

**HOPE PARTNERSHIP
XENOLITH PARTNERS CT**

ABRAHAM PIERSON SCHOOL

**GENERAL CONTRACTOR
REQUEST FOR QUALIFICATIONS**



I. INTRODUCTION

Developers HOPE Partnership and Xenolith Partners CT LLC (“The Developers”) invite you to submit qualifications for General Contractor services for the Abraham Pierson School Project located at 75 East Main S. Clinton, CT 06413.

All communications concerning the Request for Qualifications (RFQ) shall be directed to Andrea Kretchmer of Xenolith Partners CT LLC at andrea@xenolithpartners.com.

Any contact related to this procurement with members of Clinton Town Council, elected or appointed officials, Town employees or anyone other than the contact person shown above, during the procurement process, could result in disqualification of an application.

REQUEST FOR QUALIFICATIONS

The Developers are seeking qualification packages from construction firms with experience in affordable multifamily housing developments for the redevelopment of historic Abraham Pierson School into up to 50 units of residential senior apartments funded by 9% Low Income Housing Tax Credit (LIHTC’s) and Historic Tax Credits (HTC’s).

CONTACT: Questions and requests for information should be directed via email to Andrea Kretchmer at andrea@xenolithpartners.com.

II. INVITATION TO SUBMIT QUALIFICATION PACKAGES

The purpose of this Request for Qualifications (RFQ) is for The Developers to procure General Contractor Services for redevelopment of Abraham Pierson School to up to 50 senior affordable residential units and senior community facility space.

The project architect is Paul B. Bailey Architects of New Haven, CT, and the civil engineer is BSC Group. The architectural drawings (40%) are ready for review and are attached hereto as Exhibit A.

To be considered, Respondents must timely submit a qualification package in response to this RFQ in the manner prescribed herein.

III. THE PROJECT

The Project is the redevelopment of a historic 1932 school to up to 50 residential apartments for senior residents. HOPE Partnership of Clinton, CT and Xenolith Partners CT LLC of Ridgefield, CT have been selected as Preferred Developers to work together on the Project. It is the intention of the Developers to preserve the exterior of the building as well as the gymnasium which is to be used for community space. The School is listed on the National Register of

Historic Places and is part of the Clinton Village Historic District. The Project will be funded using 9% Low-Income Housing Tax Credits (LIHTC's) and Historic Tax Credits (HTC's). It is the intention of The Developers that Xenolith and HOPE will purchase and own the building.

The goal is to commence construction in late 2025 or early 2026.

IV. SCOPE OF SERVICES

Due to the financing structure contemplated, the Project will be subject to CT DOH, CHFA and DECD procurement guidelines, as well as the CT CHRO's WBE/MBE targets, federal Section 3 requirements, and federal and state prevailing wage regulations.

Following the selection of a GC, the Owner and the GC will work together to solicit qualified and competitive bids from subcontractors. The GC should make best efforts to employ local subcontractors and workers. Preference will be given to SBE, WBE, MBE, and Section 3 subcontractors. The GC who is selected to perform this State project must comply with CONN. GEN. STAT. §§ 4a-60, 4a-60a, 4a-60g, and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5.

State law requires a minimum of twenty-five (25%) percent of the state-funded portion of the contract be set aside 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 25% set-aside goals.

In compliance with CHFA and HUD guidelines, the total sum of the GC's general requirements, overhead, and profit shall not, under any circumstances, exceed 15% of the construction trade costs. The GC contract shall include a Liquidated Damages provision.

The GC shall be responsible for delivering the Project on time and within the defined budget. A summary of the GC's scope of services, the details of which shall be described fully in the GC agreement, is as follows:

- Assist Owner with cost estimating, constructability analysis, value engineering, and scheduling during pre-construction (estimated May 2025 to May 2026).
- Establish in coordination with the Owner the final construction budget and schedule.
- Solicit bids from qualified subcontractors (which shall include meeting DOH, CHFA and DECD public bidding requirements), conduct scope reviews and leveling between bidders, and prepare trade award packages for Owner input.
- Track subcontractor trade buyouts against the established GMP budget and deliver a report to the Owner comparing buyouts to the GMP on a regular basis.

- Provide appropriate daily field oversight, project management and documentation of construction.
- Provide accounting services to assemble all subcontractor invoicing and invoice Owner monthly in the G702 / G703 format.
- Collect certified payrolls (CT DOL form WWS-CPI) from the subcontractors for prevailing wage compliance and share them with Owner with each monthly invoice.
- Participate in weekly meetings with the Owner and Architect.
- Circulate shop drawings, RFIs, change order requests and other like documentation to Owner and Architect; document same via updated logs.
- Secure certificates of occupancy; manage punch list and organized close-out and CHFA and/or HUD permissions to occupy.

