



Request For Qualifications (RFQ)

The Opportunity

The Southwest Partnership, Inc., ("SWP"), through this RFQ, is seeking to identify **3-5 general contractors** to implement the Southwest Housing Action Plan, our comprehensive strategy to rehabilitate housing across seven neighborhoods in southwest Baltimore City.

With a focus on addressing vacancy, increasing homeownership, and supporting current and future residents, the plan aims to rehabilitate blighted and vacant homes, increase homeownership, and expand access to affordable housing options.

The Partnership is acquiring vacant properties in Mount Clare and Hollins Market to implement this plan. Contractors awarded under this RFQ will be asked to provide cost estimates as properties are evaluated for acquisition, and will then be offered a contract on one or more of the acquired properties based on capacity and experience. Additional properties may be available for contractors who sustain a high quality and pace of construction on their initial site(s).

Applicant Eligibility

SWP is pursuing a competitive solicitation for general contractors in alignment with our commitment to use fair, consistent, and transparent practices in our procurement process.

Interested parties **must**:

- Be in good standing with the State of Maryland
- Have a valid and active MHIC license
- Be fully bonded and insured, including carrying general liability, worker's compensation, and builder's risk policies
- Have documented prior experience with Baltimore City vacant property rehabilitation projects within the past five (5) years

While ultimately each vendor must be able to provide excellent products or services at a fair price, SWP is committed to seeking out proposals from minority- and women-owned businesses, local businesses, and social enterprises. SWP does reserve the right to select, from among a pool of qualified proposals, the one that best provides an opportunity to further its mission. Staff will support applicants in registering with the appropriate entity as W/MBE, if desired.

All interested parties who meet the above requirements are invited to submit a response.

Proposal Requirements

Interested parties should submit a written electronic response that includes the following:

- **Capability Statement:** Identify and describe the qualifications of all key personnel you plan to engage for this project, including one specific individual who will serve as the best point of contact for the project.

An active MHIC licence must be held by a member of the responding entity.

NOTE: Design/build submissions are welcomed.

- **Current Capacity and Availability:** Your response should include the following information:

1. Number of current active projects
2. Number of properties your team can handle at any one time
3. Lead time required to mobilize and start work

- **Past Work:** Please provide examples of similar or comparable prior work on up to **three full gut rehabs** in **Baltimore City completed within the past five years**. Your examples should include:

1. Address
2. Construction start and completion dates
3. Before and after photos
4. Approximate square footage
5. Approximate total contract value as completed, including any change orders
6. Owner/Developer reference contact information
7. Please note if the project successfully used CHAP tax credits

NOTE: All projects completed under this RFQ, whether subject to CHAP review or not, must also comply with the [BVRl Rowhouse Rehabilitation Guidelines here](#).

- **Disclosure:** Applicants are requested to disclose any ongoing or pending litigation or MHIC complaints.

Fee Structure, Compensation, and Expectations

SWP intends to follow the following approach to compensation. Interested parties should know upfront that these expectations will be part of the offered contract on any project.

1. **Proposals:** SWP will invite awardees to submit cost estimates for properties as they are being acquired. These cost estimates will serve as the basis for not-to-exceed contracts for the project sites. Any change following the execution of a contract will be subject to a change order and approval process.
2. **Design Work and Finishes:** Where feasible, SWP will attempt to bid projects to awardees based on final designs. SWP reserves the right to select and specify all finishes as part of the cost estimating and contracting process.
3. **Timeline:** SWP will negotiate a project schedule for sites awarded under this RFQ *not to exceed eight months* from the date building permits are issued. Any timeline extension must be approved through a change order process.
4. **Draw Schedule:** SWP will negotiate a draw schedule with the selected contractor during the onboarding phase with clear inspection and approval points. An initial draw may be negotiated as a part of this process. The final 10% of the contract value will be retained until a U&O is issued for the property.
5. **Payment:** SWP maintains a net 15 payment policy. All payments will be processed within 15 days of receiving all required documentation, including invoices, lien waivers, and inspection approvals. SWP will use the Homestarter portal for project management and all draws will have to be submitted through that system. Awardees will be offered training and support with this process.
6. **Lien Releases:** All GCs and subcontractors must sign lien waivers before receiving final payments to protect SWP from potential legal claims.
7. **Insurance Requirements:** All awardees must provide insurance documentation, including:
 - a. General Liability.
 - b. Worker's Compensation.
 - c. Builder's Risk, listing SWP as an additional insured.
8. **One-Year Warranty:** SWP will require development partners to provide a one year warranty for work completed on properties through this program, measured from the time that the property is sold or refinanced.

Proposal Submission and Review

1. **All final responses must be submitted electronically to Development@swpbal.org by 12pm noon EST, Friday August 28th, 2026** with the title, “**Housing Rehabilitation RFQ.**” You will receive confirmation via email that your proposal has been received within 3-5 business days after submission. Late submissions will not be reviewed or considered.
2. SWP staff may reach out to eligible applicants for additional information or clarification during the RFQ review process.