PROPOSAL FOR:

East Manawa Redevelopment Area

10 Four-Unit Single Family Attached Units

COUNCIL BLUFFS Iowa








CB HOMES

PREPARED BY:
CB BUILT HOMES LLC

Chris Polley, Owner/Project Operations Manager
1807 20th Street, Harlan, IA 51537
CBbuilthomes@hotmail.com | 402-712-8665
SAM.GOV UNIQUE ID: C2NUZTEJ3LV3

CB HOMES

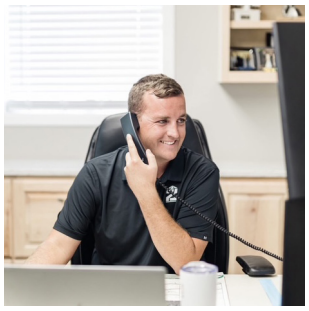
SUMMARY OF QUALIFICATIONS

"Developing Dreams for an Attainable Future"



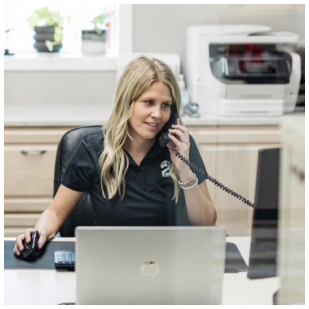
CB Built Homes, based out of Harlan, Iowa, is a residential home builder founded by Chris and Carrie Polley and Wes and Lisa Zimmerman. Wes and Lisa are third generation owners of Zimmerman Sales and Services, ASM Services, and Wesli Management in Neola, IA.

Wes and Chris teamed up as they both seen a much dire need for attainable housing, not the mention that are both from the same small community area where the tornado hit last year in Minden. It was a mission to get it built back as soon as possible. Chris knew that what he was developing using off-site construction it would eventually take off, and he knew that Wes would be a perfect teammate to help launch what is now today -- CB Built Homes LLC.



The Company rapidly took form and hit the ground crushing timelines, meeting budgets, and proving that the systems they are putting in place are working.

Wes and Chris work together on all the projects within both companies. They are building in several of the small communities surrounding the metro areas on both the Iowa and Nebraska sides and even growing nationally with their National Set Crew, installing Modulars for the ones who don't have the experience.



Our mission to create Affordable Housing is accomplished through off-site building practices, speeding the processes of new home construction completion times by 30-40%. Modular construction is revolutionizing the way we think about building homes. By building modular units in a controlled factory environment, we can streamline the construction process, reduce costs, and improve quality.

The affordable housing crisis in the United States has reached critical levels, affecting millions of families and individuals. As housing prices soar and the availibility of attainable options dwindles, there is an urgent need for innovative solutions. CB Built Homes is successfully addressing this crisis by utilizing modular construction to provide affordable housing solutions across Iowa and Nebraska.

CB HOMES

RELEVANT PROJECT EXPERIENCE

NOPE, LLC

- Series of 3 4-Plex Multi-Family Units; 3-bedroom, 2 bath, 1,650 SF

*** We worked with Jamie and her crew on developing this project and bringing it to completion on a tight timeline. After the tornado hit the town of Minden, IA early last year, Chris at CB Homes received a call from one of the Iowa Economic Development reps telling him there was going to be a grant system opening up to help rebuild the hit communities. CB Homes had a meeting with NOPE,LLC and proceeded to prepare for the possibly of being awarded the grant and the development started. CB Homes and NOPE, LLC continue to partner on several projects to provide housing in the form of rentals and build/sells.*

Wesli Management Group

- 8 Townhouses in the Woodbine, IA development; 8 3-bedroom, 2 bath, 1,400 SF & 8 2-bedroom, 2 bath, 1,200 SF
- 7 Townhouses in Shelby, IA; 8 3-bedroom, 2 bath & 6 2-bedroom 2 bath
- 1 Custom home build and sell 1,800 SF

KP Rentals, LLC

- 2 Single-family dwellings, 3-bedroom, 2 bath on full basement foundations

*** Both of these houses were completed simultaneously in a 4-month time frame.*

Housing Growth Partners, LLC

- 1 4-Plex Muli-family in Omaha, NE
- 5 4-Plex Mulit-family, 1 Townhouse and 1 Single-family dwelling in Omaha, NE; includes OPW street construction (Habitat for Humanity Omaha Partnership)
- 1 Townhouse in Omaha, NE

***All of these homes are geared towards the affordable housing market in Omaha. This group has teamed up with other community entities to bring housing availability on income restricted guidelines.*





CB HOMES

ADDITIONAL PROJECT TEAM



Project Strategy
Project Oversight

ANDREA KATHOL, OWNER, FIELD DAY DEVELOPMENT

Andrea Kathol has more than 18 years of experience in real estate development, financing and community development. She has been responsible for high-dollar budgets and transformational projects. She knows real estate development inside and out.

Always focused on the end result, Andrea refuses to get distracted by roadblocks. Whenever sure-to-come surprises pop up, she keeps a level head with friendly finesse. Her clients say she's a life-saver, that they couldn't have done their projects without her.

Andrea previously served as the Executive Director of the Pottawattamie County Development Corporation (PCDC), a 501(c)(3) non-profit. There, she oversaw several transformational, historic-redevelopment projects in Council Bluffs. Notable projects included the redevelopment of the Hughes-Iron building and the Creston House.

Education & Certifications:

Bachelor's Degree in Interdisciplinary Social Science
Master's Degree in Public Administration
Housing Development Finance Professional Certified, NDC, 2009
Economic Development Finance Professional Certified, NDC, 2010

Recognition & Community Engagement:

Board Member of Together, Inc.
Board Member of Restoration Exchange Omaha, 2016 – 2019
Board Member of Spark Omaha, 2017 – 2023
2019 WCA Tribute to Women Award Recipient
2022 Omaha Jaycees TOYO! Award Recipient

Relevant Project Experience:

- Housing Growth Partners Attainable Housing 25th & Corby – *Omaha, NE (in progress)*
- Housing Growth Partners Attainable Housing 26th & Corby –Omaha, NE *(in progress)*
- Custom Home of Paul & Annette Smith – *Omaha, NE (in progress)*
- Pottawattamie County Public Health Department Building – *Council Bluffs, IA*
- Lionhead Development Affordable Housing 24th & Ohio – *Omaha, NE*
- Shirley Tyree Theater – *Omaha, NE*
- Urban Chiral Condos – *Omaha, NE*

CB HOMES

ADDITIONAL PROJECT TEAM



Contract Negotiation
Budget Development
Bank Financing
Accounting & Cashflow
Grant Management
Project Oversight

COURTNEY BREWER, PARTNER & DIRECTOR OF REAL ESTATE DEVELOPMENT, FIELD DAY DEVELOPMENT

With over 20 years of experience in business operations and marketing in both the nonprofit and for-profit sectors, Courtney's skills range from graphic design and communications to project management and strategy.

