Triple C Housing
Your Journey Starts Here
Care. Community. Choice.

1520 Route 130 N, Suite 201
North Brunswick, NJ 08902

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REQUEST FOR QUALIFICATIONS:
LEAD HAZARD CONTROL/REMEDIATION CONTRACTORS

Triple C Housing, Inc. (Triple C), is seeking responses from qualified Contractors to become part of our "Qualified Contractor's Pool" to provide lead remediation/mitigation for our Lead Remediation and Abatement Program (LRAP) - a grant funded program from the New Jersey Department of Community Affairs (DCA).

The purpose of this program is to identify and remediate lead-based paint hazards to prevent elevated blood lead levels in children and pregnant women and to provide a lead safe environment for our residents.

We are seeking contractors that can perform lead hazard remediation and abatement services in Middlesex, Ocean, and/or Somerset County, NJ. Minority/Woman Owned Business or Enterprise (M/WBE), Veteran-Owned Business (VOB), Disabled Veteran-Owned Business (DVOB), Small Business Enterprise (SBE), Emerging Small Business Enterprise (ESBE), Disadvantaged Business Enterprise (DBE), Socially and Economically Disadvantaged Business (SEBD), and Lesbian, Gay Bisexual, Transgender, Queer, Questioning (LGBTQ+) Certified business are encouraged to apply. We also encourage contractors interested in completing this kind of work but who may not be certified, to apply as training is available to those who may be interested at low or no cost.

A pre-qualification application package may be obtained, starting Thursday, May 29, 2025, at 1520 Route 130 N, Suite 201, North Brunswick, NJ 08902 between the hours of 9:00a.m. and 5:00p.m., Monday through Friday, or by contacting Marcus Kellam at LRAP@triplechousing.org or 732-658-6636 x302. Completed application packages must be received at Triple C no later than 10:00 a.m. on Monday, June 16, 2025. At 10:30 a.m. on Monday, June 16, 2025, bid packages will be opened and reviewed by staff.

Applications can be submitted by regular mail or can be delivered in person. Application packages must be enclosed in a <u>sealed envelope</u> addressed to Triple C Housing, Inc., 1520 Route 130 N, Suite 201, North Brunswick, NJ 08902, attention: LRAP RFQ and the following clearly printed on the outside: your company name, Lead Contractor RFQ, and date.

Qualification for the program is dependent upon a proven record of exemplary work history and customer service, which will include satisfactory reference checks and available information on performance. Triple C reserves the right to waive any informalities or irregularities in any application, to reject any and all applications, or to accept such applications that, at the discretion of Triple C, are in their best interest. Any contractor who has been suspended from any Federal, State, or local lead program is not eligible to perform under this RFQ.

Sincerely,

Marcus J. Kellam
Lead Program Manager

RFQ released: 5/29/2025
Submission Closing Date: 6/16/2025 at 10:00 a.m.
Bid Opening: 6/16/2025 at 10:30 a.m.

Request for Qualifications

Lead Remediation/Mitigation Contractors and NJ Certified Lead Abatement Contractors
Triple C Housing, Inc. (herein referred to as "AGENCY") is seeking responses from qualified contractors through a Request for Qualifications (RFQ) for "Lead Remediation/Mitigation Contractors" in Middlesex, Ocean, and/or Somerset Counties. All work will be performed in Middlesex, Ocean, or Somerset County and may include interior and/or exterior remediation/mitigation work.

Bidders are required to comply with the requirements of P.L. 1975 C.127. Minority/Woman Owned Business or Enterprise (M/WBE), Veteran-Owned Business (VOB), Disabled Veteran-Owned Business (DVOB), Small Business Enterprise (SBE), Emerging Small Business Enterprise (ESBE), Disadvantaged Business Enterprise (DBE), Socially and Economically Disadvantaged Business (SEBD), and Lesbian, Gay Bisexual, Transgender, Queer, Questioning (LGBTQ+) Certification will be offered full opportunity to bid and will not be subject to discrimination on the basis of race, color, gender, or national origin in consideration of an award.

The AGENCY intends to award contracts to respondents whose proposals are most advantageous to the AGENCY with regard to price and other factors being considered. Contractors who have been rejected for cause, removed, or suspended from any lead remediation or abatement program, in NJ or any state, will not be eligible for submission to this RFQ. Contractors with unsatisfactory references will not be chosen for this RFQ.

AGENCY reserves the right to reject any and all proposals when the AGENCY determines it to be in its best interest. The AGENCY further reserves the right to waive minor irregularities in proposals submitted in response to this RFQ and allow for amendments.

