

REQUEST FOR PROPOSALS (RFP)

Interior Renovations

Youth & Family Center

Owner: Youth & Family Center
Construction Manager: Kwame Building Group

Issue Date: 4/30/2026

Proposal Due Date & Time: 6/04/2026 by 2:00pm

Onsite **Mandatory** Walkthrough: 5/07/2026 at 9:00am

Submission Method: Sealed bid

1. Introduction

Youth & Family Center (Owner) is requesting proposals from qualified trade contractors for interior renovation work. The project will be delivered using a Construction Manager as Agency approach. Kwame will act as the Construction Manager, administering trade procurement, coordination, and construction oversight on behalf of the Owner.

2. Project Overview

The project consists solely of interior renovations intended to improve building systems, finishes, safety, and usability.

3. CM Delivery Structure

Under this delivery method, Youth & Family Center will hold contracts directly with individual trade contractors. Kwame, acting as Construction Manager, will manage bidding, coordination, scheduling, cost control, and quality assurance.

4. Scope of Work (Interior Only)

Trade contractors may submit proposals for one or more of the following scopes:

- Selective interior demolition
- Acoustical ceiling grid and tile replacement (all-purpose room)
- Gym floor refinishing
- Interior painting
- HVAC equipment replacement (condensing unit and evaporator coil)
- HVAC controls and automation
- Interior lighting replacement (all-purpose room)

5. Explicit Exclusions

The following items are specifically excluded and shall not be included in any proposal:

- Exterior building envelope work

6. Proposal Submission Requirements

Each proposal shall include:

- Completed Interior Trade Contractor Bid Form
- Lump sum pricing for the proposed trade scope
- Estimated duration and start availability
- Summary of qualifications and comparable experience
- Identification of key project personnel
- Optional value-added alternates (if proposed)

7. Schedule & Coordination

Trade contractors shall provide realistic durations and identify sequencing constraints. The Construction Manager will integrate all trade scopes into a master interior renovation schedule.

8. Evaluation Criteria

Proposals will be evaluated on the following factors:

- Relevant experience
- Cost and value
- Schedule compatibility
- Quality and clarity of proposal
- Responsiveness to this RFP

9. Insurance Requirements

Trade contractors shall carry insurance coverage meeting Owner requirements. Certificates of Insurance will be required prior to contract execution.

10. Owner Rights

Youth & Family Center reserves the right to reject any or all proposals, request clarifications, negotiate scope or pricing, and award trade contracts in the best interest of the project.

11. Point of Contact

All communications shall be directed to:

Kwame – Construction Manager

Email: mmclain@kwamebuildinggroup.com

Phone: _314-850-8294