Having top strengths such as Strategic and Individualization, it's no surprise that Courtney not only takes ownership of her projects, but strives for excellence through creativity, resourcefulness, and perfection. Her conscientiousness and impeccable ethics combine to create a reputation of being utterly dependable. If there's a better, more efficient, or cost effective way to do something, Courtney will find it for you.

As a trained facilitator, Courtney has led community public health strategy efforts to bring together local public health departments, stakeholders, partners, funders, and residents to address key priorities such as mental health, safe communities, healthy housing, access to food, and healthy kids. She brings her expertise to our projects by fostering trust through relationship building, clear communication, and effective collaboration.

Courtney previously served as the Operations & Finance Director of Live Well Omaha, a 501(c)(3) non-profit. There, she managed the organization's daily finances, program budgets, contracts, grant reporting, fundraising and communication. Notable projects included the Bike Omaha Network, Safe Routes to School, and the Live Well Omaha Healthy Kids Coalition.

Education & Certifications:

Associate's Degree in Graphic Art & Design
Bachelor's Degree in Multidisciplinary Studies
Great Plains Leadership Institute Class 15
Trained in ToPs Facilitation Methods

Relevant Project Experience:

- New Visions Veterans Permanent Supportive Housing – *Omaha, NE (in progress)*
- Housing Growth Partners Attainable Housing 25th & Corby – *Omaha, NE (in progress)*
- Housing Growth Partners Attainable Housing 26th & Corby – *Omaha, NE (in progress)*
- Custom Home of Paul & Annette Smith – *Omaha, NE (in progress)*
- Pottawattamie County Public Health Department Building – *Council Bluffs, IA*
- Lionhead Development Affordable Housing 24th & Ohio – *Omaha, NE*
- Shirley Tyree Theater – *Omaha, NE*

CB HOMES

ADDITIONAL PROJECT TEAM



Bidding & Negotiations
Construction Oversight
Schedule Management
Pay Applications

ELLEN ALBERTSON, PROJECT MANAGER, FIELD DAY DEVELOPMENT

Ellen has a Bachelor of Science in Construction Management with 10 years of experience overseeing large-scale, high-profile development projects. With a proven track record in the hospitality sector, she has successfully managed projects like the Capitol District Marriott and the Methodist Corporate Building, where she demonstrated her ability to navigate complex logistics, budgets, and timelines while working closely with the design and construction team to deliver a quality project.

Ellen's strong project management skills, attention to detail, and strategic problem-solving approach are directly applicable to the development of affordable and supportive housing projects. Her experience managing the Capitol District Marriott, a project that required coordination among diverse teams and a deep understanding of construction of multiple areas of the project, while staying on schedule and under budget, has equipped her with the necessary tools to transition into the affordable housing sector.



Davis Bacon Compliance
Task Execution & Support
Quality Control
Closeout & Punchlist

REBECCA BELLOWS, PROJECT COORDINATOR, FIELD DAY DEVELOPMENT

Rebecca has learned to solve complex problems with creative solutions by being able to examine the details while keeping the big picture in mind. Likewise, she enjoys challenges and finds satisfaction with a job well done. She takes great pride in being authentic and reliable.

Most recently, Rebecca supported the team to oversee the completion of the Pottawattamie County Health Department Building in downtown Council Bluffs, a unique mixture of office space, health clinic and supportive services. She also played an crucial role in the recent renovation of the Micah House Women & Children's Shelter and the new Florence M. Lakin Child Development Center where she coordinated the technology, signage and furniture, as well as closely monitored to ensure every final detail was perfection. Most importantly, Rebecca spearheaded the oversight of subcontractor Davis Bacon paperwork for both of these projects to ensure compliance with federal and state funding requirements. She's excited to bring her expertise to your affordable housing project.

APPROACH TO THE PROJECT

Project Requirements: The proposed project will be the construction of ten (10) four-unit single-family attached units (40 total units) within the East Manawa Subdivision using the provided house plans, meeting all Energy Star requirements, and completing and selling all homes to qualified households by December 15, 2026.

CB Built Homes, with the partnership of Field Day Development and Champion Homes, is proposing the use of modular construction to complete and sell all 40 units between September 1, 2025 and December 15, 2026.

Modular construction offers a faster, more efficient, and cost-effective alternative to traditional stick-built methods. Because modular units are fabricated in a controlled factory environment, construction can occur simultaneously with site preparation, reducing overall build time by up to 50%. This parallel workflow also minimizes weather delays and labor shortages, leading to greater schedule certainty. Modular construction also significantly reduces material waste and improves quality through standardized processes and rigorous quality control. The result is a high-performance building delivered more quickly and affordably—without compromising on design, durability, or code compliance. For projects where time, cost, and efficiency are critical, modular construction provides a smarter, more predictable solution.

