

Request for Proposal (RFP) Exterior Painting 374 Grand Avenue

Fair Haven Community Health Clinic, Inc. (FHCHC), a Federally Qualified Health Center, is seeking proposals to paint the exterior of 374 Grand Avenue, New Haven, CT, 06513.

The contractor 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 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 work with DAS certified small and minority owned businesses and 25% of that work with DAS certified Minority, Women and/or Disabled owned businesses.) The contractor must demonstrate good faith effort to meet the 25% set-aside goals.

State requirements apply to everyone submitting a proposal, based on the amount of the proposal, vendors may be required to submit a good faith effort plan to the Commission on Human Rights and Opportunities (CHRO).

The project is funded by Grant monies and therefore, may be subject to predetermined disbursement criteria. The successful firm will be expected to provide all services as described within this document through to project completion. Proposals from women and minority owned businesses are encouraged.

Timeline of the RFP:

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| Timeline | |
| 08/08/19 | Release of RFP Documents |
| 08/14/19 | 10:00 am Mandatory walkthrough at 374 Grand Ave, New Haven |
| 08/26/19 | Proposals must be received by 1:00PM Eastern Time in the Administrative Offices of Fair Haven Community Health Clinic, Inc. 374 Grand Avenue, Fair Haven, CT 06513 Attention: <i>Janine Davey, Director of Facilities</i> or J.Davey@fhchc.org .Proposals may be either in hard copy or electronic. (Due Date has been changed) |
| 08/30/2019 | Award Contract |

Deliverables:

1. Completion date of project will be negotiated with the successful bidder. Scope of Work Includes: Preparation of all external surfaces to include:
 - a. Repair and replacement of all rotted wood (soffits and trim)

- b. Pressure wash all exterior surfaces at 374 Grand Avenue, New Haven, CT.
 - c. Clean, scrape, sand, prime and caulk all surfaces prior to painting including wood trim and wood and aluminum siding (Vinyl siding surfaces will only be repaired and cleaned not painted)
 - d. Fill all cracks and patch where needed.
 - e. Prime and paint two coats on all decorative trim, doors, windows, wood siding, aluminum siding and other wood areas.
 - f. Mask all aluminum or vinyl elements adjacent to areas to be painted with painters' tape. Immediately remove any accidental overpainting, splatter or spills.
 - g. All paint shall be Emerald Exterior Acrylic Latex Paint by Sherwin Williams or approved equivalent commercial grade. Finish: Satin. Primer shall be Sherwin Williams All Surface Enamel Latex Primer or approved equivalent. All paint colors will need to be approved by FHCHC's bidding committee.
 - h. Removal and disposal of fire escape staircase adjacent to building. This includes obtaining any zoning or building permit that may be required through the City of New Haven.
2. **A mandatory walkthrough for all interested contractors/vendors will take place on August 14th, 2019 at 10am at 374 Grand Avenue, New Haven, CT. Please contact Janine Davey at j.davey@fhchc.org or 781-760-6203 to confirm attendance no later than August 13thrd, 2019.**
 3. Qualified bidders must submit bids to the Fair Haven Community Health Clinic, Inc. (FHCHC) administrative office at 374 Grand Ave in New Haven by 1:00pm, EDT on August 26th, 2019 in person or via email to j.davey@fhchc.org
 4. Bids will only be accepted from Contractors/Vendors bidding to the work in its entirety.

Firm Requirements:

1. The contractor/vendor provider is required to provide three (3) professional references for work completed in the last two (2) years.
2. The proposal must include a timeline for starting and completing the project from August 30th, 2019 through the negotiated completion date with the successful bidder.
3. Proposed Fees must include all costs for the project.
4. Proposals must be valid for *ninety (90) days*.
5. The Firm is responsible for conducting necessary research, visiting the site and becoming familiar with the organization as necessary (*for any additional questions about this project please contact Janine Davey at J.davey@fhchc.org or 781-760-6203 before submitting the response to this RFP*).
6. The selected firm will be required to be approved by the State of Connecticut, Department of Public Health as the funding source and enter into a contract with Fair Haven Community Health Clinic, Inc. Additional contract conditions may be required, depending upon the nature and extent of the services to be provided. Fair Haven Community Health Clinic, Inc. reserves the right to negotiate a change or modification to any of the proposed contractual conditions.
7. The contractor/vendor shall be responsible for maintaining insurance coverage in force for the life of this contract with an insurance company(ies) to write such insurance in the name of Fair Haven Community Health Inc. (FHCHC). The insurer shall provide certificates of insurance signed

