

Request for Qualifications

Town of North Hempstead Community Development Agency

Contractors Prequalification List

Issued Date: October 4, 2024

Addenda: *Intentionally Blank*

Due Date and Time: *Open Enrollment Ongoing Submissions*

1. CONTRACTORS PREQUALIFICATION:

The Town of North Hempstead Community Development Agency (the "CDA") is accepting prequalification applications from all contractors, specialty contractors, and builders (the "Contractor or Contractors") for various projects in the Town of North Hempstead. Contractor prequalification allows the CDA to evaluate qualifications, experience, staffing, project-cost ability, and other attributes of a Contractor for the CDA's contractors prequalification list (the "CPQL"). This ensures that as CDA projects become available, Contractors on the CPQL are aligned with project specifics and are solicited or permitted to quote or bid on specific projects.

2. PROJECTS and CONTRACTORS:

Types of projects and Contractors wanted include, but are not limited to, those listed below. If you possess a specialized skill or trade not listed, please still apply and list your trade accordingly:

- a) Storefront Projects \$5,000 - \$120,000^{+/-} each:
 1. Designers, fabricators, and installers of storefront signs, awnings, window films, etc.
 2. Masonry restoration, roof/parapet replacements, electricians, plumbers, carpentry (wood and metal) and steel.
 3. Glass and panelized systems, EIFS and stucco, window replacements, etc...
 4. General contractors specializing in retail facades, storefront renovations, and Storefront design build contractors.
- b) Home Repair Projects, \$2,000 - \$15,000^{+/-} each and Home Improvements Projects \$15,000-\$60,000^{+/-} each:
 1. Specialty Contractors: Abatement and testing for lead, asbestos, and mold. Roofers, heating, electricians, plumbers, accessibility (ramps and lifts), siding, windows, carpentry, flooring, masonry, bathrooms and kitchens, hardscaping, tree service, fencing, estate cleanouts, hazmat cleanouts, etc.
 2. General Contractors specializing in complete home improvements and design-build contractors included.
- c) Public Facilities Repair and Improvement Projects, \$5,000 - \$150,000^{+/-} each, often subject to Davis Bacon Wage Rate Act:
 1. Lead and asbestos abatement, roofing, masonry restoration, glass and panel systems, elect, mechanical, plumbing, all site work, hardscaping, painting, fencing, landscaping, street lighting, boulevard banner installation, holiday lighting, signs, art installations, etc.
- d) New Affordable Home Construction and Substantial Home Renovations 1- 5 Homes at a Time, \$200,000- \$400,000^{+/-} each:
 1. General Contractors and Builders.
 2. Design Build Contractors and Builders.
 3. All trades contractors for new home construction and emergency contracting.

3. PREQUALIFICATION APPLICATION and SUBMISSION:

To be considered for the PQCL, submit to CDA at minimum, the following information and documentation:

- a) Company Information: On one page or less, premade marketing material or social media, describe the type of Contractor you are and why you're qualified to provide the contracting services sought in this RFQ.
- b) Application: Click here https://northhempsteadny.gov/filestorage/16255/16934/40201/CONTRACTOR_APPLICATION_9-16-2024_%281%29.pdf and complete a Contractor Prequalification Application. List current and past projects. Include samples where practical: plans, photos of work, etc., client's name, and contact info, including emails and phone numbers. Provide a copy of applicable licenses, certifications, and insurances related to your trade or service, including any manufacturer-specialized training or licensing.
- c) Pricing: This is not required, but if desired, provide a list of unit prices by assembly or product for customarily standard, everyday types of work or products your company offers. This information allows CDA to estimate and issue purchase orders quickly, often without an exhaustive quote or bidding process.
- d) Submit Application: Submit the completed Prequalification Application and related attachments by email to CDAdepartment@NorthHempsteadNY.GOV or by regular mail to Town of North Hempstead Community Development Agency at 51 Orchard St., Roslyn Heights, NY 11577.
- e) Date and Time for Submitting: The CDA is receiving applications on an ongoing basis, so a specific date and time for submitting a Prequalification Application is not required. But don't wait. Several new projects will be coming online soon, and we look forward to forging new partnerships.

4. SITE VIEWINGS:

Specific sites are unavailable at this time; however, Contractors may view general project areas and sites of current or potential future projects from the curbside as desired.

- a) Storefronts: See (i) storefronts along Prospect Ave. between Pearl St. and Brush Hollow Rd in Westbury, NY, and (ii) along Westbury Ave. between Carle Rd. and Jamaica Blvd. in Carle Place, NY.
- b) New Affordable Homes: See boarded zombie-like homes on Sheridan St., Catherine St, and other streets in New Cassel, Westbury, NY.
- c) Home Repairs and Renovations: See houses in disrepair in New Cassel, NY, and other unincorporated areas of the Town of North Hempstead.
- d) Public Facilities: Not available.

5. QUESTIONS:

- a) Questions and comments of interest regarding the Contractor Prequalification process may be addressed to CDAdepartment@NorthHempsteadNY.GOV.
- a) Addenda for this RFQ, if any, will be available on the CDA website at <https://www.northhempsteadny.gov/CDA-RFPs>. Those interested in this RFQ are expected to check the website for updates or addenda.

6. EVALUATION OF APPLICATIONS:

The CDA will evaluate each application with emphasis on the following factors:

- e) Demonstrated successful, relevant experience on other projects of comparable value and scope.
- f) Quality of responsiveness to CDA for additional information and communications.
- g) Accessibility to project areas and availability to expedite services.
- h) Proper licenses and credentials from departments and agencies having jurisdiction over type of work performed.
- i) New York State Certified Minority and Woman Owned Business Enterprise and Service-Disabled Veteran Owned Business status, if any.

7. RIGHT OF REJECTION BY CDA:

The CDA reserves the right to select respondents to this RFQ who best meet the requirements of the RFQ. The CDA reserves the right, for any or no reason and in its sole and absolute discretion, to (1) amend, in whole or part, this RFQ, (2) withdraw or cancel this RFQ, accept any or all applications in whole or in part, and (4) accept or reject any or all applications prior or after listing Contractor to CPQL for any or no reason and with no penalty to the CDA.

8. NOTICE OF PREQUALIFICATION:

The CDA shall inform the Contractor that they have been approved or denied to the PQCL using a digital notice issued by the CDA. Neither the Contractor's approval nor the issuance of notice shall constitute a binding commitment to enter into a contract with a Contractor, as any binding arrangement must be set forth in definitive bidding or other documentation negotiated between and signed by the Contractor and CDA.

9. CONTRACT:

The CDA intends to enter into a contract, if any, with the Contractor in form and content satisfactory to the CDA. CDA reserves the right to negotiate the terms and conditions of contracts with Contractors. These negotiations shall include all aspects of services and fees.