

REQUEST FOR QUALIFICATIONS (RFQ)

General Contractor Services for Improvements & Upgrades at Bethel Congregate for The Bethel Congregate Corp.

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REQUEST FOR QUALIFICATIONS (RFQ)

General Contractor Services for Improvements & Upgrades at Bethel Congregate for The Bethel Congregate Corp.

Project Location:	101 Simeon Road, Bethel, Connecticut 0680
Project Type:	Renovation – Congregate Residential/Elderly Housing
Solicitation Number:	CHFA 24-522
Contact Person:	Mitchell Sharnick
Email:	msharnick@silverpetrucelli.com
Date of RFQ Issuance:	7/20/26
RFQ Submission Deadline:	7/31/26

SECTION 1: Project Overview and Scope

1.1 Introduction

The Bethel Congregate Corporation (hereafter referred to as "the Owner") is seeking Statements of Qualifications (SOQ) from highly qualified General Contractors (GCs) for the upcoming project, "Improvements and Upgrades at Bethel Congregate."

The purpose of this RFQ is to establish a shortlist of highly qualified Contractors who will subsequently be invited to submit a detailed proposal in response to a Request for Fee Proposals (RFFP) for General Contractor Services.

1.2 Property Description

Bethel Congregate is an existing residential facility constructed in 1985 for congregate/elderly use. The facility consists of one (1) three-story building containing forty-four (44) efficiency units, five (5) of which are designated as accessible units.

1.3 Scope of Work

The work will take place at a congregate residential facility that houses a frail elderly population. Because the building will remain fully occupied throughout the duration of the project, all utility interruptions must be strictly minimized. On-site parking is limited, and the facility receives daily visits from medical aides; therefore, clear means of egress for residents, staff, and emergency services must be maintained at all times.

The project includes renovations to the commercial kitchen, which currently serves a daily hot lunch. This specific phase of work must be expedited to return the kitchen to normal use as quickly as possible. Additionally, the building's single elevator will be undergoing upgrades. Before any elevator work can commence, the Contractor must install and fully operationalize a LULA lift. Finally, the Contractor will be responsible for proactively managing the procurement of all long-lead materials to maintain the project schedule.

The Work of the Project involves comprehensive improvements and upgrades, the details of which will be defined by the Contract Documents prepared by Silver Petrucelli + Associates.

The Work generally includes, but is not necessarily limited to the following major elements:

1. Construction of new LULA electric elevator shaft and all associated equipment, including new metal standing seam roof.
2. Removal of existing EIFS façade and replacement with fiber cement siding system.

3. Removal and replacement of all existing exterior windows with new aluminum windows.
4. Removal and replacement of existing select interior finishes, including flooring and wall finishes, ACT and gypsum board ceilings as detailed in Drawings.
5. Removal and replacement of hollow metal interior doors and frames as scheduled in Drawings.
6. Renovation and reconfiguration of existing bathrooms, to include new fixtures, accessories, and finishes.
7. Provision and installation of furniture, fixtures and equipment as scheduled in Drawings.
8. Provision and installation of new plastic laminate casework and quartz countertop.
9. Installation of new concrete patio and ramp, including new railings and new metal roof over ramp.
10. Removal and replacement of existing asphalt shingle roofing and all flashings and accessories, to include new flashings, caps, fasciae, and other trim metal work as detailed and specified, including new gutters and downspouts.
11. Modernization of existing hydraulic elevator. Work to include removal and replacement of existing cylinder, controller, pump unit, and tank, and upgrade cab finishes and control panels. Bid to include interim and warranty maintenance as detailed in Project Manual.
12. Removal and offsite disposal of asbestos and hazardous materials.
13. Removal and replacement of existing asphalt parking lot and curbs, including new pavement markings.
14. Provision and installation of new CMU dumpster enclosure.
15. Site improvements, landscaping, re-grading and site features as detailed in Drawings.
16. Electrical:
 - a. Selective demolition of power for equipment, or disconnecting & making safe wiring for reinstallation.
 - b. Select demolition of lighting controls & fire alarm devices for new doors.
 - c. Demolition of lighting, interior, exterior & pole mounted, wiring to be reused.
 - d. Removal of generator & tank.
 - e. Demolition of existing intercom system.
 - f. Reconnecting power to equipment, or installation of new circuits for equipment as necessary.
 - g. New lighting, interior, exterior & pole mounted, reconnected to existing circuiting & lighting controls where necessary.
 - h. Installation of new fire alarm devices where needed.
 - i. Electrical work associated with both the elevator renovation & new elevator.
 - j. Installation of new generator/day tank in same location.
 - k. New intercom system for the entire building.
17. Mechanical:
 - a. Selective demolition of fin tube radiation and cabinet unit heaters.
 - b. Existing wall mounted air conditioning units, located throughout the building, to be

replaced with new.