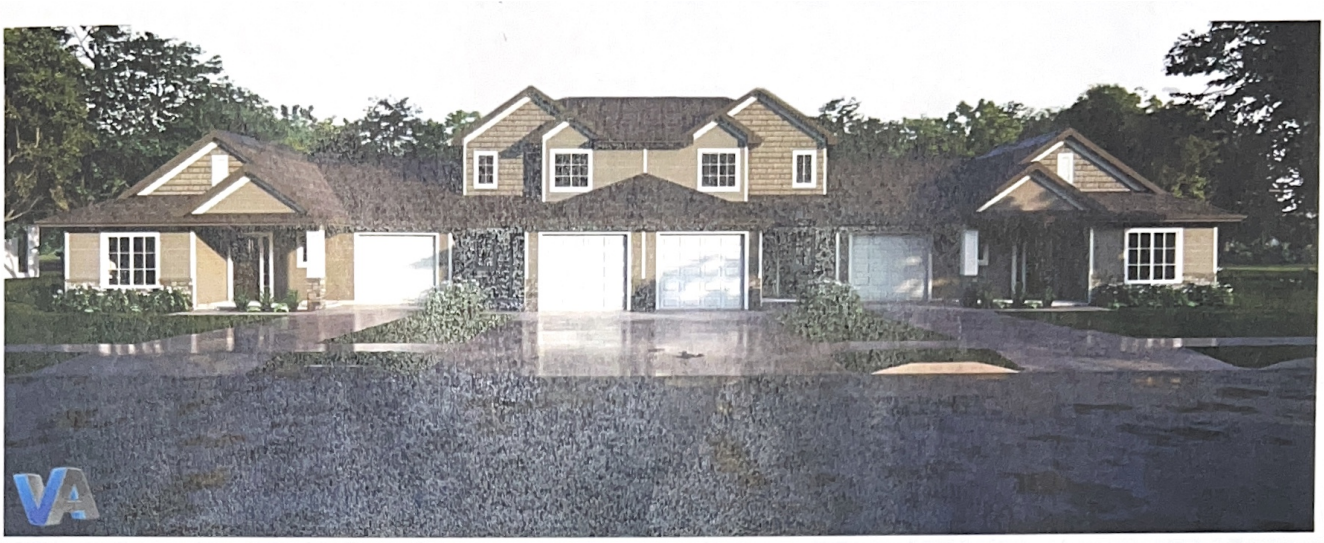
Champion Homes is one of the largest and most established manufacturers of factory-built housing in North America. Founded in 1953 in Dryden, Michigan, the company quickly grew through innovation in mobile and modular housing, vertical integration, and nationwide expansion. Over the decades, Champion has built more than 3 million homes, including manufactured homes, modular homes, park models, and ADUs. Champion operates nearly 50 manufacturing facilities across the U.S. and Canada, including a facility in York, Nebraska, and is recognized for its commitment to quality, energy efficiency, and innovative affordable housing solutions.

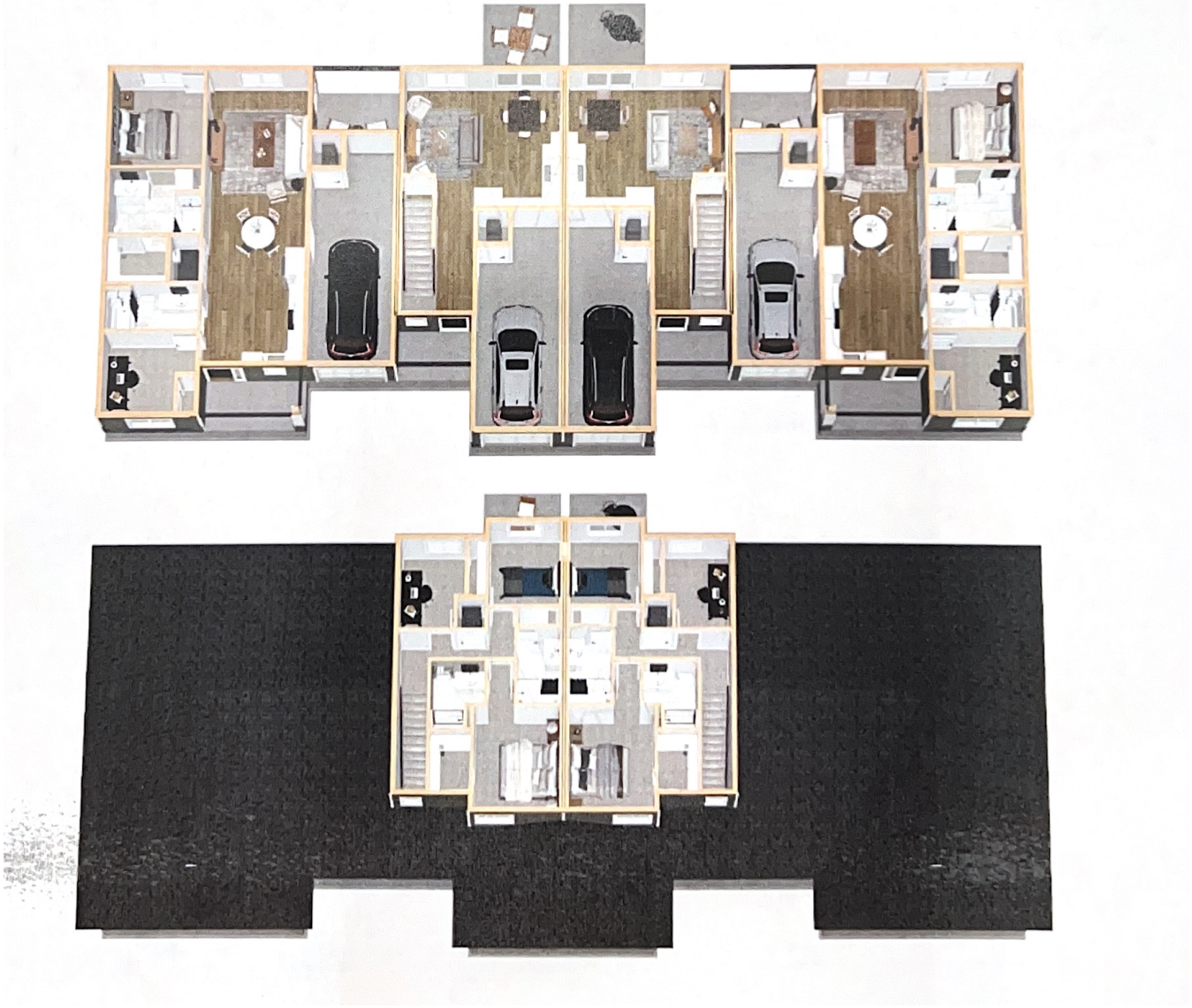
For this project, each four-unit single-family attached unit would be constructed offsite by Champion Homes as 20 individual mods and a roof package. All units receive Nebraska and Iowa State approval inspections, are carefully transported to the construction site, then craned on to the foundations prepared by CB Built Homes where they are assembled – joining walls and roofs, connecting utilities, and completing the interior and exterior of the home for occupancy.

