

**REQUEST FOR PROPOSAL
FOR
CONSTRUCTION MANAGER SERVICES AT RISK
WITH GUARANTEED MAXIMUM PRICE**

For

**THE MARY & ELIZA FREEMAN HOUSES
STRUCTURAL STABILIZATION AND RESTORATION
354 Main Street
Bridgeport, CT 06604**

1. INTRODUCTION

The Mary & Eliza Freeman Center for History and Community is requesting Proposals (RFP) from interested and qualified construction managers with fifteen (15) years of relevant experience to provide construction management services with a guaranteed maximum price for the design and construction of the Structural Stabilization and Restoration of Mary & Eliza Freeman Houses (circa 1848). Secretary of the Interior's Standards for the Treatment of Historic Properties will apply to this project.

The mission of the Center is to restore, preserve and ensure the viability of the Mary and Eliza Freeman Houses; teach the history of Connecticut Blacks; revitalize the surrounding South End community; and facilitate the preservation and revitalization of other African American, and greater Bridgeport historic/preservation communities. The team that we assemble for this restoration will be committed to the Center's mission. Our commitment to the historically accurate revitalization and restoration of an important example of historic African American architecture is the culmination of the movement that saved the Freeman Houses from demolition in 2008. The restoration is a reminder of the part that these women played – successful members of their community at a time when it was difficult for both women and Blacks to succeed. The project is at the leading edge of the African American historical preservation movement and will come to represent the success or failure of that movement. The Contractor's alignment with this mission, in particular, will be critical to its success.

The delivery method for this Project will be "Construction Manager at Risk" (CMAR). The services required of the Construction Manager at Risk will be in three (3) stages. The Owner will use a modified AIA A133-2019 for all Stages of the Contract.

Stage 1: General Management & Coordination:

- Provide review with the Architect and Owner on constructability, and coordinate to provide any recommended revisions to documents, cost estimates and schedule for the Project.
- Coordinate with the Architect and Owner for the Phasing for the Construction Project. The phases are as follows:
 - Stabilization and restoration of exterior of both houses
 - Utility construction for both houses
 - Demolition and reconstruction of 20th century portions of Eliza's house
 - Interior restoration of Eliza's house
 - Construction of new kitchen, elevator and stair wing of Mary's house
- Provide limited exploratory demolition, upon request, for utility connections and other areas that may have potential hidden conditions.
- Provide assistance with obtaining permits and other approvals
- Prepare a Hazardous Building Material Abatement (HBMA) plan, in accordance with the Owner's Hazardous Building Material Investigation
- Develop diversity/local hiring and vendor procurement procedures, in accordance with Owner, City and State requirements
- Develop community outreach protocols, in accordance with Owner, City and State requirements

Stage 2: Bidding

- Provide services to distribute and manage the Bidding Stage, including, but not limited to, with the assistance of the Design Team and Owner:
 - Respond to Pre-Bid questions and RFIs
 - Conduct a Pre-Bid site visit
 - Prepare spreadsheets, as necessary, to document all bids received
 - Debrief subcontractors, as required
 - Provide a recommendation for final subcontractor selection for the Owner's review and approval
 - Develop a Guaranteed Maximum Price (GMP) proposal to construct the Project
 - Prepare General Conditions scope requirements (Division 0)
 - Follow DECD bidding, construction and procurement guidelines

Stage 3: Construction

- Upon review, possible negotiation and acceptance of the GMP, Owner will prepare the second part of the Contract for Construction of the Project (AIA Document A133-2019). If the Owner and the CM do not agree upon a GMP, the Owner will not award the construction phase of the Project to the CM.

2. HISTORY & SCOPE DESCRIPTION

The historic Mary & Eliza Freeman Houses in Bridgeport, CT are rare and irreplaceable evidence of African American life prior to Emancipation. Built for sisters of African and Native American (Paugussett) heritage, the houses are listed on the State and National Register of Historic Places. The Freeman Houses are rare survivals and among Bridgeport's most significant architectural resources. They are the last extant examples remaining from a settlement of Free People of Color—Underground Railroad destination community, Little Liberia, circa 1821—1899. <https://www.freemancenterbpt.org/>

The Owner contemplates local and/or diversity hiring and vendor procurement for the Project. The mission of the Mary & Eliza Freeman Center for History and Community is to restore, preserve and ensure the viability of the Mary & Eliza Freeman Houses; teach the history of Connecticut Blacks; revitalize the surrounding South End community; and facilitate the preservation and revitalization of other African American and Greater Bridgeport historic/preservation communities. It seeks to do so by engaging the community as much as possible in the Project, whether through hiring, vendor contracts, community engagement and other methods.

