

### **2018-2019 Request for Proposal (RFP)**

Issued: August 21, 2018

Requests for Information (RFI's) by: November 2, 2018

Submit all questions in a single document including the name of your school to:

Katie Carbone at [kcarbone@srbx.org](mailto:kcarbone@srbx.org)

Deadline for Phase 1 Deliverables: November 16, 2018

Deadline for Phase 2 Deliverables: February 1, 2019

Deadline for Phase 3 (PowerPoint and Video Submission): March 15, 2019

Final Submission (Presentation): March 22 (in-class programs) and March 23 (after-school programs) 2019

*Please Note: All deliverables are to be sent in a single package by 5 pm to [kcarbone@srbx.org](mailto:kcarbone@srbx.org).*

*Files that exceed size limits for email may be uploaded to a Google Drive or Dropbox folder.*

*Permission and notification of uploaded package must be sent to [kcarbone@srbx.org](mailto:kcarbone@srbx.org).*

*Links to resources may be obtained in the CREATE Dropbox: [www.srbx.org/createdropbox](http://www.srbx.org/createdropbox)*

#### **Introduction:**

A trend that is particularly notable in California but is prevalent across the country is the rising cost of real estate and rental prices. Millennials and Gen Z'ers that are hitting the workforce are doing so with record levels of debt and many are being forced to live with their parents in an attempt to increase savings. At the same time with younger and older generations alike placing a higher value on experiences over home ownership, alternatives to traditional housing are being sought. One such alternative is the "tiny house" movement.

The CREATE Board of Directors invites proposals for the creation of a "tiny house" with a livable area of between 100 and 400 square feet. The tiny house must be mobile (trailer mounted) with a total design budget (excluding the trailer) of \$50,000. All tiny houses must include a dedicated sleeping space, a kitchen with traditional appliances (a stove and refrigerator as a minimum; use of hot plates as the primary cooking source is not acceptable), a restroom with a shower and commode (plumbed or composting), and a living area. The total weight of the tiny house, including the trailer and all contents, is not to exceed 10,000 pounds. To be able to travel on roads without special permits the dimensions of the tiny house should not exceed 8'-6" wide by 40'-0" long by 13'-6" in height (with height measured from the top of the road surface).

### **Project Requirements:**

The following items are to be included in your Phase 1 Submission:

- 1.0** All students participating in the CREATE Program **must** register online in order for the team to receive points. Student registration: [www.srbx.org/createstudent](http://www.srbx.org/createstudent).
- 1.1** Project narrative: 500-word maximum narrative describing your team's concept, the client of your choice and three key design elements to be used in its construction.
- 1.2** Hand sketches: 2-dimensional hand sketches of elevations of your tiny house including at least one long side and the rear. Sketches should be to scale and dimensioned to verify your tiny house meets the required dimensional requirements.
- 1.3** Meeting Summary: Typed meeting minutes for all team meetings using the template provided.
- 1.4** Trades Day field trip summary to include an attendee list, 150-300 word description and 2-3 photos from the event.
- 1.5** Summary of a scheduling and estimating exercise.
- 1.6** Student Resumes (resumes may have a standardized format for the entire team or each student may use their own preferred format. Students may also create a resume using the LinkedIn template).
- 1.7** Join the CREATE LinkedIn Group. The team with the greatest percentage of students who join the group will receive 1 extra bonus point added to their overall score. If a student is already a member of the CREATE LinkedIn Group, they do not need to join again and they will be added into the team's percentage.

The following items are to be included in your Phase 2 Submission:

- 2.0** Project floor plans: Schematic level plans should be to scale and should define program spaces including but not limited to the required sleeping space, kitchen, restroom and living areas. Separate plans should be provided for the main level and any optional additional levels such as lofts or occupied roof areas or decks.
- 2.1** Field trip summary: Submit a written description, attendance list and photos of group field trips (1 minimum). List of any future scheduled field trips not yet taken.

The following list of items is to be included in your Phase 3 Submission

- 3.0** PowerPoint or other form of a digital Presentation shall include:
  - 3.1** A description of your team's concept including reasoning and research behind your choice of design elements for the tiny house
  - 3.2** Group's choice of an engineering component – can be structural, mechanical, electrical, civil, stormwater or environmental etc. Provide any sketches, diagrams, supporting calculations, or any other supporting documentation demonstrating development of your concept.

*Educate and inspire students to pursue career pathways which create the built environment.*

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- 3.3** 3D rendering or model of the project – can be physical or electronic and shall represent the entire building or structure being submitted.
- 3.4** Description of your Physical mock-up of a building component within the project – this is to be a scale model of a section of a building system. Examples may include a wall section, a plumbing fitting, duct assembly, flooring section or any other component of the building. Please bring your Physical mock-up on the day of your team’s Final Submission (Presentation).
- 3.5** Video – Create a short promotional video for the CREATE Program that would inspire others to participate (approximately 90-180 seconds). Your school must be identified in the video.

The following list of items is to be included in your Final Submission (Presentation)

- 4.0** 10 minutes minimum/15 minutes maximum duration oral presentation that includes a summary of all of your Phase 3 Submission deliverables including bringing your Physical mock-up on stage for demonstration/display and the playing of your promotional video.

**Project Scoring:** see attached Appendix A

Have fun and CREATE!

## Appendix A

### PROJECT SCORING:

# CREATE

## Mentoring Program

A program of the SRBX Education Foundation

*Educate and inspire students to pursue career pathways which create the built environment.*

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Project Points	0-100
1.1 Project Narrative	0-3
1.2 Hand Sketches	0-3
1.3 Meeting Summary	0-3
1.4 Trades Day (Percentage of Student Attendance)	0-10
1.5 Scheduling and Estimating Summary	0-3
1.6 Student Resumes	0-3
1.7 Join CREATE LinkedIn Group (Bonus)	(1)
2.0 Project Floor Plans	0-10
2.1 Field Trip Summary	0-5
3.1 Research and Reasoning	0-5
3.2 Groups Choice	0-10
3.3 3D Design	0-10
3.4 Physical Mock-Up	0-10
3.5 Video	0-10
4.0 Presentation	0-15

### Appendix B

**Meeting minutes template: 2 pages maximum to be submitted in PDF form**

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CREATE Mentoring Program

5370 Elvas Avenue, Sacramento, CA 95819 | 916.465.8346 | creatementoring.org

### Team Name

### Meeting Minutes

**Date:**

**Location:**

**Mentor Attendees:**

**Student Attendees:**

**Recorded By:**

**Old business:** (Review action items list from previous meeting)

- Item A
- Item B
- Item C...

**Meeting Summary:** 150-300 words describing what took place during your team meeting. Examples include a summary of any mentor presentations, design process or decisions made for your project.

**Activity Summary:** Brief description of any hands-on activities including the outcomes or lessons learned.

**Action items:** (provide 3-5 action items to be completed before the next meeting)

- Item A
- Item B
- Item C...

**Photos:** (insert 2-3 photos from each meeting)