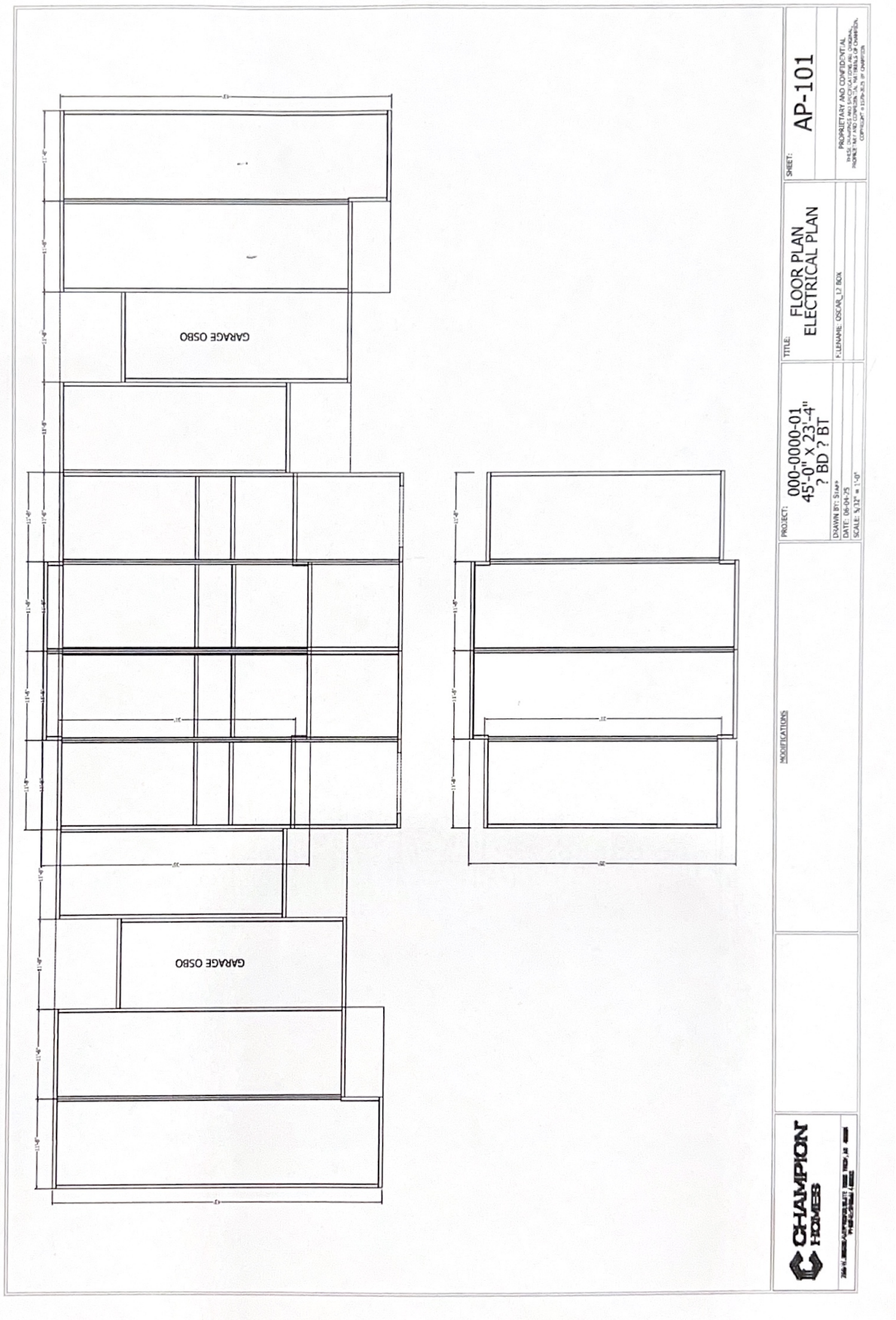
Together, we believe our team and approach are the right way for the City of Council Bluffs to achieve their goal of bringing 40 quality affordable homes to the East Manawa Development within the budget and timeframe established through the State of Iowa's Community Distaster Recovery fund.

Thank you for the opportunity to share our qualifications and to make our services available. If we can offer any further information during the selection process, please contact us. We look forward to answering any questions you may have regarding CB Built or the modular construction process.

CHAMPION RENDERING






GARAGE OSBO
GARAGE OSBO
SHEET: AP-101
TITLE: FLOOR PLAN ELECTRICAL PLAN
PROJECT: 000-0000-01 45'-0" X 23'-4" ? BD ? BT
MODIFICATIONS
CHAMPION HOMES

Task Name	Start Date	End Date	Duration
East Manawa	06/25/25	12/15/26	538d
FEASIBILITY			
CONSTRUCTION	06/25/25	12/15/26	538d
Pre-Construction			
Construction	06/25/25	12/15/26	538d
Proposal Due Date	06/25/25	06/25/25	0
RFP Award Date	07/15/25	07/15/25	1d
Secure Financing & Close on Construction Loan	07/16/25	09/13/25	60d
Verify design with Champion	07/31/25	09/30/25	62d
Bidding and Negotiations	08/01/25	08/28/25	4w
Order Units (1-10)	10/01/25	10/01/25	1d
Secure Project Site	09/01/25	09/05/25	5d
Site Prep	09/06/25	09/25/25	20d
4-Plex Unit #1	09/26/25	02/28/26	156d
Dig Foundations for Unit #1	09/26/25	09/30/25	5d
Pour Foundations for Unit #1	10/01/25	10/06/25	6d
Delivery Unit #1	01/06/26	01/08/26	3d
Set Unit #1	01/09/26	01/13/26	5d
Interior Finish Crew Unit #1	01/14/26	01/28/26	15d
Exterior Finish Crew Unit #1	01/29/26	02/12/26	15d
City Inspections	02/13/26	02/22/26	10d
Punch walk Unit #1	02/23/26	02/27/26	5d
Unit ready for occupancy/sale	02/28/26	02/28/26	1d
4-Plex Unit #2	10/01/25	03/15/26	166d
Dig Foundations for Unit #2	10/01/25	10/05/25	5d
Pour Foundations for Unit #2	10/07/25	10/12/25	6d
Delivery Unit #2	01/21/26	01/23/26	3d
Set Unit #2	01/24/26	01/28/26	5d
Interior Finish Crew Unit #2	01/29/26	02/12/26	15d
Exterior Finish Crew Unit #2	02/13/26	02/27/26	15d
City Inspections	02/28/26	03/09/26	10d
Punch walk Unit #2	03/10/26	03/14/26	5d
Unit ready for occupancy/sale	03/15/26	03/15/26	1d
4-Plex Unit #3	10/06/25	03/30/26	176d
Dig Foundations for Unit #3	10/06/25	10/10/25	5d
Pour Foundations for Unit #3	10/13/25	10/18/25	6d
Delivery Unit #3	02/05/26	02/07/26	3d
Set Unit #3	02/08/26	02/12/26	5d
Interior Finish Crew Unit #3	02/13/26	02/27/26	15d
Exterior Finish Crew Unit #3	02/28/26	03/14/26	15d
City Inspections	03/15/26	03/24/26	10d
Punch walk Unit #3	03/25/26	03/29/26	5d
Unit ready for occupancy/sale	03/30/26	03/30/26	1d
4-Plex Unit #4	10/11/25	04/14/26	186d
Dig Foundations for Unit #4	10/11/25	10/15/25	5d
Pour Foundations for Unit #4	10/19/25	10/24/25	6d
Delivery Unit #4	02/20/26	02/22/26	3d
Set Unit #4	02/23/26	02/27/26	5d