V. THE CONTRACT

The final Contract between Owner and General Contractor will be A102/A201 construction contract with the Owner with standard general and supplemental conditions. A template version of the contract is attached as **Exhibit B**.

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

The Contract shall contain all terms, provisions and forms required to comply with all state and federal regulatory requirements, whether or not identified herein.

In the Contract, The Developers will require language in any agreement, to terminate any such agreement in whole, or in part, for either's convenience or the failure of the selected firm to fulfill the contract obligations (cause/default).

The Developers shall reserve exclusive ownership of all proprietary interest in, and the right to full and exclusive possession of all information, materials and documents prepared, created or obtained by the selected firm in furtherance of the Project in the event of termination.

In the event that insufficient funds are appropriated and budgeting or funding is otherwise unavailable in any fiscal period for this Project, The Developers and/or Developers shall have the unqualified right to terminate the Agreement upon written notice to the selected firm, without any penalty or expense to The Developers or Developers. No guarantee, warranty or representation is made that any particular work or any project(s) will be assigned to any firm(s).

VI. THRESHOLD REQUIREMENTS

The Owner will review all proposals against the following threshold criteria for selection. Any firms that fail to meet any one of these threshold criteria will be removed from scoring and will not be considered for selection in this RFQ:

1. GC Qualifications: The GC shall be licensed by the State of Connecticut as a major contractor and must have a minimum of five (5) years of relevant experience in the construction of residential facilities. The GC shall provide proof of such experience by submitting a minimum of three (3) reference letters from current and/or past clients, regarding the GC's performance on residential projects of similar type and size. The GC shall provide a minimum of three (3) reference letters from major material suppliers regarding the GC's credit account payment history. Proof of experience may be provided at the discretion of Technical Services if the GC has successfully delivered prior CHFA projects.
2. GC Payment & Performance bonding capacity of \$20 million per project documented with a bond capacity letter from the CM's insurance carrier.
3. GC Insurance containing commercial general liability coverage of at least \$1 million per occurrence and \$2 million aggregate coverage together with at least \$5 million of excess liability coverage, documented with a Certificate of Insurance from the CM's insurance carrier.
4. At least one completed similar project financed with CHFA and/or DOH funding within the past five years, documented with a project sheet describing the project.
5. No adverse conditions disclosed in **Exhibit C** without an adequate explanation by the GC to the Owner's satisfaction.

VII. SCORING CRITERIA

Scoring Requirements

The Owner shall review the RFQ responses based on the following weighted criteria:

1. Company Background / Construction Experience (25/100)

- a. List of previously completed projects in Connecticut with CHFA and/or DOH funding.
- b. Demonstrated record of delivering projects on time and within budget, supported by cost certifications, references, or other similar documentation.
- c. Please describe your company's history and ownership structure.
- d. Resumes or bios for individuals to be assigned to the project, as well as any company executives.
- e. Complete and signed Respondent Certifications & Signature Page (**Exhibit C**)
- f. Responses to the Threshold Requirements described in Section VI of this RFQ.

2. Financial Strength and Capacity (25/100)

At a minimum, a response must include the following to be considered.

- a. Payment & Performance Bonding Capacity
- b. Valid Contractor's Licenses
- c. Certificates of Insurance

The Owner reserves the right to reject any proposal that fails to provide the above information, regardless of its performance in other categories.

In addition, to receive full points in this category, a GC will demonstrate their staffing and financial capacity to complete the project by describing its current work, expected pipeline including dollar amounts, and providing two years of audited financial statements.

3. Equitable Hiring Experience (25/100)

To receive full points in this category, a GC must describe their experience meeting SBE, WBE, MBE, Section 3, and local hiring benchmarks, and provide quantitative statistics describing their achievement of these benchmarks on its previous projects. Bonus points will be awarded if the GC is itself an MBE or WBE.

4. Fee Proposal (25/100)

- 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. In no circumstances may GC fees in the aggregate exceed 15% of the construction trade costs.

VIII. SUBMISSION INSTRUCTIONS

SUBMISSION PROCESS: Qualification packages may be submitted:

via email to **andrea@xenolithpartners.com**

Qualification packages must be received no later than 5:00pm EST on April 21, 2025.

