



REQUEST FOR QUALIFICATIONS

RFQ No. BZ2309-02HA

GENERAL CONSTRUCTION AND REMEDIATION SERVICES

April 1, 2024

**Brizo Construction
10251 Tamiami Trail
Punta Gorda, FL 33950**

Table of Contents

ADVERTISEMENT 3

1.0 INTRODUCTION TO RESPONDENTS AND TIMELINE 4

2.0 DEFINITIONS 4

3.0 SUBMISSION DETAILS 5

4.0 TERM..... 6

5.0 QUESTIONS 6

6.0 ADDENDUMS 7

7.0 TIMELINE..... 7

8.0 PROJECT SCOPE 8

9.0 SCOPE OF WORK..... 8

10.0 SUBMISSION REQUIREMENTS AND MINIMUM QUALIFICATIONS 12

11.0 EVALUATION CRITERIA AND FACTORS FOR SELECTION 15

12.0 RESERVATION OF RIGHTS 16

13.0 RIGHT TO PROTEST 17

14.0 SUBMISSION CERTIFICATION AND ATTACHMENTS..... 18

 Attachment A – Certifications 20

 Attachment B – Submittal Checklist 22

 Attachment C – Task Checklist 23

ADVERTISEMENT

RFQ No. BZ2309-02HA
General Construction and Remediation Services

Brizo Construction is releasing this Request for Qualifications (RFQ) from qualified organizations on behalf of the Housing Authority of the City of Fort Myers and its affiliates (HACFM) to provide services for the following: General Construction and Remediation Services for Demolition, Environmental Hazard Remediation, Rehabilitation and New Construction Projects.

The intent of this RFQ is to receive responses from qualified organizations with the capacity and necessary expertise to provide construction services including remediation of mold, asbestos, and lead-based paint, as well as general construction services including demolition, rehabilitation, new construction, site work, and appropriate licenses to perform these services.

Brizo will receive electronic submissions of proposals sent to <https://www.brizoconstruction.com/rfq> on or before April 30, 2024 @ 4:00 P.M. EST.

Brizo encourages all Disadvantaged Business Enterprise (DBE) vendors to participate in all invitations to bid; including all HUB, women and minority owned businesses, and Section 3 businesses.

Advertise: April 1, 2024, through April 30, 2024.

1.0 INTRODUCTION TO RESPONDENTS AND TIMELINE

Brizo Construction (Brizo) was procured by the Housing Authority of the City of Fort Myers (HACFM) to provide Construction Management and General Contracting Services. Brizo is tasked with preparing necessary bidding information, pre-qualification criteria for bidders, developing subcontractor interest in Projects, and awarding subcontractor bids with a preference to Section 3 businesses, among other tasks. Accordingly, Brizo is releasing RFQ BZ2309-02HA, General Construction and Remediation Services.

Brizo anticipates selecting one or more Providers for the services included in this Solicitation and to select the proposal(s) that, in its judgment, will be in the best interest of the Housing Authority of the City of Fort Myers. HACFM, and Brizo as authorized by HACFM, reserves the right to waive formalities in any proposal and to reject any or all proposals with or without cause.

Requests for Work Order Proposals (RFWOP) may result in a Contract(s) that will be issued to Providers by Brizo.

2.0 DEFINITIONS

“Addendum” means a written clarification or revision to the Request for Qualifications issued by Brizo. Respondents must acknowledge receipt of any Addenda in the submission of the Solicitation Response.

“Affiliate” means any individual or entity that, directly or indirectly, is in control of, is controlled by, or is under common control with HACFM who possesses, directly or indirectly, the power to direct or cause the direction of the management and policies of the other entity, whether through the ownership of voting securities, membership interests, by contract, or otherwise.

“Contract” means this entire document, its Attachments and documents incorporated by reference, and any associated Work Orders, Notices to Proceed, or Amendments, which are to be incorporated by reference herein for all purposes as they are issued.

“HACFM” means the Housing Authority of the City of Fort Myers and its Affiliates, the Southwest Florida Affordable Housing Choice Foundation, Inc. (SWFAHCF) and Southwest Florida Housing Management LLC (SWFLHM), and its officers, employees, and designees, acting in their official capacities.

“Notice to Proceed” or “NTP” means the written authorization from Brizo giving a Provider the authority to commence Work for a specified project.