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Task Name	Start Date	End Date	Duration
Interior Finish Crew Unit #4	02/28/26	03/14/26	15d
Exterior Finish Crew Unit #4	03/15/26	03/29/26	15d
City Inspections	03/30/26	04/08/26	10d
Punch walk Unit #4	04/09/26	04/13/26	5d
Unit ready for occupancy/sale	04/14/26	04/14/26	1d
4-Plex Unit #5	10/16/25	04/29/26	196d
Dig Foundations for Unit #5	10/16/25	10/20/25	5d
Pour Foundations for Unit #5	10/25/25	10/30/25	6d
Delivery Unit #5	03/07/26	03/09/26	3d
Set Unit #5	03/10/26	03/14/26	5d
Interior Finish Crew Unit #5	03/15/26	03/29/26	15d
Exterior Finish Crew Unit #5	03/30/26	04/13/26	15d
City Inspections	04/14/26	04/23/26	10d
Punch walk Unit #5	04/24/26	04/28/26	5d
Unit ready for occupancy/sale	04/29/26	04/29/26	1d
Landscaping for units 1 to 5	04/14/26	04/23/26	10d
4-Plex Unit #6	10/21/25	05/14/26	206d
Dig Foundations for Unit #6	10/21/25	10/25/25	5d
Pour Foundations for Unit #6	10/31/25	11/05/25	6d
Delivery Unit #6	03/22/26	03/24/26	3d
Set Unit #6	03/25/26	03/29/26	5d
Interior Finish Crew Unit #6	03/30/26	04/13/26	15d
Exterior Finish Crew Unit #6	04/14/26	04/28/26	15d
City Inspections	04/29/26	05/08/26	10d
Landscaping	04/29/26	04/30/26	2d
Punch walk Unit #6	05/09/26	05/13/26	5d
Unit ready for occupancy/sale	05/14/26	05/14/26	1d
4-Plex Unit #7	10/26/25	05/29/26	216d
Dig Foundations for Unit #7	10/26/25	10/30/25	5d
Pour Foundations for Unit #7	11/06/25	11/11/25	6d
Delivery Unit #7	04/06/26	04/08/26	3d
Set Unit #7	04/09/26	04/13/26	5d
Interior Finish Crew Unit #7	04/14/26	04/28/26	15d
Exterior Finish Crew Unit #7	04/29/26	05/13/26	15d
City Inspections	05/14/26	05/23/26	10d
Landscaping	05/14/26	05/15/26	2d
Punch walk Unit #7	05/24/26	05/28/26	5d
Unit ready for occupancy/sale	05/29/26	05/29/26	1d
4-Plex Unit #8	10/31/25	06/13/26	226d
Dig Foundations for Unit #8	10/31/25	11/04/25	5d
Pour Foundations for Unit #8	11/12/25	11/17/25	6d
Delivery Unit #8	04/21/26	04/23/26	3d
Set Unit #8	04/24/26	04/28/26	5d
Interior Finish Crew Unit #8	04/29/26	05/13/26	15d
Exterior Finish Crew Unit #8	05/14/26	05/28/26	15d
City Inspections	05/29/26	06/07/26	10d
Landscaping	05/29/26	05/30/26	2d
Punch walk Unit #8	06/08/26	06/12/26	5d
Unit ready for occupancy/sale	06/13/26	06/13/26	1d

Task Name	Start Date	End Date	Duration
4-Plex Unit #9	11/05/25	06/28/26	236d
Dig Foundations for Unit #9	11/05/25	11/09/25	5d
Pour Foundations for Unit #9	11/18/25	11/23/25	6d
Delivery Unit #9	05/06/26	05/08/26	3d
Set Unit #9	05/09/26	05/13/26	5d
Interior Finish Crew Unit #9	05/14/26	05/28/26	15d
Exterior Finish Crew Unit #9	05/29/26	06/12/26	15d
City Inspections	06/13/26	06/22/26	10d
Landscaping	06/13/26	06/14/26	2d
Punch walk Unit #9	06/23/26	06/27/26	5d
Unit ready for occupancy/sale	06/28/26	06/28/26	1d
4-Plex Unit #10	11/10/25	07/13/26	246d
Dig Foundations for Unit #10	11/10/25	11/14/25	5d
Pour Foundations for Unit #10	11/24/25	11/29/25	6d
Delivery Unit #10	05/21/26	05/23/26	3d
Set Unit #10	05/24/26	05/28/26	5d
Interior Finish Crew Unit #10	05/29/26	06/12/26	15d
Exterior Finish Crew Unit #10	06/13/26	06/27/26	15d
City Inspections	06/28/26	07/07/26	10d
Landscaping	06/28/26	06/29/26	2d
Punch walk Unit #10	07/08/26	07/12/26	5d
Unit ready for occupancy/sale	07/13/26	07/13/26	1d
De-mobilize from site	07/14/26	07/20/26	7d
Weather/Delay Day Buffer	07/21/26	09/18/26	60d
Date all units must be sold	12/15/26	12/15/26	0
Post-Contruction			
CLOSE OUT			

2025 - 39
CB Built LLC
Supplier Response

Event Information

Number: 2025 - 39
Title: E Manawa Redevelopment Area (Mallard Street)
Type: Request for Proposal
Issue Date: 5/20/2025
Deadline: 6/25/2025 04:00 PM (CT)
Notes: The City of Council Bluffs is applying for the State of Iowa funded Community Development Disaster Recovery (CDBG-DR) fund to construct between 30 and 40 new single-family attached housing units. The chosen property is located within the City's East Manawa redevelopment area generally located north of Huron Circle connecting East Manawa Drive and Mohawk Street. This will be a new street extension known as Mallard Street.