1.0 SCALE OF WORK

A minimum of one hundred (100) jobs will be issued for cost estimates to the Qualified Bidder Pool over a 19-month period through December 2026. All one hundred (100) jobs will be lead remediations/mitigations.

The maximum allowable cost of each job is $13,000 for lead remediation/mitigation based on work indicated by a Lead Risk Assessment and Scope of Work generated by AGENCY. Please note this maximum is flexible on a case-by-case basis, which requires approval from the NJ Department of Community Affairs (NJDCA) prior to the contract award. Changes to this limit may occur in the future at the discretion of NJDCA.

Contractors for each job will be chosen in a "Round Robin" format. (See Attachment A). This format provides an expectation that each qualified contractor in the Bidder Pool will receive a satisfactory and equal share of the available jobs, considering expertise, availability, and demonstrated excellence in meeting project guidelines.

2.0 SCOPE OF SERVICES REQUESTED

AGENCY intends to prequalify U.S. Environmental Protection Agency Renovation, Repair, and Painting (RRP) Certified Lead Remediation contractors with experience, training, and required certifications to participate in AGENCY's Qualified Contractor Pool to perform work under the LRAP grant. These include but are not limited to the Lead Safe Home Remediation, Single Family

Home Remediation and Lead Remediation and Abatement Program. Eligible units include 1 to 10 family owner-occupied and rental units.

Up to ten (10) qualified lead remediation contractors who respond to and qualify for the RFQ will be considered in the pool for the work requested under this RFQ.

Contractors in the Lead Contractor Pool will be assigned or awarded residential structure projects for specific properties at the sole discretion of AGENCY, based on contractors' abilities, capacity, availability, and ability to comply with unit cost limitations. The cost per unit is limited to $13,000, except on a case-by-case basis with approval from NJDCA and is determined by the Scope of Work (SOW) developed by Triple C's Lead Construction Manager (LCM), the Cost Guidelines for lead measures, and the maximum cost per unit of the LRAP grant (Program Cost Guidelines are Attached). Potential contractors should read these guidelines and be fully aware of the requirements of this program to participate.

Responding Contractors must be able to provide services in Middlesex, Ocean, and/or Somerset Counties as needed. The selected Contractors shall be bound to specific terms and conditions of the signed contract. Contracts will begin being issued within fourteen (14) working days of the RFQ submission deadline and work may be scheduled to begin immediately thereafter.

Lead and Healthy Homes Rehabilitation Scope of Work

It is anticipated that homes eligible for Lead Remediation will require an array of lead safe repairs, removal of lead components (abatement), interim controls, health and safety services, and minor structural repairs that shall be performed per U.S. Department of Housing and Urban Development (HUD), EPA, and NJ Administrative Code (NJAC), as applicable. Units are assigned per the Round Robin format as described in Attachment A.

Contractors must be available for one (1) walk through of the property identified for lead remediation with the LCM to develop a Lead Hazard Control Estimate based on the SOW. Sometimes this will be done in coordination with the Lead Evaluation Contractor to limit the number of entries to the property. The SOW will be based on the Lead Inspection Risk Assessment (LIRA) provided by the Lead Evaluation Contractor, along with any additional items identified during the walkthrough. Representatives from Tripel C will coordinate the walkthrough of the property with the homeowner/tenant and all Contractor(s). Ancillary health and safety issues, and issues that are causative factors for lead hazards may be added to the SOW as appropriate.

The scope of work for each repaired structure will vary but may include, but is not limited to, the following:

- Coordination with property owner and/or tenant, Lead Construction Manager and Lead Evaluator Contractor.
- Obtaining all necessary state and local permits, and approvals after the land use permits are acquired, but prior to the commencement of the work for each structure (Generally required for abatements).
- Control of lead-based paint hazards in eligible residential units as specified by a certified Lead Risk Assessor/Evaluator/Inspector in accordance with EPA RRP, NJAC 5:17, and/or NJAC 8:51.
- Control of lead-based paint hazards in residential units in accordance with EPA standards and with reference to HUD's Guidelines for the Evaluation and Control of Lead Based Paint Hazards in Housing (Second Edition 2012), including but not limited

to, interim controls, encapsulation, and abatement measures designed to provide a lead safe environment for a period of 20 years.

- Building envelope repair, including roof repair or replacement and attendant damage; door and window replacement; and siding/veneer repair or replacement.
- Dry wall repair or replacement; rough and trim carpentry.
- Repair of trip and fall hazards, such as step repair/replacement and/or handrail installation or repair.
- Surface preparation and painting; flooring repair or replacement.
- Specialty construction elements associated with historic properties.
- Debris removal in accordance with all Federal, State, and local requirements, including disposal of materials containing lead-based paint in accordance with all applicable local and state codes and standards.