- c. Mechanical fans are to be replaced with new, associated ductwork is to remain.
- d. Kitchen range hood and dishwasher hood are to be replaced with new.
- e. New electric baseboard radiation will be installed in elevator vestibule areas.
- f. New rooftop make-up air and exhaust fan unit serving kitchen range hood shall be installed on existing curb on roof; reconnect existing ductwork to new mechanical units.

18. Plumbing:

- a. Selective demolition of lavatories and water closets, with associated piping cut back and re-routed as noted in the Drawings.
- b. New lavatories, utility sinks, and water closets to be installed.
- c. New 3-bay sink and grease interceptor shall be installed in the kitchen and sanitary piping to tie into existing sanitary system. New kitchen dishwasher to be installed and supply by available domestic cold water and domestic hot water piping and assisted by an instantaneous hot water heater.

19. Offsite disposal of all removed materials.

1.4 Contract Type

The successful GC selected from the subsequent RFP will be expected to execute the project under an open-book, Guaranteed Maximum Price (GMP) Contract. The contract agreement will utilize a modified version of the AIA Document A102 and A201.

SECTION 2: Contractual and Regulatory Requirements

2.1 Funding Sources and Compliance Mandates

This project is anticipated to be funded by the State of Connecticut Department of Housing (DOH) and will be administered by the Connecticut Housing Finance Authority (CHFA). The Contract will be subject to rigorous statutory and regulatory requirements. **Respondents unable or unwilling to comply with CHFA/DOH guidelines shall not apply.**

2.2 License

The contractor must be licensed to perform services in the State of Connecticut and hold a **Major Contractors License**.

2.3 Prevailing Wage and Labor

The project will be subject to State Prevailing Wage Rates. Certified payrolls will be required from the Contractor and all subcontractors working on the Project.

2.4 Fee Limitations

The General Contractor is restricted to the following maximum percentages for cost components used in the subsequent GMP proposal:

<u>Component</u>	<u>Maximum Percentage</u>
General Conditions:	6%
Overhead:	2%
Profit:	6%

The GC shall include the cost of a General Contractor's Cost Certification prepared by an independent, third-party CPA in the construction contract amount. This cost for the GC Cost Certification shall be carried within the Overhead percentage for the project with a maximum of 2% per CHFA Procedures. For guidance on Cost Certifications, refer to the Cost Certification Preparation Guidelines on the CHFA website.

2.5 Bonding and Insurance Requirements

- **Bonding:** A 5% Bid Bond and 100% Performance and Payment Bonds will be required for the eventual construction contract. Evidence of Bonding Capacity is required.
- **Insurance:** General liability, automobile, and worker's compensation insurance are required as fully detailed in in the subsequent RFFP.

2.6 Environmental and Permitting

- **Permits and Fees:** All costs associated with obtaining necessary building permits are the responsibility of the General Contractor and must be included in the GMP.
- **Environmental Review:** Bidders must carefully review all Hazardous Material Testing reports and must account for all related remediation or management costs in their final proposal.

2.7 Diversity and Inclusion (CHRO Affirmative Action)

The contractor who is selected to perform this State project must comply with CONN. GEN. STAT. §§ 4a-60, 4a-60g, and 46a-68b through 46a-68f. State law requires a minimum spending allocation goal of twenty-five (25%) percent of the state-funded portion of the contract for award to subcontractors holding current certification from the Connecticut Department of Administrative Services ("DAS") under the provisions of CONN. GEN. STAT. § 4a-60g. (25% of the total state-funded value with DAS-certified Small Businesses and 6.25% of the total state-funded value with DAS-certified Minority-, Women-, and/or Disabled-owned Businesses.) The contractor must demonstrate good faith effort to meet the spending allocation goals.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER MBE's, WBE's, SBE's DESIGNATED ENTERPRISES ARE ENCOURAGED TO APPLY

The Contractor must also perform community outreach for local hiring. A Local Hiring Plan should be described within the RFQ response.

