

REQUEST FOR QUALIFICATIONS

Construction Services

for the

Town of Warrensburg, New York

Responses are due May 1, 2024, at 3:00 p.m.

REQUEST FOR QUALIFICATIONS

INTRODUCTION

The Town of Warrensburg is excited to announce the 2024 Request for Qualifications to identify qualified General Contractors to assist with the rehabilitation of single-family and mixed-use buildings at multiple properties. The RFQ will be used to develop a list of pre-qualified contractors who will be eligible to bid on rehabilitation projects. All contractors must meet the eligibility criteria and submit qualification documents.

BACKGROUND

The Town of Warrensburg has received grant funds from the New York State Office of Community Renewal for the renovation of single-family owner-occupied homes and downtown mixed-use structures within the municipality. With the aid of a program administrator, a scope of work will be created, and a bid package distributed to eligible contractors. Contractors will be invited to conduct a walk-through of the property and then to provide a quote for the requested services. Projects may range from \$20,000 to \$200,000 and work scope items may include:

- Façade Renovations
- Window/Door Replacements
- Roof Repair or Replacement
- Electrical and Plumbing Updates
- Lead or Asbestos Abatement
- HVAC Repair or Updates
- General construction duties, including any and all duties that must be accomplished to ensure that the units are rehabilitated to local codes and regulations.

The property owner will select the contractor based on a “best-value” criterion. Contracting procedures may vary from program to program.

QUALIFICATIONS

All eligible contractors must be:

- A legally formed business entity (DBA, LLC, C or S Corporation)
- Proof of Insurance
 - Minimum of \$1,000,000 General Liability
 - Worker’s Compensation Insurance (CE-200 Exemption is not applicable)
 - Statutory Disability and Paid Family Leave
 - Automobile Insurance
- Lead Renovator (RRP) Firm and Individual Licensees
- Other licenses that may apply

PROPOSAL SUBMISSION

Proposals must be received by 3pm May 1, 2024.

Each proposal shall contain the following in the order shown:

1. A description of specialties or trades
2. A copy of a W-9. (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>)
3. Proof of Insurance
4. Copy of RRP or other licenses

The Town reserves the right to accept or reject any and all proposals on grounds that are deemed inappropriate and bear no responsibility for the cost to prepare or submit the proposal response. The Town of Warrensburg is an equal opportunity employer. Minority and women-owned businesses and HUD Section 3 businesses and individuals are encouraged to respond.

Emailed proposals will be accepted by Flatley Read, Inc at:

Drew@FlatleyRead.com

Any questions regarding this proposal should be addressed to:

Drew Alberti

Flatley Read, Inc.

12 Spring St., Suite 102

Schuylerville, NY 12871

518-577-5681

Drew@FlatleyRead.com

Thank you for your submission.