The scope includes exterior architectural design that encompasses the preservation of the existing buildings, through their structural stabilization and exterior restoration. The period of significance for the Freeman Houses, 1848 - 1862, represents the construction of the houses in 1848 and continues through the year of Eliza Freeman's death, 1862. The scope includes demolition of a 20th century addition to the Eliza Freeman House and reconstruction on its footprint; as well as reconstruction of kitchen wings (one housing an elevator) on the Mary Freeman House. The structural stabilization includes restoring, support and reconstructing floor, roof and wall framing. The reconstructed floor, roof and wall framing will be like materials of the original and sized to meet current codes and loads. The houses will have repaired and/or new foundations. This work will also include rough and finish carpentry, sitework, masonry and concrete.

For weather tightness and code compliance, the exterior walls will have insulation, weather barrier and sheathing. The interior and exterior finish of the exterior walls, doors, windows will be constructed with materials to match the restoration period. The new metal roofing will have the same detailing to match the profile of the original design. This work will also include rough and finish carpentry, plaster, painting. This work will also include sitework, masonry, concrete, metal stairs, aluminum frame wall/entrances and elevator.

The Owner will award Hazardous Building Materials Investigation (HBMI) scope that will determine what, if any, hazardous materials are present and provide guidance for a Hazardous Building Materials Abatement (HBMA) plan.

At the completion of the exterior restoration, structural stabilization and focused interior restoration, the houses will be stable for further Interior Restoration/Preservation/Renovation Work.

See below for links to download copies of drawings, Specifications, Geotechnical Report.

The Project Construction Cost Budget for Phase 1 is approximately \$1,600,000.

The desired construction duration is 12 months or less.

The CM is required to be licensed in the state of Connecticut.

The Project is more fully described in the following documents available for download using the following links. Click on the link or cut-and-paste into your browser.

Construction Documents:

https://www.dropbox.com/sh/86758k7z3ylf73t/AABHpylShzpGHZ-TWorzg_ksa?dl=0

Geotechnical Report:

<https://www.dropbox.com/s/vmklytbh8eaofdb/Freeman%20Houses%20Geotechnical%20Report.pdf?dl=0>

3. SCOPE OF CM'S WORK

The work to be performed by the CM is generally specified in the standard AIA Document A133-2009. In submitting an RFP Response, the Respondent represents that it is qualified and capable to provide all the requirements of both phases of the contract. The following is a brief overview of the services the CM will be required to perform, if awarded the construction stage contract:

- A. Review the initial cost estimate and provide continuous cost management to assure the design is within the budgeted cost estimate.
- B. Provide constructability reviews and analysis. Offer suggestions to improve the quality of the Project.
- C. Provide construction planning, phasing, and scheduling during construction completion.
- D. Develop and maintain a Project schedule that incorporates all tasks and approvals of all involved parties necessary to complete the Project within the contract durations.
- E. Provide quality assurance.
- F. Provide cost estimating and value engineering
- G. Prequalify trade contractors as necessary.
- H. Develop Trade Contractor Bid Packages and receive bids in the most logical, competitive, and seamless manner.
- I. Ensure that trade bid packages include a complete scope of work.
- J. Submit a Guaranteed Maximum Price proposal.
- K. Manage and administer the Project construction phase to achieve construction completion within the contract time and budget and with high quality workmanship.

4. ANTICIPATED CONSTRUCTION SCHEDULE AND FUNDING

The Owner anticipates a construction start on or about July 1, 2022.

The Owner has funds available to construct the project based on the latest estimates.

5. DESIGN TEAM

Architect: Northeast Collaborative Architects, LLC, Middletown, CT

Landscape Architect: TO Design, New Britain, CT

Structural Engineer: GNCB Engineers, Old Saybrook, CT

Civil Engineer: Benesch Engineers, Glastonbury, CT

6. CM SELECTION PROCESS

The Mary & Eliza Freeman Center for History and Community will select the CM using the following process. The Architect & Owner's Representatives will review all submissions received by the deadline and, will prepare a "shortlist" of respondents that it wishes to receive fee proposal and interview for further consideration.

