UCONN

PROCUREMENT SERVICES

CAPITAL PROJECTS AND
FACILITIES PROCUREMENT

PROGRAM INFORMATION

Program Number: OC.MAS2020.SBE

Program Name: ON-CALL MASONRY CONTRACTOR SERVICES SET-ASIDE PROGRAM FOR PROJECTS ESTIMATED AT UNDER $100,000

Procurement Agent: CESAR ALONZO, cesar.alonzo@uconn.edu

Bids for this solicitation (event) can be submitted through the HuskyBuy Portal:
https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite

Critical Dates:

	Date	Time
RFQ Due Date and Time	10/6/2020	2:00PM
Q&A (RFI) Due Date and Time	9/23/2020	2:00PM
Pre-proposal Meeting	9/9/2020	10:00AM
Location for Pre-proposal Meeting	WEBEX VIRTUAL MEETING	

Access to the Pre-proposal Webex Virtual meeting must be requested by email to the Procurement Agent listed above.

University COVID-19 Mitigation Guidelines

As part of UConn's on-going effort to ensure a secure and safe working environment for its students, workforce, clients, and visitors, the University has developed the "University COVID-19 Mitigation Guidelines for the Contractor Community." A copy of the Guidelines can be found by visiting the following website: https://updc.uconn.edu/contractors-working-at-uconn/ and clicking on the document located under the Resources section. You may also find additional information at: https://ehs.uconn.edu/ehs-covid-resources/.

These guidelines establish consistent standards for mitigating the spread of COVID-19 that must be undertaken by the Contractor and are intended to assist UConn in meeting its commitments.

Program Description:

The University of Connecticut has developed a program that will partner with our contractors and tradesmen and help streamline processes with our contractor community. This program specifically provides opportunities to CT Small and/or Minority Business Enterprises (S/MBEs)

within the University portfolio. This implemented On-Call SBE/MBE Program utilizes Trade and General Contractors for projects less than $100,000.

"On-Call" is a method of procurement by which the University enlists the services of various Trades and General Contractors to perform project-specific work in support of capital projects and deferred maintenance (DM) needs, to be performed using one of the "components" listed below. Prequalified contractors in the $0-$100 On-Call SBE/MBE Program will be required to participate in both components of the program. All-Inclusive Hourly Rates, Standard Wages, or Prevailing Wages may be used as determined by specific project/assignment needs.

Component 1 – Equalization Component: The University is committed to an equalization system that will ensure fair utilization of all contractors within the program. Through this process, CPFP will provide ongoing oversight of contractor utilization and performance. The assignment of contractors will be the sole responsibility of CPFP in collaboration with the initiating department(s), mainly University Planning, Design and Construction (UPDC) and Facilities Operations and Building Services (FOBS). Depending on project availability, it is the intent that all contractors under these On-Call Contracts will be utilized within the duration of the contract. CPFP will monitor and assign contractors based on utilization through equalization by Project/Assignment and dollar volume. Consideration is given when the need arises for specialty type services within a trade that are limited within the on-call categories. The University will consider various criteria when selecting the On-Call Contractor for a project assignment, including and without limitation, the following:

1. The size and complexity of the related project;
2. An On-Call Contractor's past performance on previous On-Call assignments, including quality and cost of services, as well as timeliness of performance;
3. An On-Call Contractor's ability and sufficiency of staff resources to deliver the services to be assigned in a timely and effective manner;
4. The Proposal of the On-Call Contractor that would be applicable to the scope of services;
5. The impact the scope of services may have on other work the On-Call Contractor is currently performing;
6. The number and value of previous purchase orders issued to the On-Call Contractor under its On-Call contract for services in the relevant trade category; and
7. Other criteria utilized by the University to determine the selection that would serve the best interests of the University.

Utilizing the criteria set forth above, the University shall evaluate the quote for a particular assignment and issue a purchase order to the On-Call Contractor if that quote is determined to be in the best interest of the University.

For the Equalization Method, the University intends to utilize the following compensation methods based on the particular needs of each assignment:

- **Fixed Fee Contract Sum:** When submitting a proposal for an assignment using this compensation method, contractors will provide a fixed fee for the work. Such fixed fee shall include all labor, materials, equipment, subcontractor costs, and overhead and profit; or
- **Time and Materials:** When submitting a proposal for an assignment using this compensation method, compensation for work performed will be the actual documented costs incurred by the contractor for materials, labor (all-inclusive rate or prevailing wage rate times hours worked) and subcontractor costs. **Applicants submitting a Prequalification Application for any of the trade categories will be required to submit All Inclusive Hourly Rates to be used with the Time and Materials compensation method. Rates will be reviewed and may be**

negotiated, at the University's discretion, for final disposition and acceptance into the On-Call Program.