by an authorized representative of the insurer prior to the performance of this contract describing the coverage and providing that the insurer shall give FHCHC written notice at least thirty (30) days in advance of any termination, expiration, or any changes in coverage. Such insurance or renewals or replacements thereof shall remain in force during the term of this contract and any extensions.

8. Completion of work: Painting schedule cannot interfere with patient entry and egress from building. The work to be done around the main entrances needs to be limited to off hours and weekends. **INSURANCE SPECIFIC REQUIREMENTS:** 1) Workers' Compensation Insurance The VENDOR shall provide Statutory Workers' Compensation Insurance, including Employer's Liability with limits of: \$100,000 each accident \$500,000 disease, policy limit \$100,000 disease, each employee 2) Commercial General Liability Insurance The VENDOR shall carry Commercial General Liability Insurance, a per occurrence limit of \$1,000,000 with an annual aggregate limit of \$2,000,000 naming Fair Haven Community Health Clinic, Inc. ('FHCHC') as an additional insured on a primary and non-contributory basis to any insurance carried by FHCHC. Any deviations from the standard unendorsed form will be noted on the Certificate of Insurance. The VENDOR shall provide Business Automobile Liability and Property Damage Insurance with a combined single limit of \$1,000,000 per occurrence is required. "Any Auto" is required. Any deviations from the standard unendorsed form will be noted on the Certificate of Insurance. C. OTHER: The VENDOR shall carry Umbrella Liability or Excess Liability Coverage in the amount of \$1,000,000 per occurrence and \$1,000,000 in the aggregate covering each of the insurance requirements as noted above. FHCHC reserves the right to amend the amounts of coverage required and type of coverages provided based on work or service to be performed. The VENDOR shall issue to FHCHC a certificate of insurance in compliance with these requirements prior to commencement of the work to be performed. FHCHC shall also require the same insurance to be carried by any subcontractors and independent contractors hired by the VENDOR and to obtain Certificates of Insurance before subcontractors and independent contractors are permitted to begin work.

RFP General Terms

1. Acceptance of Proposal: Fair Haven Community Health Clinic, Inc. reserves the right to reject any and all proposals and to waive informalities, if, at its discretion, the interests of FHCHC will be best served thereby.
2. Fair Haven Community Health Clinic, Inc. reserves the right to accept other than the lowest cost proposal, and to negotiate the specified dollar amount, or any portion of that amount. Fair Haven Community Health Clinic, Inc. reserves the right to negotiate contract changes following the award.
3. If there is any conflict between these documents and the proposal, these documents shall control.
4. Fair Haven Community Health Clinic, Inc. reserves the right to cancel this RFP in writing or postpone the date and time for submitting proposals at any time prior to the proposal due date.
5. No proposer shall have a right to make a claim against Fair Haven Community Health Clinic, Inc. in the event FHCHC accepts a proposal or does not accept any proposals.

6. Nondiscrimination: Vendor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, sex, national origin, sexual preference, disability, age, marital status, or status with regard to public assistance or as veteran.
7. Debarment and Suspension: The Contractor warrants and represents that neither it nor its principals, employees or agents who would perform services under this RFP are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any Federal or State department or agency.
8. Fair Haven Community health Clinic, Inc. will evaluate proposals for this project based on the following criteria:
 - a) Is the applicant/bidder an established entity with experience to deliver the product?
 - b) Is the bid thorough, includes all products/services necessary to complete the job?
 - c) Does the service proposed meet/exceed the organizations quality standards?
 - d) Is the firm of large enough size and capacity to offer/provide consultation, support, during/after design, delivery, and installation?
 - e) Is pricing competitive and within budget?