

# REQUEST FOR QUALIFICATIONS AND QUOTATIONS

## General Residential Construction Contractor

The purpose of this Request for Qualifications and Quotations is to proactively identify qualified General Contractors to be included on the Detroit Land Bank Authority's ("DLBA") Pre-Qualified General Residential Construction Contractor List. Contractors on this List will have the opportunity to bid on residential rehabilitation construction projects based on specified scopes of work to be released with each bid.

### Section 1-Minimum Qualifications

Respondents must provide proof of the following minimum qualifications to be considered as pre-qualified contractors. All documents must be submitted via email to [prepropertyrehabprocurement@detroitlandbank.org](mailto:prepropertyrehabprocurement@detroitlandbank.org).

1. Residential Builders License
  - Must be in the name of the company, business owner, or project manager/superintendent
2. Business Documents
  - Articles of Incorporation
  - Articles of Organization and/or
  - Business License
3. EPA Lead-Safe Certification
  - Must be in the name of the Company
4. Asbestos Awareness Certification
  - Must be in the name of the company, business owner, or project manager/superintendent
5. General Liability Insurance
  - Must be in the name of the Company
6. OSHA 10 Certification
  - Must be in the name of the company, business owner, or project manager/superintendent
7. Payment and Performance Bond (see Section 3 - Bonding Capacity below)
  - Must be in the name of the Company
  - Single and Aggregate Amounts Required (min. of \$100,000 for single)
8. Company Experience Statement
  - Provide a written statement outlining the following
    - Business Owner Name and Experience

- Certifications
- Number of years in business
- Business Location(s)
- Site Supervisors that may be assigned to any DLBA projects
  - Minimum of 3 years' experience
  - Provide a written statement or resume outlining the following for the Site Supervisor(s) that would be assigned to DLBA projects
    - Project Description
    - Approximate Project Revenue
    - Approximate Project Duration
    - Project Contact
  - **Site Supervisor Capacity Requirement**
    - **Each Site Supervisor will only be approved to manage no more than 3 Full Rehabs (or its equivalency) at the same time.**

9. Bank Statements

- Most recent 2 months from business account; or
- Most recent 2 years of Financial Statements prepared by a CPA

## **Section 2- MANDATORY ORIENTATION MEETING**

Each new **General Residential Construction Contractor** must attend a mandatory DLBA Orientation Meeting to cover the following:

- Software Programs
- Communication Expectations
- Invoicing Process
- Bidding/Batching Process
- Security Protocol
- COVID-19 Safe Workplace Guidelines and Requirements

## **Section 3-BONDING CAPACITY** *(Service Agreement Not to Exceed Amount)*

Capacity for **General Residential Construction Contractor** will be determined relative to their aggregate Construction and Warranty bond amount.

Baseline capacity will be calculated as half of the aggregate bond amount; if a General Residential Construction Contractor has an aggregate bond of \$500,000, the DLBA will consider their baseline capacity to be \$250,000. When considering a Contractor's capacity for any project, the DLBA will consider the total amount of work the Contractor has already received from the DLBA and subtract this from the baseline capacity.

## **Section 4-SCOPE OF WORK**

The DLBA releases homes for bid individually and in bundles in accordance with programmatic needs. As a DLBA Pre-Qualified General Residential Construction Contractor you will have the opportunity to bid on properties within the following Property Rehabilitation Programs: Rehabbed and Ready, Rehabbed and Ready to Renovation, SNF Single Family, and DBLA Exterior Only Renovations. These homes will be available to be bid on by any company on the DLBA's Pre-Qualified General Residential Construction Contractor List, within the limits of each Pre-Qualified Contractor's bonding capacity.

All Pre-Qualified General Residential Construction Contractors must successfully complete one home within the DLBA's Property Rehabilitation Programs before being eligible for multiple subsequent awards. A Pre-Qualified General Residential Construction Contractor that has successfully completed one home may bid on more than one home at a time, however the number of awards will be contingent on the company's bidding capacity as determined through the pre-qualification process.

A specific Scope of Work document will be provided for each home at the time of each RFP release. All RFP releases will require a mandatory bid walk of each home.

#### **Section 5-DRAW SCHEDULE**

The draw schedule will be project based, as it is based on funder and program. There will be program specific requirements that will be disclosed in each RFP (e.g., draw schedule, scope of work, security protocol, etc.).

#### **Section 6 - SELECTION CRITERIA**

There is no limit to the number of Pre-Qualified General Residential Construction Contractors. Companies will become pre-qualified based on successful evaluation of meeting all minimum qualifications as noted in Section 1.