“Project” means the Work described in Section I of this Solicitation authorized by Brizo on behalf of HACFM and further detailed in Work Orders issued to selected Provider(s) under any contracts awarded pursuant to this RFQ to be performed on residential or commercial properties, or community buildings properties assigned to the Provider through an issued Work Order.

“Provider” means the Respondent(s) awarded a contract under this Solicitation.

“Request for Work Order Proposal” means a request sent to a Provider that announces a project, describes it, and solicits a bid(s) from the Provider(s) to complete the Task they are qualified to provide.

“Respondent” means an entity responding to this Solicitation.

“RFQ” means Request for Qualifications.

“Solicitation” means Request for Qualifications RFQ BZ2309-02HA, (including any addenda), which is incorporated herein by reference for all purposes in its entirety.

“Solicitation Response” or Response means Provider’s full and complete response to the Solicitation. The Solicitation Response includes any Attachments, supplemental information, or documentation submitted by the Provider to Brizo prior to the Contract execution and is incorporated herein by reference for all purposes. May also be referred to as “Response” or “Proposal.”

“Subcontractor” means an entity that contracts with Provider to perform part or all of Provider’s obligations under this Contract.

“Task” means the service that the Provider is qualified to provide under this Solicitation as included herein.

“Work” means services to be performed or goods to be delivered and any appurtenant actions performed, and items produced, conceived, or developed, including but not limited to deliverables, in the performance of the Project.

“Work Order” means an individually negotiated document resulting from a RWOP that is executed by and between Provider and Brizo as approved by HACFM authorizing Provider to perform Work under the Contract. Upon execution by both Parties, a Work Order becomes a part of the Contract.

3.0 SUBMISSION DETAILS

- 3.1 Brizo will receive electronic submissions of proposals sent to <https://www.brizoconstruction.com/rfq> on or before April 30, 2024 @ 4:00 P.M. EST. **IMPORTANT:** Please be sure to label the email Subject Line as follows: “RFQ No. BZ2309-02HA, General Construction and Remediation Services.” The email date and time stamp shall serve as the official receipt and late submissions shall not be accepted.
- 3.2 If the respondent is unable to submit the proposal electronically, the submission must be delivered to the following address prior to the deadline for submissions:

Brizo Construction
ATTN: Jennifer Molinari, Project Manager
10251 Tamiami Trail
Punta Gorda, FL 33950
(941) 205-8118

- 3.3 **Brizo shall not be responsible or liable for any lost or misdirected responses. Submissions are the responsibility of the proposer. Late submissions shall not be accepted.**
- 3.4 The Request for Qualification, certifications, submittal checklist, task checklist, and qualifications all considered part of the qualification package. Failure to complete and sign the certifications may disqualify the Respondent. Any individual signing on behalf of the Respondent expressly affirms that he or she is duly authorized to tender the submittal and to sign any contracts resulting from this solicitation under the terms and conditions in this qualification. Respondent further understands that the signing of the contract shall be of no effect unless subsequently awarded and the contract properly executed by the Respondent. Each Respondent is required to thoroughly review this entire qualification packet to familiarize themselves with the qualification procedures, the specifications for the scope of work, as well as the terms and conditions of the contract the successful Respondent will execute with Brizo.
- 3.4 The Respondent will list on a separate sheet of paper any exceptions to the requirements of the RFQ Package. This sheet will be labeled, "Exceptions to Qualification Conditions," and will be included with the submission package. If no exceptions are stated, it will be understood that Respondents will comply with all general and specific conditions, without exception. The Respondent must specify in its submission any alternatives it wishes to propose for consideration by Brizo. Each alternative should be sufficiently described and labeled within the Proposal and should indicate its possible or actual advantage to HACFM. Brizo reserves the right to accept, reject, or offer these alternatives to other Respondents.

4.0 TERM

- 4.1 The selections resulting from this RFQ shall provide for a term of three (3) years with automatic annual renewals not to exceed a total of five (5) years to be exercised at the sole discretion of HACFM and Brizo.
- 4.2 Either party may cancel a Contract that may result from this RFQ by giving a ninety (90) day written notice to the other party.