SECTION 3: Selection Process and Timeline

3.1 Contractor Selection Process

1. **RFQ Submission:** Contractors submit Qualifications based on this document.
2. **Shortlisting:** The Owner reviews submissions based on criteria in Section 4.
3. **Interviews (Optional):** The Owner reserves the right to interview a shortlist of firms.
4. **RFFP Issuance:** A formal Request for Fee Proposals (RFFP) will be issued to the selected shortlist of Contractors.
5. **Competitive Proposals:** The selected shortlist of contractors will submit competitive proposals (bids).
6. **Contract Award:** The Owner may award the bid to the responsive and responsible bidder whose bid, conforming with all the material, terms and conditions of the invitation for bids, is the lowest in price and meets the bid submission requirements noted herein.

3.2 Schedule of Activities

The anticipated schedule for the selection process is outlined below:
(Dates may be subject to change)

<u>Activity</u>	<u>Date / Time</u>
Release of Request for Qualifications (RFQ):	7/20/26
RFQ Responses Due:	7/31/26
Interviews (If Required):	Week of 8/10/26
Contractor Shortlist Announcement:	8/17/26
Request for Fee Proposal (RFFP) Issuance:	8/17/26
Mandatory Pre-bid Walk-through:	8/26/26 @ 2:00 pm
Last Day for Questions:	9/15/26
Final Addendum:	9/17/26
Bid Opening:	9/24/26 @ 2:00 pm

3.3 Submission of Inquiries (RFIs)

All Requests for Information (RFIs) regarding this RFQ must be submitted electronically to the Contact Person listed on the cover page: Mitchell Sharnick at msharnick@silverpetrucelli.com.

SECTION 4: Statement of Qualifications (SOQ) Requirements

4.1 Submission Deadline and Delivery

Submission Deadline: All Qualification Responses must be received no later than **07/31/2026**.

Submission Delivery:

- **Electronic Submission (Required):** Submit one (1) complete electronic copy (PDF format) via email to: Mitchell Sharnick at msharnick@silverpetrucelli.com.

4.2 Required Submittal Documents

The following Index of Submittal Documents is provided to ensure all respondents correctly prepare and submit a complete and responsive RFQ. Responses missing any of the documents listed below **may be deemed incomplete and may be disqualified** at the discretion of the Bethel Congregate Corporation.

<u>Index</u>	<u>Document Description</u>
A	Letter of Interest
B	Executive Summary
C	CHFA & Public Housing Experience & Qualifications
D	Experience Working in Occupied Buildings
E	Comparable Projects
F	Internal Staffing
G	Employment & Contracting Action Plan, including CHRO
H	Required Licenses & Certifications
I	AIA Document A305 Contractor's Qualification Statement
J	Evidence of Bonding Capacity
K	Contact Information for three (3) professional references

SECTION 5: Evaluation Criteria

Bethel Congregate will evaluate all Qualification Responses based on the following key factors.

Qualifications & Experience: Depth of firm experience with projects of similar scope, type, and complexity, specifically **occupied** renovations and congregate residential facilities. This includes the demonstrated quality of past work and overall technical capability.

Financial & Bonding Capacity: Evidence of the financial stability and bonding capacity required to successfully execute and manage a project of this magnitude.

Compliance & Reporting: Proven experience and success navigating DOH/CHFA, SSHIP, and CHRO requirements. This includes the clarity and viability of the proposed Local Hiring Plan, alongside a general history of strict compliance with regulatory reporting.

Past Performance & References: Professional reference feedback evaluating the firm's historical performance, with a specific focus on schedule adherence, change order reasonableness, and overall management.

Submission Quality: The clarity, organization, completeness, and responsiveness of the Qualification Response to all requirements outlined within this RFQ.

Interview Quality (If Applicable): The thoroughness and quality of the firm's responses to questions posed during the optional interview process, should Bethel Congregate elect to conduct them.

SECTION 6: Conditions and Disclaimers

6.1 Right to Reject or Waive

The Bethel Congregate Corporation reserves the following rights regarding this RFQ process:

- To reject any or all proposals if deemed to be in the best interest of the Owner.
- To waive minor informalities and irregularities in proposals received if deemed to be in the best interest of the Owner.
- To request additional information or clarification from any respondent or finalist.

6.2 Contract Award and Approval

Any contract resulting from this RFQ and the subsequent RFFP may require final approval by the Bethel Congregate Corporation, the Connecticut Housing Finance Authority (CHFA), and the Department of Housing (DOH).