

**SRC 2020-02  
SAVIN ROCK COMMUNITIES  
REQUEST FOR QUALIFICATIONS FOR  
GENERAL CONTRACTOR  
SURFSIDE REDEVELOPMENT**

**ISSUANCE DATE: SEPTEMBER 12, 2020  
RESPONSES DUE: 3:00 P.M. MONDAY OCTOBER 12, 2020**

Savin Rock Communities (“SRC”) (The Housing Authority of the City of West Haven) is seeking a qualified firm to serve as General Contractor for preconstruction and construction services for its proposed substantial rehabilitation of Surfside Apartments 200-204 Oak St. West Haven, CT (the “Project”). SRC is requesting a “Statement of Qualifications and Response to Request for Proposals” from interested parties for the Project. The Project is anticipated to be funded primarily under the HUD Insured 24 CFR 221(d)(4) Loan Program. Prior successful experience working with HUD 221(d)(4) loans, housing authorities and HUD MAP approved lenders are preferred. 100% bonding capacity and sufficient working capital are mandatory to qualify for consideration for the Project. Shortlist candidates will be required to submit (3) years of audited financials.

**A site visit will be held on September 22, 2020 at 10 am at 200-204 Oak St.**

**A full copy of the Request for Qualifications is available by contacting SRC, 15 Glade St. West Haven, CT 06516. Contact is Timothy Crozier by email only at [tcrozier@savinrockcommunities.org](mailto:tcrozier@savinrockcommunities.org). Please do not call or contact any other staff or members of the Board of Commissioners.**

**SAVIN ROCK COMMUNITIES  
REQUEST FOR QUALIFICATIONS FOR  
GENERAL CONTRACTOR  
SURFSIDE REHABILITATION**

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## **I. BACKGROUND**

Savin Rock Communities (the Housing Authority of the City of West Haven) (“SRC”) is seeking a qualified firm to serve as general contractor (“GC”) for SRC’s proposed substantial rehabilitation of Surfside Apartments (the “Project”).

Commencement of the Project is contingent upon funding. SRC contemplates applying for HUD Insured financing through the 24 CFR 221(d)(4) Substantial Rehabilitation Loan Program over the next six months.

Selection of the GC will entail a post-submission interview of the highest ranked firms. In addition to other requirements, the selected GC will be required to demonstrate: 1) 100% bonding capacity for payment and performance bonds on the Project (estimated at up to \$24 million) with a HUD approved surety who is licensed to do business in the State of Connecticut; 2) 5% working capital for the Project along with Respondent’s other outstanding projects; and 3) evidence of successful prior experience as a general contractor for 221(d)(4) projects. Prior GC experience with housing authorities is preferred.

### **1.1 The Property**

Surfside Apartments (“Surfside”) is located at 200-204 Oak St. several hundred feet from the boardwalk and Long Island Sound in West Haven, CT. Surfside is a 230-unit federally subsidized, elderly, disabled public housing site. It was built in two phases, the “High-rise” in 1972 (201 units) and an adjoining “Low-rise” in 1982 (53 units). Surfside consists of 194 efficiency units, 54 1-bedrooms and 6 2-bedroom units. The High-rise and Low-rise are connected by a common hallway and there is a shared community room in the High-Rise. All units are presently occupied (one unit is unoccupied due to legal process).

### **1.2 The Project**

On April 27, 2020 The HUD Special Applications Center granted SRC’s Section 18 Disposition Application. Within the next six months, SRC is seeking to have HUD’s Declaration of Trust released, and for HUD to issue 254 Tenant Protection Vouchers which will then be project-based for existing tenants.

It is anticipated that financing will close in the Spring of 2021, that construction will commence shortly thereafter and take up to 36 months to complete. The Project’s general scope of work involves a substantial rehabilitation of the exterior of the building, replacement of mechanicals and renovation of all units. It is anticipated the Project’s construction activities will be required to occur in 2-3 phases and that the final phase will involve either the rehabilitation of occupied units or brief temporary relocation of residents within the building while their units are renovated in a series of tranches corresponding with the wet walls, plumbing and electrical chases.

Preliminary rehabilitation cost estimates by a third-party cost estimator approximate up to \$24 million in hard costs.

### **1.3 Scope of Services**

#### **Pre-Construction:**

As detailed below, in addition to overseeing construction, the GC will be expected, within 6 months of selection, to assist in finalizing the scope of the Project, in preparing detailed cost estimates for the funding application, in assisting with design and production of construction documents in coordination with SRC's selected architect and with SRC (the "Owner") and/or its instrumentality and competitively bidding and selecting all sub trades. Upon funding, the Owner and the GC may choose a Guaranteed Maximum Price to perform the work identified in the Bid Documents prepared by the Architect and the GC shall enter into contracts with trade subcontractors to perform their respective trade work which comply with all HUD, state and federal requirements.