5.0 QUESTIONS

- 5.1 The point of contact for this Request for Qualifications is:

Jennifer Molinari, Project Manager
Brizo Construction
10251 Tamiami Trail
Punta Gorda, FL 33950
(941) 205-8118

- 5.2 All questions about the meaning or intent of the RFQ documents are to be directed to: <https://www.brizoconstruction.com/rfq>. Questions received less than seven (7) days prior to solicitation due date may not be answered.
- 5.3 Respondents shall address all communication and correspondences pertaining to this RFQ to only the contact person identified above. Respondents must not inquire or communicate with any other Brizo employee or staff member pertaining to this RFQ. Failure to comply with this requirement is cause for a proposal to be disqualified. During the RFQ solicitation process, Brizo will not engage in any conversations which may give one prospective proposer an advantage over other prospective Respondents.

6.0 ADDENDUMS

- 6.1 All ADDENDUMS shall be placed on <https://www.brizoconstruction.com/rfq>.
- 6.2 Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.
- 6.3 Bidders will not be notified when an addendum is issued. **It is the responsibility of the bidder to check the website for any addendums.**

7.0 TIMELINE

- 7.1 A pre-submittal conference is not planned to occur. All questions pertaining to this RFQ should be sent to <https://www.brizoconstruction.com/rfq>. Questions and answers will be posted as addendums to <https://www.brizoconstruction.com/rfq>.
- 7.2 Timeline is provided as a guideline only and is subject to change.

Action	Estimated Date of Completion
RFQ Issued and made available	4/1/2024 @ 4:00 p.m. EST
Deadline for submitting questions	4/15/2024 @ 4:00 p.m. EST
Proposal submission deadline	4/30/2024 @ 4:00 p.m. EST
Awards/ Selections	5/1/2024

There is no obligation on the part of Brizo to select any organization or individual submitting a response. No work is guaranteed.

8.0 PROJECT SCOPE

- 8.1 Brizo Construction, acting on behalf of the Housing Authority of the City of Fort Myers, is issuing this Request for Qualifications (RFQ) to retain the services of Providers to assist in the repair and rehabilitation of properties, and to build new affordable housing units in Lee County through the use of federal funding and other funding sources available to HACFM. Providers selected through this process will be qualified to provide services according to the final construction and/or remediation documents, as applicable and as approved by Brizo. As priority projects are identified, Brizo may present competitive Requests for Work Order Proposals (RFWOP) to one or more Providers qualified under this RFQ for the relevant Task(s), select the proposal(s) that represents the best value to HACFM, and issue Work Orders to Providers. Providers qualified for the Tasks listed below will have the opportunity to submit a bid on an associated Project. Total compensation under any Work Order awarded under a RFWOP will depend on the availability of funds as determined by a federal funding agency or HACFM.
- 8.2 Respondent must be able to perform or cause to be performed one or more of the construction or remediation services listed herein to be considered eligible for award under this RFQ. Respondent should provide a detailed narrative of experience as it relates to each of the service categories selected by the Respondent, and clearly indicate if it intends to provide these services in house with existing staff or through subcontracting or partnership arrangements.
- 8.3 Through this Solicitation, Brizo may award one or more Contracts. All proposals submitted in response to this RFQ must conform to all the requirements and specifications outlined within this document and any documents and certifications in their entirety. Award notice(s) resulting from RWOP(s) will be sent to the selected Respondent(s). Neither Brizo's issuance nor Respondent's receipt or acceptance of an award notice forms a Contract between Brizo and a selected Respondent. Any award is contingent upon the successful negotiation of final contract terms and upon final approval by HACFM. Negotiations shall be confidential and not be subject to disclosure to competing Respondents unless and until an agreement is reached.
- 8.4 Providers will be responsible exclusively to HACFM and act in HACFM's best interest at every stage of the project. Contract(s) resulting from this RFQ shall include the Housing Authority of the City of Fort Myers (HACFM) and all its affiliates.

9.0 SCOPE OF WORK

- 9.1 Provider shall furnish all labor, materials, transportation, and incidentals including permits necessary to perform the Tasks as outlined below and proposed by Respondent. Work shall be completed as set forth in a RFWOP for assigned projects to be negotiated with Brizo and authorized by HACFM based upon the Respondent's written proposal. Providers will be responsible for delivering the completed project in a timely, cost-effective and high-quality manner.
- 9.2 The following are Tasks that include a proposed, general scope of services to be

provided. This is not an exhaustive list. The services to be provided will be detailed in the RFWOP. Respondent must enumerate any Task and other services that it may be able to provide in its response and must specify in its Solicitation Response any of the services listed below that cannot be performed by the Respondent for the Task being proposed. All respondents must select "Additional Requirements" to be considered for selection.

