



WORTHINGTON HRA

EQUAL HOUSING OPPORTUNITY

REQUEST FOR PROPOSALS

Design-Build Construction of a Single-Family Replacement Home

1211 Virginia Ave

RFP Number:	RFP-09092026
Issue Date:	September 16, 2026
Proposals Due:	October 16, 2026, 4:00pm
Submit To:	Tanner Rogers, Executive Director Worthington HRA 819 10 th St Worthington, MN 56187

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1. Notice and Invitation to Propose

The Worthington HRA ("HRA" or "Authority") invites qualified general contractors to submit proposals for the design and construction of a new single-family home at 1211 Virginia Ave ("the Property"), on a fixed lump-sum price basis, in accordance with this Request for Proposals ("RFP").

This procurement is funded entirely with local tax levy funds pursuant to Minnesota Statutes § 469.033, subd. 6, and is not subject to federal procurement, wage, or relocation requirements. This RFP is issued under the Authority's procurement authority as a Housing and Redevelopment Authority under Minnesota Statutes Chapter 469.

2. Project Background

The Authority acquired the Property with the initial intent of rehabilitating the existing structure. After soliciting rehabilitation bids, the Authority determined that demolition and new construction represented a more cost-effective path to producing a quality, code-compliant home. The existing structure will be demolished. Demolishing should not be considered as part of this RFP.

The completed home is intended for sale to a private buyer upon completion. The Authority is not applying affordability or resale restrictions to the sale.

3. Site Information

Address: 1211 Virginia Ave

The following setback and buildable area information has been provided by the Authority based on current zoning. Proposers are responsible for independently verifying all zoning, setback, easement, and buildable area information with the City prior to submitting a proposal.

Item	Requirement
Front setback	30 feet (aligned with adjacent homes)
Rear setback	20 feet
Side setback (east)	8 feet
Side setback (west)	10 feet (easement)
Buildable area	Approximately 37' x 70' (2,590 sq. ft.)

A site plan showing the buildable area and setbacks is attached as Exhibit A.

4. Scope of Work

The selected firm shall provide complete design-build services for a new single-family home on the Property, including all required plans, permitting, and construction, for a single fixed lump-sum price. The home shall meet, at minimum, the following requirements:

- Square footage: 1,200 – 1,600 finished square feet
- Bedrooms: 3 minimum
- Bathrooms: 1.5 minimum
- Foundation: slab on grade
- Garage: 1 stall minimum, attached or detached
- Driveway: 12' wide plus approach
- Landscaping: Restoration of all disturbed areas with sod or seed, and basic landscaping (foundation plantings and at least one shade tree), consistent with the surrounding neighborhood.
- Compliance with all applicable City zoning, setback, and building code requirements, including the setbacks identified in Section 3
- Exterior design and massing generally compatible with the character of adjacent homes on the block
- New construction meeting current Minnesota State Building Code and current State energy code at minimum
- All standard finishes, mechanical, electrical, and plumbing systems necessary for a certificate of occupancy and market-ready sale

The selected firm is responsible for obtaining all required City permits and approvals, coordinating all inspections, and delivering a home ready for occupancy and sale.

5. Pricing

Proposers shall submit a single fixed lump-sum price for complete design and construction services as described in this RFP. The lump-sum price shall be all-inclusive of design, permitting, materials, labor, overhead, profit, and bonding/insurance costs. The Authority will not accept proposals structured as a Guaranteed Maximum Price (GMP), cost-plus, or unit-price basis.

Because the lump-sum price will be based on a preliminary design concept rather than final construction documents, proposers shall submit sufficient design detail (see Section 7) to support a firm, fixed price. Any request for price adjustment after award based on design development beyond the proposer's own submitted concept will not be honored absent a written change order approved in advance by the Authority.

6. Minimum Qualifications

To be eligible for consideration, a proposer must demonstrate, at minimum:

- Current Minnesota residential building contractor licensure in good standing
- Commercial general liability insurance and workers' compensation coverage meeting the limits identified in Exhibit B

- Ability to provide a performance and payment bond in the full amount of the contract price
- No unresolved construction litigation, license suspension/revocation, or default on a public contract within the last five (5) years

Proposals from firms that do not meet all minimum qualifications will not be evaluated further.

7. Submission Requirements

Proposals must include the following, organized in the order listed below:

- Cover letter identifying the firm, primary contact, and confirmation of ability to meet all minimum qualifications
- Evidence of licensure, insurance, and bonding capacity
- Key personnel qualifications
- List of previously constructed single family homes
- Preliminary design concept, including:
 - Preliminary floor plan(s) showing square footage, room layout, and bed/bath count
 - Preliminary exterior elevations
 - Site plan showing the home's placement within the buildable area and required setbacks
 - Outline specification / finish schedule (exterior materials, roofing, windows, interior finishes, mechanical systems)
- Fixed lump-sum price proposal, itemized at a summary level (e.g., design, sitework, foundation, shell, mechanical/electrical/plumbing, finishes, general conditions, contingency)
- Proposed project schedule from notice to proceed through certificate of occupancy
- Any exceptions taken to this RFP or the Authority's standard contract terms

Proposals that omit required design detail sufficient to support a fixed lump-sum price may be deemed non-responsive.