The City is currently in the process of designing the infrastructure extension as well as creation of the preliminary subdivision and platting for the site. A map depicting the project location is included as Attachment 'A'.

The CDBG-DR Single Family Housing Production and Down Payment Assistance Program, Round 3 provides communities the opportunity to apply for funds to increase housing opportunities after the 2019

flood disaster declaration. The City was awarded $6.8 million to provide long-term, quality, single-family housing that is resilient to future natural disasters and affordable to low-to-moderate income households.

The City wishes to work with one or more developers/builders that can assist in the construction of the new attached single-family homes that will be marked through the CDBG-DR program. All units must be completed and sold to qualified households by December 15, 2026. Interested developers and builders must be committed to a timeline that meets this deadline. Attachment ‘B’ includes the guidelines for the CDBG-DR Program.

- Please download and read all attachments thoroughly
- Developers must submit proposals that demonstrate the developer’s capacity to satisfy the requirements of this RFP. Proposals do not need to be elaborate or costly, but should be prepared in a professional manner. Developer must commit to using the provided house plans.
- All interested parties are encouraged, but not required, to attend the in-person Q&A on June 5 at 9:30 am (CST) in the Council Bluffs Public Library, Room B.
- Submit the following information to be eligible for consideration:

1. Cover Page – Summary of qualifications. Include relevant contact information.
2. Developer Experience – Provide a listing of previous projects completed, especially with regard to projects that are relevant to the proposed development.
3. Project Timeline – A timeline for the project design, bidding, construction and occupancy.

- SAM.gov Registration - Must be registered in SAM.gov. A portion of this project is being funded with federal money. The Contractor or any Subcontractors cannot be a debarred vendor on SAM.gov.

Inquiries, Questions and Deadlines

All inquiries/questions regarding this RFP must be directed via the electronic submission system at https://cbiabids.ionwave.net/. Any changes or additions to the RFP information will be sent via IonWave. Any other contact in reference to this RFP prior to the time of an award decision will not be addressed.

RFP Issued: May 20, 2025
In-Person Q&A: June 5, 2025 at 9:30 am (CST), Council Bluffs Public Library Room B

IonWave Q&A Ends: June 10, 2025 at 3:00 pm (CST)
Answers Posted: No later than June 13, 2025 at 3:00 pm (CST)
RFP Due: June 25, 2025 by 4:00 p.m. (CST)

All proposal responses must be submitted through the City's bidding platform IonWave. https://cbiabids.ionwave.net/Login.aspx

Each respondent is responsible for taking the necessary steps to ensure their submission is received and complete by 4:00 p.m. on June 25, 2025.

Incomplete submissions are automatically rejected. The City is not responsible for technical difficulties and will not allow late submissions due to the same. Any bid submitted after the deadline will be automatically rejected.

Contact Information

Address: Community Development
209 Pearl St
Council Bluffs, IA 51503

CB Built LLC Information

Contact: Chris Polley
Address: 101 Barrier Ln
Neola, IA 51559
Phone: (402) 712-8665

By submitting your response, you certify that you are authorized to represent and bind your company.

Chris Polley
Signature

CBbuilthomes@hotmail.com
Email

Submitted at 6/25/2025 03:49:45 PM (CT)

Requested Attachments

Cover Page — CB-Built_Cover.pdf

Summary of Qualifications. Include relevant contact information.

Developer Experience — CB-Built_Experience-Team.pdf

Provide a listing of previous projects completed, especially with regard to projects that are relevant to the proposed development.

Project Timeline — CB-Built_Approach-Schedule.pdf

Provide a timeline for the project design, bidding, construction, and occupancy. All units must be completed and sold to qualified households by December 15, 2026.

Bid Attributes

1	**Proposal Acknowledgement** I hereby certify that I have reviewed the RFP in its entirety including all attachments and accept the terms and conditions. ☑ I have read, understand, and agree.

2 Bidder’s Policy Statement, Required Contract Language, Wage Determination

Each contractor shall cause each of his/her subcontractors to file compliance reports with the contracting agency or the Secretary of Labor as may be directed. Compliance reports shall be filed within such time and shall contain such information as to the practices, policies, programs, and employment policies, programs, and employment statistics of the contractor and each subcontractor, and shall be in such form as the Secretary of Labor or contracting agency may prescribe.

Bidders or prospective contractors or subcontractors may be required to state whether they have participated in any previous contracts subject to the provisions of this nondiscrimination in employment form or Executive Order 11246, or any proceeding similar to either of the two aforementioned items, an in that event to submit, on behalf of themselves and their proposed subcontractors, compliance reports prior to or as an initial part of their bid or negotiation of a contract.

Whenever the contractor or subcontractor has a collective bargaining agreement or other contract or understanding with a labor union or an agency referring workers or providing or supervising apprenticeship or training for such workers, the compliance report shall include such information as to such labor union's or agency's practices and policies affecting compliance as the Secretary of Labor or contracting agency may prescribe; provided, that to the extent such information is within the exclusive possession of a labor union or an agency referring workers or providing or supervising apprenticeship or training in such labor union or agency shall refuse to furnish such information to the contractor, the contractor shall so certify to the Secretary of Labor or contracting agency as part of its compliance report and shall set forth what efforts he/she has made to obtain such information.

The Secretary of Labor or contracting agency may direct that any bidder or prospective contractor or subcontractor shall submit, as part of his/her compliance report, a statement in writing, signed by an authorized officer or agent on behalf of any labor union or any agency referring workers or providing or supervising apprenticeship or other training, with which the bidder or prospective contractor deals, with supporting information, to the effect that the signer's practices and policies do not discriminate on the grounds of age, race, creed, color, sex, national origin, religion, or disability, and that the signer either will affirmatively cooperate in the implementation of the policy and provisions of this nondiscrimination in employment clause, or that it consents and agrees that recruitment, employment, and the terms and conditions of employment under the proposed contract shall be in accordance with the purposes and provisions of this nondiscrimination in employment clause. In the event that the union or the agency shall refuse to execute such a statement, the compliance report shall so certify and set forth what efforts have been made to secure such a statement and such additional factual material as the Secretary of Labor or the contracting agency may require.