9.3 Task 1 – Rehabilitation and Repairs

It is anticipated that buildings in need of construction repair services will require an array of repairs or replacements ranging from minor to major construction. The scope of work will include repairs necessary to result in the insurability of the building at completion and will include work designed to mitigate against future damage.

- 1) Interior of building
 - a) Demolish, remove, and properly dispose of debris;
 - b) Clean and sanitize damaged materials;
 - c) Repair and/or replace interior wall cover, including drywall;
 - d) Repair and/or replace floor, subfloor and/or floor covering;
 - e) Repair and/or replace interior doors;
 - f) Repair and/or replace cabinets;
 - g) Repair and/or replace bathroom vanity;
 - h) Repair and/or replace bathroom exhaust fan;
 - i) Replace essential appliances;
 - j) Repair and/or replace ceilings;
 - k) Electrical work;
 - l) Perform structural modifications as needed;
 - m) Perform mold remediation;
 - n) Perform lead-based paint mitigation; and
 - o) Perform asbestos mitigation.

- 2) Exterior of dwelling
 - a) Repair and/or replace windows;
 - b) Repair and/or replace exterior doors;
 - c) Replace ceiling/wall insulation;
 - d) Repair and/or replace siding/veneer;
 - e) Electrical work, including weather, head, cable, and meter;
 - f) Repair and or replace existing flat work;
 - g) Perform any necessary landscaping;
 - h) Repair and/or replace roof, gutters, awnings; and
 - i) Perform any required repairs to the building envelope.

- 3) Accessibility Related Requirements
 - a) Repair, install, and/or replace:
 - i) Grab bars around toilet, tub, shower stall, and shower seat;
 - ii) Ramp(s);

- iii) ADA-compliant thresholds, interior and exterior;
- iv) ADA-compliant toilets;
- v) Faucet with single-lever faucet controls;
- vi) Lever-type doorknobs and handles;
- vii) Single-push door locks;
- viii) Drawers and cabinets with D-loop or other easy-to-use handle pulls; and
- ix) Low-pile carpet or smooth anti-slip flooring.

Task 2 –HVAC and Code Compliance

HACFM owns several buildings in need of repairs or replacement of existing HVAC systems on commercial and residential buildings, as well as code compliance features inside buildings.

- 1) HVAC, Lighting, Code Compliance
 - a) Repair, install, and/or replace:
 - i) Central Air Conditioner & Furnace;
 - ii) Electrical work, including weather, head, cable, and meter;
 - iii) Wiring;
 - iv) Electric panel: 200-amp main breaker-18 circuit;
 - v) Outlets or switches;
 - vi) Duct work;
 - vii) Smoke detector(s);
 - viii) Carbon monoxide detector(s); and
 - ix) Light fixtures.

Task 3 – Plumbing

HACFM owns several buildings in need of repairs to or replacement of existing plumbing systems on commercial and residential buildings.

- 1) Plumbing Systems
 - a) Repair, install, and/or replace:
 - i) Water heater;
 - ii) Water lines;
 - iii) Garbage disposal;
 - iv) Well pump;
 - v) Pressure tank;
 - vi) Septic tank;
 - i) Distribution box;
 - ii) Drain field;
 - iii) Sewer lines;
 - iv) Gas lines;
 - v) Sump pump;
 - vi) Kitchen sink;
 - vii) Bathroom sink;

- viii) Faucets;
- ix) Tub;
- x) Fiberglass shower; and
- xi) Tank and toilet

Task 4 – Environmental Hazard Remediation

HACFM has identified or presumes the existence of environmental hazards in its residential and commercial properties. Respondents must submit their qualifications and plan of approach for performing or causing to be performed the following:

- 1) Mold remediation;
- 2) Lead-based paint mitigation; and
- 3) Asbestos mitigation.

Task 5 – New Construction

HACFM has identified properties in need of demolition and rebuilding, and properties that are ready for development of new affordable housing. Respondents must submit their qualifications and plan of approach for performing or causing to be performed the following:

- 1) Site work;
- 2) Foundation;
- 3) Framing;
- 4) Sheetrock and insulation;
- 5) Flat work;
- 6) Painting;
- 7) Siding;
- 8) Roofing; and
- 9) Mitigation against future damage.

Task 6 – Mechanical/Electrical/Plumbing

HACFM has several properties in need of repairs to mechanical, electrical and plumbing systems, and the engineering of those systems. Respondents must submit their qualifications and certifications for the following trades:

- 1) Building mechanic;
- 2) Electrician; and
- 3) Plumber.