In submitting a response to this RFQ, the Respondent acknowledges that Developers shall not compensate the Respondent for any submission or contract negotiation costs, including costs for preparation, appearances, interviews, and/or travel expenses.

IX. SCHEDULE

RFQ ISSUANCE DATE	March 24, 2025
MANDATORY SITE VISIT	April 2, 2025, at 9:30 am
WRITTEN QUESTIONS DUE	April 7, 2025
RESPONSES PUBLISHED	April 11, 2025
SUBMISSION DEADLINE	April 21, 2025
INTERVIEWS CONDUCTED	April 28-May 2, 2025
GENERAL CONTRACTOR SELECTION	May 7, 2025

X. SELECTION PROCESS

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

	Points
1. Company Background / Construction Experience	25/100
2. Financial Strength and Capacity	25/100
3. Equitable Hiring Experience	25/100
4. Fee Proposal	25/100

A selection committee, made up of Developers' representatives and other stakeholders shall meet to evaluate each response.

Based on the above criteria, all responsive respondents will be rated and ranked, shortlist candidates will be identified, and interviews will be scheduled between April 28th and May 2nd, 2025.

The Developers intend to negotiate with the top ranked firm with the intention to reach an agreement on a fair and reasonable price for basic services and the hourly rate fee of the firm's staff. If an agreement cannot be reached, Developers will terminate negotiation with the firm and proceed to the next highest rated firm until a price determined to be fair and reasonable to both parties is obtained.

Upon successful negotiation of an agreement, Developers will recommend award pending the approval of the Town.

XI. MISCELLANEOUS PROVISIONS

1. Responses to this RFQ shall be prepared at the sole cost of the respondent. Developers 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. Developers, in their sole and absolute judgment, reserve 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 Developers, in their sole and absolute discretion, deem it to be in their best interests.
3. Developers 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 Developers and shall become matters of public record as required under state and federal law.
5. Developers 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 Developers.
7. Attempts at oral/verbal changes, modifications, or withdrawals of any Response will not be recognized and will be disregarded. Written modifications will not be accepted after the RFQ Submission Deadline.

8. Developers reserve the right to request clarifications of information as necessary of one or more Respondents after the RFQ Submission Deadline.
9. Submissions shall be firm for a period of 90 days following the RFQ Submission Deadline.
10. All submissions shall be made without any prior understanding, agreement, or accord with any other person submitting a qualification package for the same service. By delivering a response to this RFQ, the Respondent represents that their submission is in all respects bona fide, fair, and not the result of any act of fraud or collusion with another person engaged in the same line of business or commerce.
11. The Respondent certifies by submission of a proposal that it is not a debarred, suspended, or ineligible contractor by any Agency of Federal or State government. No proposal received from a debarred, suspended, or ineligible contractor will qualify for award.
12. The Respondent certifies by submission of a proposal that it has no identity of interest with any member of the Development Team as described above.

XII. EXHIBITS

The following exhibits are included as attachments to this RFQ:

- A. Construction Plans and Specifications
- B. Template A102 / A201 construction contract
- C. Respondent Certifications & Signature Page

EXHIBIT A. Construction Plans and Specifications

[Pierson School 40%](#)
[Pierson School 40% Spec](#)

EXHIBIT B. Template A102 / A201 construction contract

[A102 Contract Template](#)
[A201 Contract Template](#)

EXHIBIT C. Respondent Certifications & Signature Page
RFQ FOR GENERAL CONTRACTOR SERVICES

HOPE Partnership / Xenolith Partners CT LLC

RFQ CERTIFICATION

I certify that any and all information contained in this RFQ is true.

I certify that this RFQ is made without prior understanding, agreement, or connections with any corporation, firm or person submitting a RFQ for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud.

I certify that this firm has no identity of interest with any known member of the development team.

I agree to abide by all terms and conditions of the RFQ.

Company Name:

Address:

Phone:

Authorized Representative

Name:

Title:

Signature:

Date:

RFQ FOR GENERAL CONTRACTOR SERVICES

HOPE Partnership / Xenolith Partners CT LLC

DEBARMENT CERTIFICATION

The undersigned, a Respondent of the Request for Qualifications (RFQ) issued by The Developers, hereby certifies to The Developers on behalf of themselves and each member of Respondent's team, as follows:

In accordance with HUD 24 CFR 85.35, Respondent certifies that neither Respondent nor any member of the Respondent's team is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal Assistance programs under Executive Order 12549 "Debarment and Suspension."

Authorized Representative

Name:

Title:

Company:

Signature: