

Request for Qualifications

Remediation Services for Crumbling Concrete Foundations

The Capitol Region Council of Governments (CRCOG) is seeking responses from qualified contractors with experience in concrete foundation replacement at privately owned homes. The purpose of this RFQ is to provide a list of qualified contractors for an indefinite quantity of potential users, made up of property owners in towns in Central and Eastern Connecticut who need remediation services to replace crumbling concrete foundations at their homes.

Responses will be on a rolling basis. This RFQ will close quarterly on the last day of the quarter (March, June, September, December).

PROJECT DESCRIPTION

The number of homes affected is unknown. Defective foundations are known to exist in Andover, Ashford, Bolton, Columbia, Coventry, East Hartford, East Windsor, Ellington, Enfield, Glastonbury, Manchester, Mansfield, Somers, South Windsor, Stafford, Tolland, Union, Vernon, Willington and Woodstock, but there may be as-yet-unidentified properties in other North Central and Northeastern communities. The expectation is that an indefinite number of homeowners and/or homebuyers will require the assistance of structural engineers to identify the scope of work for replacing their crumbling concrete foundation.

CRCOG is seeking to add to its list of professional, experienced and qualified residential contractors who can replace a concrete foundation that is crumbling due to a failure of the structural integrity of the foundation related to the presence of pyrrhotite. We are seeking contractors who follow the best practices, as they are currently understood, to remediate a crumbling concrete foundation. The current best practices, as they are understood, is to lift or support the home, remove the foundation and footings, and then replace them with a new foundation and footings. We will accept responses that propose alternate methods of replacement, but the methods must explain the method explicitly, and include evidence of a track record of success.

Successful Respondents will be placed on a list of qualified contractors for the work. The list will be available to individual private property owners for their use in retaining the services of successful Respondents of their choice. Any contract entered into pursuant to this solicitation will be between the contractor and individual property owner. CRCOG will not be a party to any contract, nor will CRCOG be responsible in any way for contract performance including payment terms. Nothing herein, or in any contract resulting from this solicitation should be construed as a guarantee by CRCOG of contract performance.

Requirements

Firms wishing to be considered for the study must submit their qualifications on the website: crcog.bonfirehub.com.

The required information / documentation is as follows:

- 1. Questionnaire.** This is an excel spreadsheet that must be downloaded by the vendor and uploaded with the answers to the questions. Please note, Excel cells can accept full paragraphs for the project description. The questions included are as follows:
 - a. Company Information**
 - b. References.** There is space for five references and brief description of the project. If you would like to add additional references, please do so in your Service Description.
 - c. Project Team** Please provide names, qualifications and experience of personnel assigned to the project. We are requesting 5, but if you have fewer than five, please put N/A in the answers. If you have more than 5, please add their information to the Service Description document you submit. If you do not have enough space and would like to add additional details, please do so under a separate section in your Service Description.
- 2. Fee Proposal.** Please include per unit (e.g., per square foot, per hour etc.) costs for lifting or supporting the house and replacing concrete foundations on residential properties. Please include pricing to remove and replace common items such as decks, landscaping and sidewalks, unless already included in the base costs. Please detail any alternate solutions for basement replacements, if you are submitting a response using an alternate method for replacement.
- 3. Service Description and Implementation Details.** Upload a document that provides a detailed description of each of the services your firm/team offers, along with related marketing materials. Include information regarding any tasks that will be completed by sub-consultants and, if applicable, describe your previous working relationship with the sub-consultant. Please also provide anticipated timeframes for individual project consultation.
- 4. Insurance Requirements.** Responders shall furnish a certificate of insurance which includes the coverages and limits set forth below. Coverage is to be provided on a primary, non-contributory basis:
 - a. General Liability Insurance, including Contractual Liability Insurance and Products/Completed Operations Insurance issued by an insurance company licensed to conduct business in the State of Connecticut with: limits not less than \$1,000,000 per occurrence with an aggregate of \$2,000,000 All, if any, deductibles are the sole responsibility of the contractor to pay and/or indemnify.

- b. Automobile Liability Insurance issued by an insurance company licensed to conduct business in the State of Connecticut with: limits not less than \$1,000,000 for all damages because of bodily injury sustained by each person as a result of any occurrence and \$1,000,000 aggregate per policy year; and limits of \$500,000 for all damages because of property damage sustained as the result of any one occurrence or \$1,000,000 Combined Single Limit (CSL). All, if any, deductibles are the sole responsibility of the contractor to pay and/or indemnify.
- c. Worker's Compensation Insurance in accordance with Connecticut State Statutes.
- d. Any of the aforementioned policies written on a claims made form shall have an extended reporting period not less than two years from the end of the project.

- 5. Responses to Requested Data.** For your submission to be complete you must either answer True/False, Yes/No, or with a number to the following questions:
- a. Are you legally licensed / registered to do business in Connecticut?
(True/False)
 - b. Will any services be subcontracted out? (Yes/No) (if yes, please note and detail in your Service Description)
 - c. Company meets Municipal, and State affirmative action and equal opportunity employment practices (True/False)
 - d. How many years have you been in the industry?
 - e. How many years have you been working with crumbling foundations?

Evaluation and Selection Process

Responses shall be evaluated by CRCOG after the response deadline. All information will remain confidential until consultant selections are finalized. All responders deemed qualified and satisfying the evaluation criteria will be included in a list of qualified vendors for residential property owners to utilize.

Evaluation Criteria:

1. Accuracy, overall quality, thoroughness, and responsiveness to the requirements;
2. The qualifications and experience of the firm, the designated Project Manager, and other key personnel to be assigned to work tasks;
3. Successful performance of similar work efforts;
4. Demonstrated ability to complete tasks in a timely manner;
6. Overall approach to providing the services requested.
7. Overall costs.

Selection Process:

1. An Evaluation Committee will evaluate all responses received for completeness and the respondent's ability to meet all requirements outlined in this RFQ;
2. Additional technical information may be requested from any respondent by the

- Evaluation Committee prior, during, or after review for clarification purposes, however, additional information provided will in no way revise original submitted responses;
3. Based on results of the review of the Statements of Qualifications, interviews, and other requested supplemental information, the Evaluation Committee will select qualified vendors to be included in the project.

ADDITIONAL INFORMATION

While multiple vendors are likely to be included as qualified providers of residential contracting services to replace crumbling concrete foundations as a result of this procurement, there is no guarantee of receiving business from this RFQ. This is an attempt to help individual homeowners with no expertise identify qualified providers of services they may or may not procure. The number of those homeowners is an unknown quantity.

Questions

Any questions should be directed at crcog.bonfirehub.com in the messages section of this project. CRCOG will post its response to questions at crcog.bonfirehub.com. **IT IS THE RESPONDENT'S RESPONSIBILITY TO CHECK THE WEBSITE FOR ANY ANSWERS TO QUESTIONS.** Technical questions or difficulty registering may be directed to Bonfire directly.

DEADLINE

The opportunity to submit qualifications will be as listed on crcog.bonfirehub.com.