Additional Requirements

In addition to performing one or more of the Tasks listed above, Respondents shall demonstrate their ability to meet the following requirements:

- 1) Secure needed building and project permits;
- 2) Provide evidence of sufficient bonding;
- 3) Provide a project superintendent for the duration of the project;
- 4) Provide and maintain a Construction Schedule updated weekly;

- 5) Provide professional labor, equipment, and materials adequate to perform assigned work in accordance with the written scope of work issued under the RFWOP while ensuring that applicable cords and standards are met;
- 6) Providers will submit all relevant project records to Brizo including but not limited to permits, drawings, federal reports including Davis-Bacon and Section 3, environmental hazard remediation reports, and inspection reports; and
- 7) Attend weekly progress meetings at the discretion of Brizo.

10.0 SUBMISSION REQUIREMENTS AND MINIMUM QUALIFICATIONS

Interested organizations must include the following information in their proposals. All pages should be consecutively numbered. There is no page limitation. **The following format and sequence should be followed to ensure consistency in the organization's responses and to ensure each proposal receives full consideration.**

10.1 Submission Requirements – Respondents must include the following information in their response, otherwise the response may be deemed non-responsive as detailed in 10.4 Disqualification Criteria.

10.1.1 Title page, showing Request for Qualification Number, Organization name and address, telephone number, and a contact person.

10.2.2 Minimum qualifications including support as outlined in 10.2.

10.2.3 Organization qualifications including support as outlined in 10.3.

10.2.4 Attachments A, B, and C.

Attachment A – Certifications

Attachment B – Submittal Checklist

Attachment C – Task Checklist

10.2 Minimum Qualifications

10.2.1 Respondents must meet the eight minimum qualifications listed below regardless of Task(s) being proposed. Furthermore, upon a decision of Brizo, Responses that are determined to be unrealistic in terms of technical commitment, show a lack of technical competence, or indicate a failure to comprehend the risk and complexity of a potential contract may be rejected.

1. Respondents must have been in the residential construction, commercial construction, or remediation business for a minimum of five years, or the principals/owners must have had a minimum of five years of ownership/executive management experience in previous companies that provided such services.
2. Respondent must either: a) hold a current license to do business in Florida; or b) commit to securing such licenses prior to entering into any contractual obligations to work within those areas.
3. Respondent must demonstrate the ability to mobilize within one week

- of RFWOP issuance.
4. Respondent must demonstrate the ability to perform, and have experience with, the specific Task they are proposing.
 5. Respondent must demonstrate the capability to conduct all activities under this RFQ in compliance with all applicable federal, state, and local laws, ordinances, and regulations, which may include, but are not limited to, U.S. Department of Housing and Urban Development, Sections 306 and 408 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act as amended at 42 U.S.C. §§5149 and 5174, 44 C.F.R. Part 206, 2 C.F.R. Part 200, applicable labor standards, Clean Air Act (42 U.S.C. 7401 et seq.), HACFM construction standards and Florida Building Codes.
 6. Respondent must be a registered entity with SAM.gov (System for Award Management) with an active Unique Entity Identifier (UEID) or the ability to obtain a UEID no later than contract execution.
 7. Applicant principals or subcontractors must not be presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
 8. Respondent must, in HACFM's sole determination, be financially solvent and adequately capitalized, as demonstrated by bonding capacity.
- 10.2.2 Respondents shall submit a summary (not to exceed three pages) that provides specific support for meeting the eight minimum qualifications outlined in this Section. This summary can specifically state how Respondent meets each minimum qualification or can direct the evaluators to the appropriate section of the Response that provides support for Respondent satisfying each minimum qualification. Support documentation for meeting the qualifications is not limited to the three page requirement.
- 10.2.3 Brizo will confirm that Providers continue to satisfy the minimum qualifications described in this section throughout the term of any contract awarded. Providers who no longer satisfy the required minimum qualifications may be removed from the Provider pool at the sole discretion of HACFM or Brizo.

NOTE: A Respondent must be a legally recognized Floridian business with the Florida Secretary of State. Respondents must provide proof of license before HACFM will award a contract under this RFQ.

- 10.3 Organization Qualifications, Company Profile, and References
The proposal must include the following information (not to exceed four pages):

10.3.1 Organization Qualifications

Summarize the key attributes that the general contractor will bring to the project. Include the name, title, mailing address, e-mail address, and telephone number of Respondent's point of contact for any resulting contract under this RFQ. Provide a general description of the expertise of the organization, identifying the individuals that would be working on the project with a description of their qualifications, credentials, and related experience. The qualifications must include your bonding capacity for projects.