Component 2– Lump Sum Bid Component: An Invitation to Bid is issued to the entire group of prequalified contractors for projects/assignments with an estimated value less than $100,000. Contract Award is issued to the lowest qualified responsible bidder.

Scope of Work:

Previous project relevant work history must be submitted demonstrating the range of work listed below. Limiting it to a small selection that does not show the desired diversification required can affect a Company's prequalification into the program. The Masonry Contractor shall have the ability and experience to self-perform:

- Removal and replacement of spalled/damaged brick on an individual basis and larger areas.
- Brick masonry repointing
- Installation of brick and associated hot-dip galvanized or stainless steel ties and anchors.
- Removal of brick for installation of metal and or self-adhered membrane flashings and reinstallation of brick.
- Restoration of spalled or damaged precast concrete and or limestone.
- Masonry restoration cleaning and sealing of brick, precast concrete and limestone.
- Removal of brick masonry, shoring of masonry to remain and installation of new galvanized steel lintels, flashing, and counter flashing.
- Capabilities of installation, renovation, repair and maintenance of materials required to make foundations, walls, and other surfaces of a building damp proof or impervious to water.
- Capabilities of installation, renovation, repair and maintenance of masonry units composed of concrete, stone, brick and the like.
- Erection of scaffolding, setting up ladders and/or motorized lifts to perform tasks above ground level

Program Schedule/Duration:

- The Master Agreement is planned to start: January 1, 2021.
- Program duration: Three (3) years. The University reserves the right to extend the Master Agreement for up to two (2) additional 1-year extension.

Financial Ability:

The Contractor must demonstrate the financial ability and to complete a construction project with a minimum value of at least $100,000.

Project Staffing:

The Contractor must demonstrate the ability to staff the project with high quality, experienced personnel. The contractor must demonstrate its ability to provide an adequate level of staffing to oversee each assignment/project through completion. The firm must demonstrate each individual staff members' experience on past relevant projects performing work of a similar scope and nature to this project and in a comparable position as assigned on this project.

Project Relevant Experience:

A minimum of **six (6) examples** must be submitted that are in progress (at least 75% complete) or completed within the past **three (3) years.** Experience in commercial and institutional settings is preferred. For a project to be considered, the value of that project must ideally be within the following ranges:

- 2 each - $1 to $33,999
- 2 each - $34,000 to $65,999
- 2 each - $66,000 to $99,999

A detailed description of the work performed and how it relates to the scope of work outlined in the Prequalification Application shall be included.

Threshold Building Project:

This program may include projects/assignments that might be subject to "Threshold Building" designation.

In order to participate in projects/assignments subject to "Threshold Building" designation contractors must possess a valid license, registration or certification issued by the Department of Consumer Protection in accordance with Connecticut General Statutes Sec. 20-341gg if a project(s) is for a "Threshold Building" as defined in Connecticut General Statutes Sec. 29-276b. (Pursuant to C.G.S. §29-276b, the term "threshold limit" shall apply to any structure or addition thereto (1) having four stories, (2) sixty feet in height, (3) with a clear span of one hundred fifty feet in width, (4) containing one hundred fifty thousand square feet of total gross floor area, or (5) with an occupancy of one thousand persons. If a joint venture, all joint venture partners shall be licensed, registered or certified).

Note: If your company possesses a "Threshold Building" license please respond Yes to Question 11.1.6 under Tab 11 Licenses and Misc. Documents. Not having this license will not be considered a disqualifier for this request for qualifications.

Supplier Diversity Requirements:

If prequalified, the awarded Contractor is hereby notified that, for any work on a project, the contractor must self-perform a minimum of fifty (50%) percent of the entire scope of work, and a minimum of seventy-five (75%) percent of the entire scope is required to be awarded to DAS certified SBE/MBE Contractors including your self-performed portion of the work. The contractors are responsible for ensuring that they and the SBE/MBE's they have elected are eligible contractors, and that they meet state requirements.