

# **City of Gary Department of Community Development**

## **Request for Proposals (RFP) - New Home Construction**

---

### **Introduction**

The City of Gary Department of Community Development is seeking qualified new construction contractors to bid on the construction of new homes based on the designs provided in Appendix A. This RFP is issued to support the City's goal of creating quality, affordable housing that meets the needs of residents and aligns with local building and hiring standards.

---

### **Project Overview**

Contractors are invited to submit bids for any or all of the designs in Appendix, however, we ask that the contractor submit a bid for at least the following three styles.

1. One two-bedroom home.
2. One three-bedroom home.
3. One duplex (two units).

Contractors must select one design from Appendix A for each housing type and provide a complete and detailed bid for the lowest possible price, inclusive of materials, labor, and all associated costs.

---

### **Scope of Work**

1. Construct homes based on designs selected from Appendix A, ensuring compliance with all applicable building codes and regulations.
  2. Manage all site preparation, construction activities, and project timelines.
  3. Ensure quality workmanship and adherence to design specifications.
  4. Abide by all City of Gary local hiring ordinances and HUD Section 3 requirements, providing job opportunities to low- and very-low-income persons where applicable.
  5. Adhere to all City of Gary construction standards, permitting requirements, and environmental guidelines.
- 

### **Eligibility Requirements**

All respondents must:

1. Be licensed as a contractor in the City of Gary (reciprocity with other communities is available).
  2. Hold a valid construction license from the City of Gary Building Department.
  3. Be bonded and insured, providing proof of the following:
    - o General Liability Insurance.
    - o Worker's Compensation Insurance.
    - o Performance and Payment Bonds.
  4. Have prior experience in residential new construction and provide references for similar projects completed within the last five years.
  5. Demonstrate compliance with City of Gary hiring ordinances and HUD Section 3 goals.
- 

### **Submission Requirements**

Respondents must include the following in their proposal:

1. **Cover Letter:** A statement of interest and an overview of the contractor's qualifications.
  2. **Bid Pricing:** A complete and detailed cost proposal for at least:
    - o One two-bedroom home.
    - o One three-bedroom home.
    - o One duplex (two units).Include itemized costs for materials, labor, equipment, and any other associated expenses.
  3. **Selected Designs:** Identify which designs from Appendix A the contractor proposes to build.
  4. **Proof of Eligibility:** Copies of licenses, insurance, and bonding documentation.
  5. **Timeline:** A proposed timeline for completing construction for each home type.
  6. **Local Hiring Plan:** A plan for meeting local hiring requirements, including anticipated Section 3 compliance outcomes.
  7. **References:** Contact information for at least three previous clients for whom similar work has been performed.
- 

### **Evaluation Criteria**

Proposals will be evaluated based on:

1. Cost-effectiveness and completeness of the bid.
2. Adherence to the design specifications in Appendix A.
3. Demonstrated experience and qualifications.
4. Commitment to local hiring and Section 3 compliance.
5. Proposed construction timeline and ability to meet deadlines.
6. References and past performance on similar projects.

---

### **Submission Deadline**

All proposals must be submitted to the Department of Community Development no later than **5:00 PM on February 11, 2026**. Late submissions will not be considered.

---

### **Submission Instructions**

Proposals must be submitted in a sealed envelope clearly marked:  
**“Proposal for New Home Construction – Department of Community Development”**

Deliver to:  
City of Gary Department of Community Development  
Attention: Judith L. Samson  
401 Broadway, Suite 300  
Gary, Indiana 46402

---

### **Questions and Addenda**

All questions regarding this RFP must be submitted by email to [lreed@gary.gov](mailto:lreed@gary.gov).

---

### **Conditions of Award**

The City of Gary reserves the right to:

1. Reject any and all proposals.
  2. Waive any irregularities or informalities.
  3. Negotiate with selected contractors to clarify or modify terms.
- 

The City of Gary Department of Community Development looks forward to partnering with skilled contractors to bring this vital project to fruition.