10.3.2 Company Profile

Provide a company profile that identifies the following:

- a. The year the company was founded and/or legally organized. If the company was organized as a business entity other than a sole proprietorship (e.g., corporation, LLC, LLP, etc.), please indicate the type of entity, the state under whose laws the company is organized, and the date of organization;
- b. The location of Respondent's company headquarters and any field office(s), including subcontractors, which may provide services for any resulting contract under this Solicitation; and
- c. The number of employees, excluding subcontractors, in Respondent's company, and the location(s) from which employees may be assigned.

10.3.3. Project Examples and References

a. Project Examples

Provide a description of relevant project experience serving as a general contractor for the Task(s) being proposed, and a description of the organization's resources and activities as they relate to knowledge and understanding of the proposed Task, including the following:

- 1) Project name and address.
- 2) Contact person, title, phone number, email, fax and address.
- 3) Detailed description of scope of work.
- 4) The client for whom the respondent's services were performed.
- 5) The size of the project.
- 6) The services performed by the Respondent on the project.
- 7) The duration of the project including start and completion dates, or projected completion date if still active.

b. References

Provide a minimum of three (3) professional references. The name, address, telephone number and email for a contact person for the local government/organization shall be provided, along with a brief description of the work completed, including the project dates and project description.

10.4 Disqualification Criteria

Any one or more of the following shall be considered as sufficient for the disqualification of a prospective Provider and the rejection of their proposal:

- Lack of competency, lack of experience, and/or lack of adequate resources.
- Unsatisfactory performance record as shown by past work for HACFM or with any other local, state, or federal agency, judged from the standpoint of workmanship and progress.
- Incomplete work, which in the judgment of Brizo, might hinder or prevent prompt completion of additional work, if awarded.
- Failure to demonstrate minimum qualification requirements contained herein have been satisfactorily met.
- Failure to list, if required, all team members and subcontractors who will be engaged by the successful Respondent(s) to participate in the performance of the Project.
- Failure of the successful Respondents to be properly licensed by the City of Fort Myers, Lee County, and/or the State of Florida, and/or to be insured by a commercial general liability policy and/or worker's compensation policy, and/or business automobile liability policy, if applicable.
- Any reason determined in good faith to be in the best interests of HACFM or Brizo.

11.0 EVALUATION CRITERIA AND FACTORS FOR SELECTION

11.1 Selection of an organization to render services pursuant to this RFQ will be made in accordance with HUD and HACFM procurement requirements. All proposals received by the time and date specified in this RFQ shall be evaluated by Brizo based on the timely submitted response.

11.2 Response must demonstrate that it meets the Minimum Qualifications to be qualified to receive a RWOP for the corresponding Task(s). The Respondent must also include Organization Qualifications, Company Profile, References, and Project Examples and References to accomplish the selected Task(s) to be a qualified Provider.

11.3 Points will be used as the determining factor in the event that multiple competitive bids are received proposing to accomplish the same Task in response to the issuance of a RWOP to multiple qualified Providers.

11.4 Selection Criteria

Responses shall be consistently evaluated and scored in accordance with the following:

- 1) Minimum Qualifications – Response must demonstrate the Respondent meets the minimum qualifications to be a Provider (30 pts).
- 2) Organizational Structure – Demonstrated experience and qualifications of the company and the project team for the particular task(s) being proposed (25 pts).
- 3) Project Examples and References – Past performance of Respondent and

- proposed staff working on projects similar to the task(s) being proposed, with additional consideration for federal grant projects (25 pts).
- 4) Disadvantaged Business Enterprise (DBE) and Section 3 Plan – Respondents that qualify as a DBE and/or submit a Section 3 plan will be given additional consideration in the event that multiple competitive bids are received proposing to accomplish the same Task in response to the issuance of a RWOP to multiple qualified Providers.