The Mary & Eliza Freeman Center for History and Community will not necessarily select a Construction Manager solely upon the basis of fee. Experience, credentials, size, current workload, historic preservation and restoration construction experience, fee and other items will all be given due consideration during the selection process.

Upon completion of the interviews, it is anticipated that the Architect & Owner's Representatives will make a formal selection of a Construction Manager and enter into a Contract for Phase 1 Construction services with the successful CM firm. It is anticipated that the successful firm will also be given the opportunity to continue with Phase 2 Construction services, but The Mary & Eliza Freeman Center for History and Community reserves the right of not proceeding with the selected firm for Phase 2.

All Respondents shall prepare their submissions at their own risk. While The Mary & Eliza Freeman Center for History and Community appreciates the interest of all respondents, The Mary & Eliza Freeman Center for History and Community will not compensate any respondents for their efforts.

7. COMMUNITY FOCUSED HIRING

The contractor shall provide Equal Opportunity Employment as a Minimum for Subcontractors. The Contractor shall provide at minimum 5% of the project to be performed by local and/or minority subcontractors. If Contractor is providing local and/or minority workforce within its self-performed trades, the minimum is 2% in addition to the 5% subcontractors.

The process by which restoration will be achieved is as important to this effort as the end result. The Center's preservation and restoration plans are designed to act as catalysts to neighborhood revitalization, reflecting the values of the movement that saved the Freeman Houses from demolition by the city in 2008. The Freeman Houses were formerly owned by Action for Bridgeport Community Development (ABCD), a Johnson-era Community Action Program created by the 1964 Economic Opportunity Act to fight poverty by empowering the poor. A groundswell of grassroots support and activism, originating with ABCD's staff and stakeholders, saved the homes. Historic preservationists, archaeologists, academics and civil servants joined the movement, making the Freeman Houses the only historic homes to survive city demolition efforts without being moved. The Freeman Center's genesis lies in visioning workshops and charrettes conducted by UMASS/Amherst's Department of Regional Planning and Landscape Architecture in 2008 and 2009. Communities that successfully used restoration of African American landmarks to stabilize neighborhoods, provide jobs, and attract investment were researched. There are virtually no minority contractors, especially from Bridgeport, represented on historic preservation sites. Creating jobs and paid apprenticeships - hands-on, professional opportunities for community to connect with the entrepreneurial legacies of Mary and Eliza Freeman and the placemaking heritage of Little Liberia - is at the heart of the Freeman Center's mission. Construction skills, business acumen, and self-sufficiency built Little Liberia 200 years ago, offering new opportunities for African and Native Americans beyond the denigrating contexts of slavery and servitude. The Freeman Center seeks to similarly "uplift" through restoration and redevelopment today. The selected CM must demonstrate willingness and capacity to incorporate minority contractors, and possibly work in tandem with a paid apprenticeship program. Developing preservation contracting skill sets locally is essential to maintaining the homes in the future.

8. SUBMITTAL REQUIREMENTS

A. Minimum Qualifications

1. Minimum 15 years' experience with Historic Properties of Antebellum heritage (pre-1865)
2. Past performance on recent and similar projects shall form the basis of this evaluation.
 - a. Masonry Pre-1865 residential buildings
 - b. Wood Pre-1865 residential buildings
 - c. Wood trim, casings and mantles on Pre-1865 buildings
 - d. Plaster on Pre-1865 buildings
 - e. Metal roofing on Pre-1865 buildings
 - f. Replication of trim, columns, on Pre-1865 buildings
 - g. Incorporating electrical and historic trim

B. Submission Requirements

After reviewing the information attached herein, submit a proposal addressing each of the following:

1. Company Profile

Provide a "company profile" describing the mission statement or other driving values of the firm, a brief history of the firm, its achievements, its organizational structure and other attributes that the Contractor feels are important for the Owner to understand.

2. Comparable Projects

Prepare a list of comparable projects successfully performed. The term "comparable" means, in this instance, that Contractor shall demonstrate that they have completed complex construction projects that include historic restoration of properties within the same time period and using same materials. Include the name, owner, location, size (dollars and SF), nature of work, initial and final budgets and schedules, description of the project, reference(s) and a photo, if available for 3 most recent completed in the last 5 years.