The GC shall provide services including, but not limited to:

#### **Pre-construction Phase Scope of Services:**

1. Constructability Reviews;
2. Site Logistics Plan;
3. Building Evacuation Plan;
4. Schedule and Phasing Coordination;
5. Cost Control Management; and
6. Construction Documents Conversion Into Subcontractor Bid Packages.

#### **Bid-Phase Services:**

1. Develop the Master Project ("CPM") Schedule;
2. Bid each Bid Package, public advertising bids(ex: State Department of Administrative Services ("DAS") Contracting Portal);
3. Issue subcontractor bid packages;
4. Conduct preconstruction conferences and site visits;
5. Process all addenda;
6. Receive bids from subcontractors and conduct public bid opening;
7. Issue Guaranteed Maximum Price; and
8. Execute subcontractor agreements.

#### **Construction Phase Scope of Services:**

1. Comply with General Conditions;
2. Comply with General Requirements;
3. Conduct Pre-construction Conference;
4. Periodic update the Master CPM Schedule;
5. Monthly update of Schedule of values;

6. Review and Prepare Monthly Progress Payment Requests (in accordance with CHFA’s and/or DOH’s requirements);
7. Periodic Update of Project Cash Flow Projections;
8. Act as the Project’s Prime Liaison;
9. Coordinate subcontractors’ Requests for Information (“RFI-s”) and architectural/engineering (“A/E”) Requests for Information (“RFI”) Responses;
10. Coordinate all change requests and responses;
11. Coordinate all types of submittals;
12. Coordinate all types of testing and Inspections;
13. Coordinate all sub-contractors;
14. Coordinate all sub-contractors participating in commissioning;
15. Provide construction trailers, storage, equipment, barriers, and etc.;
16. Provide all necessary on-site GC personnel;
17. Coordinate Substantial Completion and Turn Over
18. Closeout the Project in 90 days or less; and
19. Support documentation collection for Leadership in Energy and Environmental Design (“LEED) submissions.

It shall be the GC’s responsibility to be familiar with, and take into consideration when responding to, this RFQ, all applicable HUD, federal and State of Connecticut requirements including, but not limited to: construction contract requirements, warranty for construction defects, assurance of completion, progress payment requests, construction guidelines (including but not limited to: project planning & technical review, construction costs, energy conservation, environmental & hazardous material review), standards of design, cost certification, affirmative action, prevailing, Davis-Bacon wages, substantial completion/permission to occupy and final closeout.

**1.4 Preliminary Schedule**

Engage GC	October 27, 2020
Complete Estimates/Drawings and Issue Competitive Bid Solicitation for Sub trades	Jan./Feb. 2021
Closing (funding)	April 2021
Construction start	May/June 2021
Construction end	May/June 2024
Project Closeout	December 2024

## **II. RESPONDENT QUALIFICATIONS**

Contractors responding to this RFQ shall submit the following questionnaire information:

### **2.1. Firm Overview**

1. Business Organization
  - a. If a corporation, include date of and state of incorporation, its business address(es), an organizational chart, and names and addresses of the corporation's officers and members of its board of directors;
  - b. If a partnership, include the date and state of formation, the type of partnership, its business address(es), an organizational chart, and the names and addresses of all general and/or limited partners; and
  - c. If other, include organization type date and state of formation, its business address(es), an organizational chart, and a list of names and addresses of all key members.
2. How many years this business entity been engaged in construction?
3. Is this business entity legally qualified to do work in the State of Connecticut?
4. Please identify any known or possible conflict of interest with any current or former West Haven elected official, SRC Commissioner or instrumentality Board member, any SRC employee or agent or indicate "none".
5. Please provide evidence of a valid State of Connecticut Major Contractor's License; Has this firm's, its principal's or any predecessor's Major Contractor's License ever been suspended or revoked or has the Contractor ever been suspended or debarred by HUD?
6. Is the firm a women's business enterprise ("WBE"), minority owned business ("MBE"), or a small business enterprise (SBE)? Is this firm DAS prequalified?

### **2.2 Experience & Staffing Plan**

7. Please provide an organizational chart for the Project. Please identify key staff including the project superintendent/project manager who will be assigned to the project, describe the role and duties of each proposed key staff member and include their resume, technical experience and credentials. Please provide a summary of project experience (similar projects in particular) for each team member for both pre-construction and construction services.