Evaluation Criteria	Maximum Points
1) Minimum Qualification	30
2) Organization Qualifications, Company Profile, References	25
3) Project Examples and References	25
TOTAL	80
Additional Points:	
4) Respondent is a Disadvantaged Business Enterprise (DBE) and/or provided a Section 3 Participation Plan in the submission:	
DBE: 10 Points	10
Section 3 Plan:10 Points	10
MAXIMUM POINTS	100

12.0 RESERVATION OF RIGHTS

12.1 Brizo reserves the right without liability to:

- Reject any or all proposals, waive any informality in the RFQ process, or terminate the RFQ at any time if deemed by HACFM or Brizo to be in their best interests.
- Determine the days, hours, and locations in which the services are performed in this RFQ.
- Retain all proposals submitted and not permit withdrawal for a period of 90 days subsequent to the deadline.
- Negotiate the fees proposed by Respondents in response to a RWOP. Brizo reserves the right to negotiate with one or more Providers relative to any features of their qualifications and to accept modifications of the work and price when such action is in the best interest of HACFM. This includes solicitation of a Best and Final Offer from one or more of the Respondents. If invoked, it allows Providers the opportunity to amend, change or supplement their original packet submission. Providers may be contacted in writing requesting that they submit their best and final offer. Any such best and final offer must include discussed and negotiated changes. If such negotiations are not, in the opinion of Brizo, successfully concluded within a reasonable timeframe, Brizo shall retain the right to end such negotiations.
- Reject and not consider any response that does not meet the requirements of this RFQ, including but not necessarily limited to rejection of incomplete

responses and/or proposals offering alternate or non-requested services and from Respondents deemed non-responsive and non-responsible.

- Prohibit any further participation by a Respondent or reject any proposal submitted that does not conform to any of the requirements detailed herein.
 - Each prospective Respondent further agrees that he/she will inform Brizo in writing within five (5) days of the discovery of any item that is issued thereafter by Brizo that he/she feels needs to be addressed. Failure to abide by this time frame shall relieve Brizo, but not the prospective Respondents, of any responsibility pertaining to such issue.
 - Award, revise, change, alter or amend any of the instructions, terms, conditions, and/or specifications identified within the RFQ in Addenda to the RFQ.
 - To advertise for new proposals or to proceed to do the work otherwise if proposals are rejected.
 - Cancel the award of any proposal(s) at any time before the execution of the contract documents by all parties.
 - Reduce or increase estimated or actual quantities in whatever amount necessary if funding is not available, legal restrictions are placed upon the expenditure of monies for this category of service or supplies, or Brizo's requirements in good faith change after award of the contract.
 - Make an award to more than one Respondent based on rankings or to make an award with or without negotiations or Best and Final Offers (BAFO).
 - Establish a competitive range for responses based on the initial scores and to require presentations by the Respondents within the competitive range.
 - Require additional information from all Respondents to determine level of responsibility. Such information shall be submitted in the form and time frame required by Brizo.
 - Amend the terms of the contract any time prior to contract execution.
 - Contact any individuals, entities, or organizations that have had a business relationship with the Respondent regardless of their inclusion in the reference section of the proposal submittal.
- 12.2 There is no obligation on the part of Brizo to select and award any organization or individual submitting a response. No work is guaranteed.
- 12.3 Brizo reserves the option to issue a RWOP to qualified Respondents prior to the RFQ deadline in order to expedite repairs to HACFM damaged buildings.

13.0 RIGHT TO PROTEST

- 13.1 Any prospective or actual Respondents or contractor, who is allegedly aggrieved in connection with the solicitation of a proposal or award of a contract resulting from a RFWOP, shall have the right to protest. Such right only applies to deviations from laws, rules, regulations, or procedures. Disagreements with the evaluators' judgments as to the number of points scored are not reasons for an appeal. An alleged aggrieved protestant claiming this right is hereby informed that these regulations do

- not provide for administrative appeal as a matter of right for that alleged aggrieved protestant.
- 13.2 To be eligible to file a protest with Brizo pertaining to RWOP or contract, the alleged aggrieved protestant must have been involved in the RFP process in some manner as a prospective Respondents (i.e., recipient of the RFP documents) when the alleged situation occurred. Brizo has no obligation to consider a protest filed by any party that does not meet these criteria.
- 13.3 Any actual or prospective Provider may protest the solicitation or award of a contract for a material violation of this Solicitation. Any protest against this Solicitation must be received before the due date for receipt of Responses and any protest against the award of a contract resulting from a RWOP must be received within ten calendar days after contract award or the protest will not be considered.
- 13.4 All protests must be in writing and submitted to the contact information in this Solicitation for a written decision. Brizo will issue a written decision and findings to the Respondent within 30 days of receipt of the written protest. Appeals that are not timely filed will not be considered and the decision becomes final.