Other Scope of Services

- Provide professional labor, equipment, and materials adequate to perform the work in accordance with the SOW for each eligible applicant's residential structure while ensuring that all applicable housing standards and codes are met, specifically the New Jersey Construction Code requirements.
- Complete a Project Employment and Local Impact Report to ensure compliance with the alternative wage reporting requirements for the program.
- Comply with all State and Federal laws, regulations, and guidelines.
- Meet with LCM to review the scope of work to be performed, including establishing a work schedule acceptable to property owners/tenants and LCM, and to review work upon final inspection.
- Provide tracking of construction progress.
- Complete all work within agreed upon timeline.

The preceding list of responsibilities is not exclusive. AGENCY and the successful respondent(s) may agree in writing to amend or augment the responsibilities set forth above at any point after contract award.

CONTRACTOR PRICING

Contractor(s) shall provide a separate price for each item specified in the SOW provided by the LCM. Contractor(s) estimates must include line-item work description and cost write-up to document measures procured (see Draft Scope of Work attached). Pricing for each line-item shall be inclusive of all costs incurred by the Contractor (including contractor overhead and profit). No separate reimbursements for travel or other costs are permitted.

Subcontractor labor and materials cost cannot exceed $13,000 per unit for Lead Remediation/Mitigation, except in rare cases with the approval of NJDCA. Changes to these limits may occur in the future at NJDCA's discretion.

Costs for each job are limited and directed by the "Cost Guidelines for Lead Control Work" issued for the program (See Attachment B). All jobs must be completed in accordance with NJDCA, HUD, EPA, and NJAC guidelines and program rules within ten (10) calendar days from start of remediation, unless prior written consent is given to the contractor(s).

Contractors who cannot work within these guidelines should not respond to this RFQ.

3.0 MINIMUM QUALIFICATIONS

Respondents must meet the minimum qualifications listed below. Furthermore, Solicitation Responses that appear unrealistic in terms of technical commitment, which show a lack of technical competence, or that indicate a failure to comprehend the risk and complexity of a potential contract may be rejected. **Any Contractor that has been removed or suspended or otherwise barred from any Federal, State, or local lead contracting program is categorically ineligible for this program. Contractors whose references do not show adequate competence to operate successfully within this program will not be qualified to perform the work.**

RESPONDENTS MUST

- Have been in business for a minimum of 2 years, or the principals/owners must have had senior level experience in a previous company that provided residential construction or lead hazard control services.
- Be financially solvent and adequately capitalized.
- Hold a current business registration issued by the State of New Jersey, at a minimum. **For Lead Remediation Projects** – Business must have an RRP Firm Certification and have trained Lead Renovators performing work. For those businesses that need it, training of workers for Lead Worker and Lead Renovator can be provided free of charge through this program. **For Abatement Projects –** Business must be on the NJ Certified Abatement Contractor List and have at least one Lead Supervisor on the job at all times; and all workers must have their Lead Worker certification issued by the State of NJ.
- Carry a minimum of $1 million liability insurance, state required worker's compensation insurance, and it is recommended to procure supplemental pollution insurance. Proof of coverages must be active at the time of contracting, but if contractor does not currently hold certain coverages a letter of commitment to obtain such coverage will suffice for this RFQ (See Appendix C – Insurance Coverages for more information).
- Have a current NJ Contractor's License in good standing.
- Have a demonstrated ability to commit to residential lead-safe rehabilitation and reconstruction, and to carry such projects to completion within the time frame allotted by the LCM (generally 2 to 10 days).
- Have the demonstrated equipment, organization, and ability to perform lead-based paint hazard control, and health and safety projects related to the rehabilitation of residential properties.
- Have demonstrated experience in managing and completing projects of a similar type, size, and complexity.

A lack of any of these requirements will cause the proposal to be deemed "not qualified."

OTHER REQUIREMENTS

- Respondents should indicate that they meet each of the following requirements by providing documentation and/or specific proof of experience and qualifications to carry out each task (See Checklist in Section 6.0).
- Contracts for work in connection with each project will be awarded, to the greatest extent feasible, to contractors that are located in or owned in substantial part by persons residing in Middlesex, Ocean, and/or Somerset Counties, providing that they meet the minimum qualifications and demonstrated abilities.