8. List of all projects that were financed by HUD-insured loan programs (223(f) or 221(d)(4), including project name, lender, date of completion, contract amount and three (3) reference(s).
9. List of all projects for which the respondent contracted with housing authorities, including project name, date of completion, contract amount and three (3) reference(s) (one or more references can be the same as those listed in response to No. 8 above).
10. Provide a summary of completed projects that were not 221(d)(4) projects or for housing authority, that are similar in scope to the Project, including scope, dollar amount, renovation description and date of completion and three (3) reference(s). (Note: References only needed here if, and to the extent, Respondent cannot provide 3 references for 8, 9 above.)
11. Provide a summary of current contracts with general scopes and anticipated dates of completion which demonstrates both capacity to complete the Project and available working capital of 5% of the Project taking into consideration all pending and anticipated projects.
12. If the entity, its principals or any predecessor has ever defaulted on a contract or failed to complete work, please list any such contracts.
13. Is the firm, its principals or any predecessor currently, or has it in the past five (5) calendar years (2015-present), been involved in any litigation either as plaintiff or defendant? If so, provide the details.
14. Has the firm, its principals or any predecessor had any regulatory or safety violations in the last five (5) calendar years? If so, provide details
15. Provide a list of judgments, claims, HUD complaints, arbitration rulings, lawsuits against the organization, its principals or any predecessor during the past five (5) calendar years (2015-present).

### **2.3 Additional References**

16. Provide a letter of reference / interest from a bonding company to supply a bid bond and 100% payment and performance bond for the Project (estimated at up to \$24 million), together with bonding capacity and the amounts of working capital available for the Project.
17. Provide a letter of reference from three (3) vendors speaking to your credit capacity.

### **2.4 Insurance Requirements**

18. For the duration of the Project, the GC will have to meet all insurance requirements including but not limited to 1) a Builders' Risk Injury Policy (Completed Value) with Fire, Extended Coverage and Malicious Mischief Coverage for 100% of the Insurance Value of the Property as determined in accordance with HUD requirements; 2) Commercial General Liability with a combined single limit for bodily injury of not less than (\$1,000,000.00) injury and (\$500,000.00) property damage per occurrence and 3) Workers Compensation Insurances in accordance with the State of CT. Proof of Insurance and of SRC and / or its designee(s) being named as Insured(s) will be required before work is commenced.

### **2.5 Approach to Project**

19. Please provide a statement laying out your proposed approach to this Project, including compliance with schedule and budget, with all HUD, federal and state requirements, health and safety policies and programs including COVID precautions, coordinating a project in an occupied elderly and disabled development, management of subcontractors, budget performance, schedule performance, claims avoidance, and effective project closeout (ninety (90) day goal). Please use examples of prior experience to demonstrate knowledge, skill and capability.

### **2.6 Fee Structure**

1. Provide a preconstruction fee proposal for the scope of services.
2. Provide a proposed fee structure for construction.

Please provide details for each component (i.e. general conditions, overhead and profit). Do not include a construction cost contingency in the fee proposal; this will be part of the Owner's approved development budget.

## **III. SUBMISSION REQUIREMENTS**

### **3.1 Directions for Submission**

All Statements of Qualifications must be submitted in a three-hole binder with tabbed numbers for each identified section. All materials must be submitted in an 8.5" x 11" format. Respondents must submit an original, clearly marked and containing original signature in blue ink, along with 3 copies in a sealed carton by October 12, 2020 at 3:00pm EST, without exception, at the following address, to be deemed responsive and eligible for consideration:

SAVIN ROCK COMMUNITIES

ATTN: Timothy Crozier, Director of Procurement  
15 Glade Street  
West Haven, Connecticut 06516

**Reference: ‘SURFSIDE GC RFQ’**

The burden of proof to establish timely filing of a proposal by overnight delivery service shall be solely upon the entity or person submitting the proposal. It is the respondent’s obligation to ensure the required submission arrives in a timely manner at the specified location. Any proposal which is not properly marked, addressed or delivered to the submission place, in the required form, by the required submission date and time will be ineligible for consideration.

To assure that the respondent’s Statement of Qualifications arrives at the proper place, on time, and to prevent opening by unauthorized individuals, cartons containing submissions, must be identified on the outside, as follows:

Faxed or electronic submissions of the Statement of Qualifications will not be accepted. Once received by WHHA, submissions will not be returned.