☑ I have read, understand, and agree.

3 Required Contract Language

All project contracts shall contain at a minimum the following provisions, as appropriate. ALL CONTRACTS

1. Access and Maintenance of Records

The contractor must maintain all required records for five years after final payments are made and all other pending matters are closed.

At any time during normal business hours and as frequently as is deemed necessary, the contractor shall make available to the City of Council Bluffs, the State Auditor, the General Accounting Office, and the Department of Housing and Urban Development, for their examination, all of its records pertaining to all matters covered by this contract and permit these agencies to audit, examine, make excerpts or transcripts from such records, contract, invoices, payrolls, personnel records, conditions of employment, and all other matters covered by this contract.

2. Civil Rights

The Contractor must comply with the following laws and regulations:

· Title VI of the Civil Rights Act of 1964 (P.L. 88-352).

States that no person may be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, or national origin.

· Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended.

· Iowa Civil Rights Act of 1965. This Act mirrors the Federal Civil Rights Act.

· Section 109 of Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309).

Provides that no person shall be excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, national origin, sex, age, or handicap under any program or activity funded in part or in whole under Title I of the Act.

· The Age Discrimination Act of 1975, as amended (42 U.S.C. 1601 et seq.)
Provides that no person on the basis of age, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving Federal financial assistance.
· Section 504 of the Rehabilitation Act of 1973, as amended (P.L. 93-112, 29 U.S.C. 794).
Provides that no otherwise qualified individual shall solely by reason of his/her handicap be excluded from participation in, be denied the benefits of, or be discriminated against under any program or activity receiving Federal financial assistance.
· Americans with Disabilities Act (P.L. 101-336, 42 U.S.C. 12101-12213)
Provides comprehensive civil rights to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.
· Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).
Provides to the greatest extent feasible, that training and employment opportunities be made available to lower-income residents of project areas and that contracts be awarded to small businesses located within the project area or owned in substantial part by project area residents.
· Federal Executive Order 11246, as amended by Executive Order 11375. Provides that no one be discriminated in employment.
· Federal Executive Order 11063, as amended by Executive Order 12259.

3. Termination Clause
All contracts utilizing CDBG funds must contain a termination clause that specifies the following:
· Under what conditions the clause may be imposed.
· The form the termination notice must take (e.g., certified letter).
· The time frame required between the notice of termination and its effective date.
· The method used to compute the final payment(s) to the contractor.

4. Certification regarding government-wide restriction on lobbying.
All contracts utilizing CDBG funds must contain the following certification concerning restriction of lobbying:
"The Recipient certifies, to the best of his or her knowledge and belief, that:
i. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
ii. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee, or an employee of a Member of congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Federal Lobbying" in accordance with its instruction.
iii. The Recipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure."

5. Lead-Safe Housing Regulations (As applicable)
24 CFR Part 35 et. al.
Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally Owned Residential Properties and Housing Receiving Federal Assistance, Final Rule

6. Standards and Policies Relating to Energy Efficiency
Pub. L. 94-163, 89 Stat. 871
Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

7. Notice of Awarding Agency Requirements and Regulations Pertaining to Reporting
The Contractor must provide information as necessary and as requested by the City of Council Bluffs for the purpose of fulfilling all reporting requirements related to the CDBG program.
ALL CONTRACTS IN EXCESS OF $10,000

In addition to the preceding provisions, all contracts in excess of $10,000 must include the following language, pursuant to Federal Executive Orders 11246 and 11375:
"During the performance of this contract, the contractor agrees as follows:
1)The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
2)The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
3)The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of the Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4)The contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5)The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6)In the event of the contractor's non-compliance with the nondiscrimination clause of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
7)The contractor will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.
ALL CONTRACTS IN EXCESS OF $100,000
In addition to the preceding provisions, contracts in excess of $100,000 shall require compliance with the following laws and regulations:
Section 306 of the Clean Air Acts (42 U.S.C. 1857(h)).
Section 508 of the Clean Water Act (33 U.S.C. 1368).
Executive Order 11738.
EPA Regulations - 40 CFR, Part 15.
Clean Air and Water Acts - required clauses:
This clause is required in all third party contracts involving projects subject to the Clean Air Act (42 U.S.C. 1857 et seq.), the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), and the regulations of the Environmental Protection Agency with respect to 40 CFR Part 15, as amended. It should also be mentioned in the bid document.
During the performance of this contract, the CONTRACTOR agrees as follows:
1)The CONTRACTOR will certify that any facility to be utilized in the performance of any nonexempt contract or subcontract is not listed on the Excluded Party Listing System pursuant to 40 CFR 32.
2)The CONTRACTOR agrees to comply with all the requirements of Section 114 of the Clean Air Act, as amended, (42 U.S.C. 1857c-8) and Section 308 of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1318) relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder.
3)The CONTRACTOR agrees that as a condition for the award of the contract, prompt notice will be given of any notification received from the Director, Office of Federal Activities, Environmental Protection Agency, indicating that a facility utilized or to be utilized for the contract is under consideration to be listed on the Excluded Party Listing System.

4)The CONTRACTOR agrees that it will include or cause to be included the criteria and requirements in Paragraph (1) through (4) of this section in every nonexempt subcontract and require every subcontractor to take such action as the Government may direct as a means of enforcing such provisions.

ALL CONSTRUCTION CONTRACTS IN EXCESS OF $2,000

In addition to the preceding provisions, all construction contracts in excess of $2,000 must include the Federal Labor Standards Provisions (verbatim) found in Appendix 2 under Required Contract Provisions. (Housing rehabilitation contracts of less than 8 units are excluded from this requirement.)

8. Housing and Urban Development Act of 1968 Sample Section 3 Clause

A. The work to be performed under this contract is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701 u. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in the area of the project.

B. The parties to this contract will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR Section 3, and all applicable rules and orders of the Department issued there under prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability that would prevent them from complying with these requirements.