- Respondent(s) shall commit to make a demonstrated effort to provide subcontract opportunities to locally owned businesses, Minority/Woman Owned Businesses or Enterprises (M/WBE), Veteran-Owned Businesses (VOB), Disabled Veteran-Owned Businesses (DVOB), Small Business Enterprises (SBE), Emerging Small Business Enterprises (ESBE), Disadvantaged Business Enterprises (DBE), Socially and Economically Disadvantaged Businesses (SEBD), and Lesbian, Gay Bisexual, Transgender, Queer, Questioning (LGBTQ+) Certified Businesses, as well as hire low-income residents in the program area for jobs.

4.0 VERIFICATION OF MINIMUM QUALIFICATIONS

- The AGENCY will confirm that Contractors continue to satisfy the minimum qualifications described in Section 3.0 of this RFQ. Contractors without satisfactory references will be considered to not meet minimum qualifications. Contractors who no longer satisfy the required minimum qualifications will be removed from the vendor pool at the sole discretion of the AGENCY.
- Contractors shall specify the name(s) and experience of each person who would perform the items identified in the scope of services herein. Contractors shall provide evidence and/or documentation of all required Certifications for each individual performing the requested services.

5.0 RFQ SUBMISSION REQUIREMENTS

RFQ released: 5/29/2025
Submission Closing Date: 6/16/2025 at 10:00 a.m.
Bid Opening: 6/16/2025 at 10:30 a.m.

Timeline

All questions or requests for additional information shall be directed to LRAP@triplechousing.org.

RFQ proposal packets can be obtained in person at 1520 Route 130 N, Suite 201, North Brunswick, NJ, 08902 or can be requested by email at LRAP@triplechousing.org.

All RFQ submission must be received in a sealed envelope at 1520 Route 130 N, Suite 201, North Brunswick, NJ, 08902 no later than 10:00 a.m. on Monday, June 16, 2025. Any response received after 10:00 a.m. on Monday, June 16, 2025, will not be accepted.

Per NJDCA requirements, submission of one (1) original and one (1) copy of your RFQ response should be included in a **sealed envelope/package**. Email submissions are not allowed.

Whether the RFQ is sent by mail or commercial express service, the Contractor shall be responsible for the actual delivery of the RFQ to 1520 Route 130 N, Suite 201, North Brunswick, NJ, 08902 before the deadline time.

Envelope/package shall be addressed to Triple C Housing, Inc., 1520 Route 130 N, Suite 201, North Brunswick, NJ, 08902, Attn: Marcus Kellam, with the following clearly printed on the outside:

Your Company Name, LEAD CONTRACTOR RFQ, and date.

6.0 APPLICATON AND REQUIRED DOCUMENTS FOR SUBMISSION

Failure to provide any of the information or documentation requested below will result in the RFQ submission being deemed non-responsive and therefore unqualified for this contract. AGENCY reserves the right to reject all submissions, in whole or in part, to waive technicalities, and to make award(s) as deemed to be in the best interest of AGENCY and does not discriminate on the basis of disability in the admission or access to its services or activities.

Checklist: The following current/valid documents (copies) should be submitted as Contractor's RFQ response (in this order):

- ☐ RFQ Application Form
- ☐ Provide a Sample Cost Estimate/Work Scope for a lead remediation or abatement job
- ☐ NJ Business License
- ☐ NJ Contractor's License
- ☐ EPA Lead Renovation Firm Certification (Lead Remediation Contractors), NJ Lead Abatement Contractor's Certificate (for Abatement Contractors), and any other professional lead certificates
- ☐ Certificates of Insurance (liability and workers comp)
- ☐ List of employees with RRP training, Lead Worker certification, Lead Supervisor certification or Lead Risk Assessor certification
- ☐ Contractor Information Form
- ☐ Certification Regarding Debarment and Suspension
- ☐ Responsible Contractor Certification
- ☐ Non-Collusion Affidavit of Prime Bidder (Must be notarized*)
- ☐ Contractor Registration Application
- ☐ Affirmative Action Affidavit (Must be notarized*)
- ☐ MBE or WBE certification (if applicable)
- ☐ References

In the event the Bidder is a corporation or a partnership, a statement must be submitted setting forth the names and addresses of all stockholders in the corporation or partnership. Stockholders who own ten percent (10%) or greater interest in the corporation or partnership must be clearly identified with their percentage of ownership.

Each bid must be accompanied by a certification by the Bidder regarding Equal Opportunity Employment Practice, a Non-Collusive Affidavit, and a Statement of Compliance with the bidding requirements.

*If you need assistance with getting your documents notarized, please contact our office.