**3.2 Written Questions**

All questions or requests for information shall be submitted in writing to Timothy Crozier at [tcrozier@savinrockcommunities.org](mailto:tcrozier@savinrockcommunities.org), by email only. No information concerning this solicitation or requests for clarification will be provided in response to telephone calls to Tim or in response to any communication whether written or oral with any other employee, agent, representative, director or commissioner for SRC and its instrumentalities.

All written questions and requests for information must be received by 12 p.m. on September 25, 2020 in writing by email to Timothy Crozier at [tcrozier@savinrockcommunities.org](mailto:tcrozier@savinrockcommunities.org) and must include a return email address for response. Written questions and requests for information submitted after that date and time will not be responded to.

Written questions (without identification of the questioner) and written responses will be published to all who requested the RFQ by email BCC: and published on SRC’s website and elsewhere.

**IV. SELECTION**

**4.1 Evaluation Criteria**

Selection will be by committee rating and ranking based on each response with points being assigned as follows:

- Capacity 25 pts
- Demonstrated Experience 25 pts
- Project approach 25 pts
- Fee structure proposal 25 pts

TOTAL POINTS 100

## **4.2 Shortlist and Interviews**

Based on the above criteria, all responsive respondents will be rated and ranked, shortlist candidates will be identified and interviews will be scheduled between October 19-October 23.

Shortlist candidates will be asked for additional information, including but not limited to, the last three (3) years audited financial statements and/or business tax returns.

## **4.3 The Contract**

The most responsive and responsible respondent as determined by SRC in its sole and absolute discretion will be selected to enter into contract negotiations with SRC in accordance with the terms set forth in this RFQ and the successful respondent's RFQ Response.

The final contract will be Form of Construction Contract HUD 92442M with additional terms including, but not limited to, General Conditions A201-2017 and Supplementary Conditions HUD 92554M, Architect B108 and the HUD Amendment to the B108 (HUD 92408-M) as well as with other HUD forms referenced in the Owner Architect and the Owner Contractor agreements.

The Contract shall contain all terms, provisions and forms required to comply with all state and federal regulatory requirements, whether or not identified herein. The Contract shall also include a requirement that the subcontracts be competitively bid.

## **4.4 Anticipated Selection Schedule**

<b>September 12, 2020</b>	<b>RFQ ISSUANCE DATE</b>
<b>September 22, 2020 10 a.m.</b>	<b>SITE VISIT / DRAWING REVIEW</b>
<b>September 25, 2020 3 p.m.</b>	<b>WRITTEN QUESTIONS DUE</b>
<b>October 12, 2020 3 p.m.</b>	<b>SUBMISSION DEADLINE</b>
<b>Oct. 19-Oct. 23</b>	<b>INTERVIEWS CONDUCTED</b>
<b>October 27, 2020</b>	<b>GENERAL CONTRACTOR SELECTION</b>

## **V. MISCELLANEOUS PROVISIONS**

1. Responses to this RFQ shall be prepared at the sole cost of the respondent. SRC shall not reimburse for any expenses incurred in connection with this RFQ including, but not limited to, the cost of preparing the initial response and any additional information requested, or travel or other expenses incurred.
2. SRC, in its sole and absolute judgment, reserves the right to (i) amend, modify or withdraw this RFQ, (ii) revise any requirements to this RFQ, (iii) require supplemental statements or information from any respondents to this RFQ, (iv) accept or reject any or all responses to this RFQ, (v) renegotiate or hold discussions with any respondent(s) to this RFQ, and allow such respondent(s) to correct deficient responses which may not completely conform to the instructions contained herein, or immediately eliminate responses which are late, incomplete, or unresponsive to the RFQ, and (vi) cancel and revise, in whole or in part, this RFQ if SRC, in its sole and absolute discretion, deems it to be in its best interest.
3. SRC may exercise any or all of the foregoing rights at any time without notice and without liability to any respondent to this RFQ or any other party.
4. Responses to this RFQ shall become the property of SRC and shall become matters of public record as required under state and federal law.
5. SRC may request from a respondent any or all submitted material in an electronic format.
6. By submitting its proposal in response to this RFQ, each respondent accepts the procurement method used and acknowledges and accepts that the evaluation process will require subjective judgments by SRC.

## **VI. REQUIRED EXHIBITS**

- A. HUD Form 5369-B – Instruction to Offerors, Non-Construction
- B. HUD Form 5369-C Certifications and Representations of Offerors, Non-Construction Contract
- D. Non-Collusion Affidavit
- E. HUD Form 50070 – Certification of Drug Free Workplace
- F. HUD Form 50071 – Certification of Payments to Influence Federal Transactions
- G. Sexual Harassment Training Compliance Certification
- H. COVID-19 Safe Workplace Certification