8. Evaluation and Selection Process

The Authority will evaluate proposals in two stages.

Stage 1 — Minimum Qualifications and Design Compliance Review (Pass/Fail)

Proposals will first be reviewed on a pass/fail basis to confirm:

- All minimum qualifications in Section 6 are met
- The preliminary design concept meets the required square footage, bed/bath count, foundation type, and setback compliance in Sections 3 and 4
- The submission is complete and responsive to Section 7

Proposals that do not pass Stage 1 will not be considered further and will be notified in writing.

Stage 2 — Price Evaluation

Among proposals that pass Stage 1, the Authority will select the proposer with the lowest responsive, responsible fixed lump-sum price. The Authority reserves the right to seek clarification from any proposer, to reject any or all proposals, and to waive minor informalities in the best interest of the Authority.

9. Anticipated Schedule

Milestone	Date
RFP Issued	September 16, 2026
Deadline for Questions	October 16, 2026, 12:00pm
Proposals Due	October 16, 2026, 4:00pm
Stage 1 Review Complete	October 19, 2026
Anticipated Board Award	October 19, 2026
Anticipated Notice to Proceed	October 19, 2026
Anticipated Completion	TBD upon Award

This schedule is subject to change at the Authority's discretion.

10. Standard Terms and Conditions

- This RFP does not obligate the Authority to award a contract and does not create any right, interest, or expectation of contract in any proposer.
- The Authority reserves the right to reject any or all proposals, to reissue this RFP, or to negotiate final terms with the selected proposer prior to contract execution.
- Award, if made, is contingent upon approval by the Authority's Board of Commissioners.
- The selected firm will be required to execute the Authority's standard design-build construction agreement (Exhibit C) and provide required insurance certificates and bonding prior to notice to proceed.
- The selected firm shall warrant workmanship and materials for a minimum of one (1) year following the certificate of occupancy, in addition to any manufacturer warranties on installed products.
- All work shall comply with applicable federal, state, and local law, including the Minnesota State Building Code and City zoning and permitting requirements.
- This procurement is conducted under the Authority's authority pursuant to Minn. Stat. Ch. 469 and applicable procurement policy adopted by the Authority's Board of Commissioners.

11. Submission Instructions

Proposers must submit one (1) original of their proposal no later than 4:00pm on October 16th, 2026 to:

Tanner Rogers

Executive Director

Worthington HRA

819 10th St, Worthington, MN 56187

507-727-1711

Late proposals will not be accepted. Any addenda will be issued in writing to all firms known to have received this RFP.

Exhibits

- Exhibit A — Site Plan / Setback Diagram (1211 Virginia Ave)
- Exhibit B — Insurance and Bond Requirements

Exhibit A — Site Plan / Setback Diagram

1211 Virginia Ave — buildable area and required setbacks. Not to scale. Proposers are responsible for independently verifying all zoning, setbacks, easement, and buildable area information with the City prior to submitting a proposal.

1211 Virginia Ave



Legend

parcels

Address_Points

*Not to Scale



Exhibit B — Insurance & Bond Requirements

Prior to notice to proceed, the selected firm shall furnish certificates of insurance evidencing the coverage below, underwritten by an insurer authorized to do business in Minnesota. The Authority's own liability coverage is provided through the League of Minnesota Cities Insurance Trust (LMCIT); the selected firm's coverage is separate from, and in addition to, the Authority's coverage and does not reduce or replace the firm's obligations below.

Coverage	Minimum Requirement
Commercial General Liability	\$1,500,000 per occurrence / \$2,000,000 aggregate
Automobile Liability (owned, hired, non-owned)	\$1,500,000 combined single limit
Workers' Compensation	Statutory limits under Minnesota law; Employer's Liability \$500,000 each accident
Umbrella / Excess Liability	\$1,000,000 per occurrence, following form over CGL, Auto, and Employer's Liability
Professional Liability (design services)	\$1,000,000 per claim, covering the firm's design/architectural services under this design-build contract
Builder's Risk	Provided by the Authority through LMCIT for the duration of construction. The selected firm is not required to independently carry builder's risk coverage but shall comply with all conditions of the Authority's builder's risk policy (site security, materials storage, and loss-reporting requirements) and shall be responsible for any deductible resulting from the firm's or its subcontractors' negligence.

The Authority shall be named as an additional insured on the selected firm's Commercial General Liability and Umbrella/Excess Liability policies on a primary and non-contributory basis, with a waiver of subrogation in favor of the Authority. Certificates of insurance must be provided prior to notice to proceed and upon each renewal throughout the contract term.

Performance and Payment Bonds Required: Pursuant to Minn. Stat. §§ 574.26–574.32, if the total contract price exceeds \$175,000, the selected Contractor shall furnish, prior to execution of the contract, a Performance Bond and a Payment Bond, each in an amount equal to 100% of the contract price, issued by a surety company authorized to do business in the State of Minnesota. The Performance Bond shall guarantee completion of the work in accordance with the contract terms, and the Payment Bond shall guarantee payment of all claims for labor and materials furnished under the contract.