14.0 SUBMISSION CERTIFICATION AND ATTACHMENTS

- 14.1 Respondents must submit a response that includes the Submission Requirements and Minimum Qualifications outlined in Section 10 to be considered for selection as a Provider.
- 14.2 Respondents must ensure that Attachment A, Certifications, Attachment B, Submittal Checklist, and Attachment C, Task Checklist, are included in the response.
Attachment A – Certifications
Attachment B – Submittal Checklist
Attachment C – Task Checklist
- 14.3 In the event that a Respondent is selected as a provider, Respondent will be required to submit certifications and forms that include but are not limited to the following as part of the contracting process that will comprise a fully executed contract:
- a) Master Contract
 - b) Scope of Work
 - c) WH 347 US Department of Labor Wage and Hour
 - d) Section 3 Plan
 - e) Disclosure of Lobbying Activities
 - f) Non-Collusion Affidavit of Contractor
 - g) HUD 50070 Drug Free Workplace
 - h) HUD 92010 Equal Employment Opportunity Form
 - i) Public Entity Crime Form
 - j) 5369 A – Representations Certifications and Other Statements of Bidders
 - k) 5370 General Conditions for Construction Contracts – Public Housing Programs
 - l) Direct Deposit, subcontractor, and W-9 forms

- 14.4 Respondents may request these terms and conditions prior to Proposal submission by submitting such request to <https://www.brizoconstruction.com/rfq>.

Attachment A – Certifications

Please read carefully, sign in the space indicated below, and return with your proposal.

The undersigned, herein referred to as the Respondent, has familiarized themselves with the RFQ in its entirety and the local conditions under which the work is to be performed and is satisfied with the conditions of delivery, handling and storage of equipment and all other matters which may be incidental to the work, before submitting a proposal.

The undersigned agrees, if this proposal is accepted, to furnish any and all items/services upon which prices are offered, at the price(s) and upon the terms and conditions contained in the Contract.

By submitting a response to this Solicitation, the Respondent certifies that:

- At the time of submission, he/she is not on the Federal Government's or the State of Florida's list of suspended, ineligible, or debarred contractors.
- The Respondent is duly organized, validly existing and in good standing under the laws of the State of Florida.
- The person signing this certification has full company power and authority to enter into a contract with Brizo, to carry out its obligations, and to consummate the transactions contemplated hereby.
- Respondent is not a "foreign person" as that term is used in Treasury Regulations Section 1.1445-2.
- Respondent has complied, and is now complying, with all applicable federal, state, and local laws and regulations applicable to its operations.
- There is no claim, action, suit, proceeding or governmental investigation of any nature pending against or involving Respondent to their knowledge. No event has occurred, or circumstances exist that may give rise to, or serve as a basis for any such action.
- No representation or warranty by Respondent in this Submission and no statement contained herein or any certificate or other document furnished or to be furnished to Brizo pursuant to this Solicitation contains any untrue statement of a material fact or omits to state a material fact necessary to make the statements contained herein.

In the event that any of these certifications change between the time of proposal submission and time of award, the Respondent must notify Brizo Construction. Failure to do so may result in terminating a contract for default.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this RFQ package.

By signing this document I, an authorized representative of the Respondent, certify that my company has not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or organization to submit or not to submit a Proposal; that the Proposal submitted for this RFQ has been independently arrived at without collusion with any other



Respondent, competitor or potential competitor; that our Response has not been knowingly disclosed prior to the opening of Solicitation Responses to any other Respondent or competitor; that the above statement is accurate under penalty of perjury.

Failure to sign and return this attachment will result in the rejection of the entire qualification package.

I have read, understand, and agree to comply with the affirmations, certifications, terms, and conditions herein. Checking "YES" indicates acceptance, while checking "NO" denotes non-acceptance.

YES _____ NO _____

Organization Name

Authorized Signature Date

Attachment B – Submittal Checklist

- Minimum Qualification
- Organization Qualifications, Company Profile, References
- Project Examples and References
- Disadvantaged Business Enterprise (DBE) Documentation
- [Section 3 Participation Plan](#)

Attachment C – Task Checklist

- Task 1 – Rehabilitation and Repairs
- Task 2 –HVAC and Code Compliance
- Task 3 – Plumbing
- Task 4 – Environmental Hazard Remediation
- Task 5 – New Construction
- Task 6 – Mechanical/Electrical/Plumbing
- Additional Requirements