C. The contractor will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding if any, a notice advising said labor organization or workers' representative of his commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

D. The contractor will include this Section 3 clause in every subcontract; for work in connection with the project and will, at the direction of the applicant for or recipient of Federal financial assistance, take appropriate action pursuant to the Subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR Section 3. The contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Section 3 and will not let any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

E. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Section 3, and all applicable rules and orders of the Department issued there under prior to the execution of the contract, shall be a condition of the Federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its successors, and assigns. Failure to fulfill these requirements shall subject the applicant or recipient, its contractors and subcontractors, its successors, and assigns to those sanctions specified by the grant or loan agreement or contract through Federal assistance is provided, and to such sanctions as are specified by 24 CFR Section 135.135.

☑ I have read, understand, and agree.

4 SAM.Gov Registration

I hereby certify that I am registered on SAM.gov and am not on the debarred list.

☑ I have read, understand, and agree.

5 Davis Bacon

I understand that this project is subject to Davis Bacon prevailing wage requirements.

☑ I have read, understand, and agree.

Courtney Harter

From: CB Homes <CBbuilthomes@hotmail.com>
Sent: Thursday, July 10, 2025 11:29 AM
To: Courtney Harter
Cc: Tiffany Schmitt
Subject: Re: E Manawa Redevelopment Area – RFP Update
Attachments: Council Bluffs Response Letter.docx

THIS MESSAGE IS FROM AN EXTERNAL SENDER.
Look closely at the SENDER address. Do not open ATTACHMENTS unless expected. Check for INDICATORS of phishing.
Hover over LINKS before clicking.
Learn to spot a phishing message

Good morning,

We have attached the response letter for the questions in the previous email.

Thank you for your time,
Chris Polley
CB Built Homes LLC
712-215-8665
www.webuildaffordablehomes.com

From: Courtney Harter <charter@councilbluffs-ia.gov>
Sent: Tuesday, July 8, 2025 7:01 AM
To: 'cbbuilthomes@hotmail.com' <cbbuilthomes@hotmail.com>
Cc: Tiffany Schmitt <tschmitt@councilbluffs-ia.gov>
Subject: RE: E Manawa Redevelopment Area – RFP Update

Good Morning,

Below are the questions relating to your RFP. Please respond no later than July 11th so we may consider all answers.

1. How would you construct our house plans in a modular format?
2. Who will be responsible for pulling building permits (general contractor license holder)?
3. How does the Davis Bacon work if you are building in factory?
4. Can the factory-built model meet mass production of 40 units?
5. What is the logistics behind the factory production model?
6. The construction offset is $125,000 per unit that can be collected incrementally. Do you have financing in place for the construction period of the homes until the sale?
7. Are you still willing to participate if you do not receive all 40 units?

Courtney Harter
Director of Community Development
City of Council Bluffs
209 Pearl Street, Council Bluffs, IA 51503
Office: 712.890.5350

Visit Council Bluffs Online

From: Courtney Harter
Sent: Monday, July 7, 2025 3:48 PM
Cc: Tiffany Schmitt <tschmitt@councilbluffs-ia.gov>
Subject: E Manawa Redevelopment Area – RFP Update

Good Afternoon,
Thank you for your submittal to the City's E Manawa Redevelopment Area (Mallard Street) Request for Proposals. The City received seven (7) responses, and we have reviewed all proposals. As we have follow-up questions for each respondent, we will be reaching out individually to request clarifications.
Given this, I will ask the City Council to continue the item for approval to select the builder(s) until **July 28, 2025**. You can expect to receive an email with specific questions on Tuesday.
Thank you again for your interest in the project.

Courtney Harter
Director of Community Development
City of Council Bluffs
209 Pearl Street, Council Bluffs, IA 51503
Office: 712.890.5350
Visit Council Bluffs Online

712-215-8665
cbbuilthomes@hotmail.com
Minden, Ia 51553
www.webuildaffordablehomes.com

BUILT HOMES LLC

IA Lic. # C148143
Neb. Lic # 75401-24

Chris Polley

Co-Owner/Project Operations Manager
CB Built Homes LLC
510 Main St.
Minden, Ia 51553

Courtney Harter
Director of Community Development
City of Council Bluffs
209 Pearl Street, Council Bluffs, IA 51503
Office: 712.890.5350
Visit Council Bluffs Onlin

Thank you for the opportunity to respond to your questions regarding the proposed process. Please see our responses below. Should you need additional information, we are happy to provide it.

1. We intend to leverage our off-site resources for the construction of the 4-plexes. We've already engaged architects and engineers who are adapting your existing house plans into modular designs that match your units exactly. One key advantage of our process is that these homes will arrive on-site fully inspected and approved by the State, complete with inspection seals—streamlining the schedule by minimizing inspection delays, which was highlighted as a concern during the Q&A.

2. The General Contractor, CB Built, will be responsible for securing all required building permits.

3. Champion Homes is highly experienced in government projects. They use a platform to track Davis-Bacon compliance and regularly manufacture both HUD and IRC-coded units. Davis-Bacon wage requirements will be reflected in the pricing of this project.

4. Yes, with more than 100 employees and highly efficient production processes, the factory can complete all units for this project within the proposed timeline.

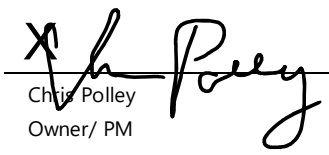
5. Off-site construction allows us to build the homes concurrently with site and foundation work, accelerating the overall schedule. While dirt work, foundations, and utilities are underway, the units will be built in a weather-controlled facility—cutting a typical 90-day cycle down to 30 days per unit set. This cycle continues until all units are delivered. Given the approaching winter months, our plan is to install as many foundations as possible before frost, enabling year-round unit placement and finish work with minimal weather-related delays.

6. Yes, we have a revolving line of credit with suppliers and local lenders to support any necessary funding for the project.

7. To be successful and efficient for both our team and the factory, the project must include all 40 units. Due to the custom nature of the build, the factory must retool and adjust its production lines, dedicating significant resources to this project. Completing the full scope would represent roughly 25% of the factory's workload over the next 6–8 months, making the effort worthwhile and ensuring a strong partnership through the necessary planning and facility changes.

Also, we would like to extend an invite at any convenient time to welcome you on a tour of the facility in York Nebraska and see the operations and assemblies of units being made.

Thank you for the opportunity to bid on your project,



Chris Polley
Owner/ PM