
Advertisement	November 7, 2025
Site Walk	December 15, 2025 at 11:00 AM (CT)
Questions Due	November 21, 2025 at 2:00 PM (CT)
Addendum Issued (if needed)	November 25, 2025 (if needed)
Bids Due (Sealed)	December 19, 2025 at 2:00 PM (CT)
Public Bid Opening	December 19, 2025 at 2:30 PM (CT)
Notice of Intent to Award	December 26, 2025
Contract Execution	December 30, 2025
Notice to Proceed (NTP)	January 2nd, 2026

Evaluation & Award (Firm, Fixed-Price)

Factor	Weight
Lowest Responsive Bid (Firm Fixed Price)	60%
Experience with Similar Projects	20%
Donated Materials/Labor Consideration	15%
References / Past Performance	5%

Award will be made to the lowest responsive and responsible bidder considering experience, references, and donation/discount consideration. DCFOF reserves the right to reject any/all bids and to waive irregularities.

Federal & Program Requirements

- All work is funded under HUD’s CDBG Program and must comply with 2 CFR 200, 24 CFR Part 570, and the City of Denton CDBG requirements.
- This procurement uses a competitive sealed bid method resulting in a firm, fixed-price contract (2 CFR 200.320(b)(1)).
- Contractor shall include all permit and inspection fees, code compliance costs, and legal debris removal.

- Federal Requirements (as applicable): Equal Opportunity Clause (EO 11246), Section 3 (24 CFR 75), Davis-Bacon (if wage threshold applies), Conflict of Interest (2 CFR 200.318(c)), Debarment & Suspension (2 CFR 200.214).
- Insurance & Licensing: Contractor must provide evidence of general liability and worker's compensation insurance, and all required licenses for the trade.
- Donations/Discounts: Bidders may indicate materials or labor they can donate or discount. DCFOF will apply credit in evaluation but award remains a firm, fixed-price contract.
- Prevailing local codes and the City's specifications govern. Any variances must be requested in writing before questions due date.
- Do not begin work without a written Notice to Proceed (NTP). Change orders require prior written authorization.

Pre-Bid Conference & Site Walk

Meet at the project site on the date listed in the Procurement Timeline.

Contract Type

Firm, fixed-price contract. No work shall commence until a Notice to Proceed is issued. All change orders require prior written approval.

Attachments:

- Work Write-Up (trade-specific excerpts)
- Cost Estimate (trade-specific excerpts)
- Bid Form
- Non-Collusion & Debarment Certifications

Bid Form
Woodthrush Rehabilitation Project I Denton, TX

Company Name: _____

Contact: _____

Address: _____

Phone/Email: _____

Line Items (enter lump sum or unit price as applicable)

Electrical Systems:				
Item #	Item Description	Materials	Labor	Total Line Item Bid
E1	Electrical Systems: Install required bedroom circuits and smoke alarms; install combined smoke/CO alarm in hall.	\$	\$	\$
E2	Electrical Systems: Install GFCIs in kitchen, baths, garage, and exterior per NEC; ensure code compliance throughout.	\$	\$	\$
E3	Electrical Systems: Replace all interior/exterior light fixtures per Project Manager specifications.	\$	\$	\$
E4	Electrical Systems: Coordinate with other trades; provide testing and final inspection sign-offs.	\$	\$	\$

General Construction & Accessibility:				
Item #	Item Description	Materials	Labor	Total Line Item Bid
G1	General Construction & Accessibility: Reconfigure Hall and Master Bathrooms to accessibility per attached floor plans, including breaking out and repairing concrete; install all specified fixtures and casework.	\$	\$	\$
G2	General Construction & Accessibility: Widen interior doors to minimum 3-0; install aluminum threshold ramps at front (x2), patio, and door from garage.	\$	\$	\$
G3	General Construction & Accessibility: Install #320-rated pull-down attic stairs at garage scuttle location.	\$	\$	\$
G4	General Construction & Accessibility: Kitchen: replace ~11 LF base and ~13 LF wall cabinets (Hampton Bay stained or approved equal), install ~11 LF post-form countertop, new 25-ga sink with chrome faucet, supplies, P-trap, and drains.	\$	\$	\$
G5	General Construction & Accessibility: Sheetrock re-texture (living area walls only), prep/sand/float; paint living areas per spec (bathrooms excluded).	\$	\$	\$

G6	General Construction & Accessibility: General permitting, inspections, site protection, cleanup, and disposal.	\$	\$	\$
Plumbing & Sewer:				
Item #	Item Description	Materials	Labor	Total Line Item Bid
P1	Plumbing & Sewer: Replace and set all plumbing fixtures (kitchen and both baths) per spec; connect supplies and drains.	\$	\$	\$
P2	Plumbing & Sewer: Break out and re-pour concrete in areas of bathroom reconfiguration; install new water and drain lines per plans.	\$	\$	\$
P3	Plumbing & Sewer: Replace sewer line from house to street (~50 LF) with Schedule 40 PVC; include trenching, bedding, and backfill.	\$	\$	\$
P4	Plumbing & Sewer: Test, inspect, and obtain approvals; coordinate with GC and City.	\$	\$	\$
Windows, Flooring & Insulation:				
Item #	Item Description	Materials	Labor	Total Line Item Bid
W1	Windows, Flooring & Insulation: Windows: remove and replace all specified units with single-hung Low-E vinyl windows (bronze exterior/white interior); post-installation cleaning included.	\$	\$	\$

W2	Windows, Flooring & Insulation: Flooring: remove existing coverings; install ~1,000 SF vinyl click-lock flooring (TrafficMaster or approved equal); float ~250 SF concrete in living room to level as needed per spec.	\$	\$	\$
W3	Windows, Flooring & Insulation: Insulation: bring attic insulation to R-38 blown fiberglass.	\$	\$	\$

Donations / Discounts (optional)

Describe materials or labor offered at no cost or discounted pricing, and the estimated value:

Certifications

By signing below, the Bidder certifies that the bid is made without collusion, the Bidder is not debarred/suspended, and agrees to all requirements stated in this RFP.

Authorized Signature: _____ Date: _____

Printed Name & Title: _____