3. Project Personnel

Include a list of key personnel proposed for each phase of the Project, indicating the percentage of time that each individual is expected to work on the Project. Provide resumes and references for each of the key personnel proposed for the Project. It is expected that key personnel will be assigned for the duration of the phase for which the assignment is made.

The Owner reserves the right to review, accept, reject or retain all personnel assignments.

4. Pending Litigation

Describe any litigation during the last two years, including ongoing and threatened litigation.

5. Financial Capacity

Show evidence of financial capacity, bonding capacity and ability to meet typical insurance requirements.

6. Insurance Information

Provide sample insurance certificate describing coverages and limits offered by Contractor, including workers compensation, employer's liability, general liability, auto liability, completed operations and umbrella coverage(s). Insurance requirements are as follows:

- a. Workers' Compensation: \$500,000 Each Accident-Bodily Injury/\$500,000 Policy Limit
- b. Automobile and Vehicle Liability: \$2,000,000 combined single limit
- c. Commercial General Liability: \$2,000,000 Each Accident/\$4,000,000 Aggregate
- d. Professional Liability: \$2,000,000 Each Accident/\$4,000,000 Aggregate

7. Safety Record

Provide documented, yearly Lost Time Incidence Rate and Reportable Incidence Rate for the past five (5) calendar years.

8. In-House Trades

Indicate any sub-trades your company would be capable of and interested in bidding for this Project. It is understood that ALL sub-trade bids will be competitively bid and any sub-trade bids being bid by the Contractor's in-house forces shall be opened with a representative of Owner in attendance. The Owner reserves the right to review, accept, or reject any subcontractor awards.

9. References

Provide at minimum of 3 references of owners or architects on projects of similar size or scope.

10. CM at Risk Experience

Provide narrative of CM at Risk experience on projects of similar scope. Project examples can be historic or non-historic projects.

11. Compensation

Provide the following proposed compensation information:

- a. Construction Stage Fee.
Provide a fee proposal for the Construction Stage services required to construct and complete the Project expressed as a percentage of actual, direct construction costs.
- b. General Conditions and/or General Requirements Expense.
Based upon the Project schedule, budget and elements described in this RFP, provide a fixed percentage of actual, direct construction costs that your firm proposes to establish as a not-to-exceed cap for all general conditions and/or general requirements items required during the Construction Phase for each Project element. For the purposes of this RFP and this Project the term "General Conditions" and "General Requirements" are meant to include all costs required to enable and support the construction of the Project and that are traditionally provided by the Contractor.
- c. Staffing and Staff Costs
Provide a listing or description of how your firm would propose to staff the Project throughout the Construction Phase, along with rates that staff would be paid, plus escalators over the next four years.

9. SELECTION PROCESS

All communications concerning the selection process should be directed to the Owner Representative for the Selection Process. In e-mail communications, place the name of the Project in the subject line.

The Owner is:

The Mary & Eliza Freeman Center for History and Community
1019 Main Street, Suite 210
Bridgeport, CT 06604
(203) 612-7769

The Owner's Representative is:

RJ Development + Advisors LLC
Attn: Salvatore Raffone; sraffone@rjdallc.com
555 Long Wharf Drive, 11th Floor
New Haven, CT 06511
(203) 408-7810

All questions regarding this RFP for the CM selection process must be submitted in writing by e-mail to Owner's Representative noted above. Questions received after the due date below will not be considered. Written responses to submitted questions will be sent to all registered Respondents. Clarifications may be requested verbally at site visit, however, verbal responses will not be considered binding.

The selection process schedule is:

Activities	Dates
RFP Advertised	June 17, 2022
Pre-Proposal Site Visit	July 7, 2022
Last day to submit RFP questions	July 14, 2022
RFP due date and time	July 29, 2022 (noon)
Interviews with selected Proposers	August 8-12, 2022
Notice of Intent of CM Selection	August 31, 2022

This is a proposed schedule that is subject to change. The construction contracts will identify the schedule commitments. Any changes to the schedule for the RFP process will be issued to all Respondents/Proposers via addenda.

Please submit one (1) digital PDF (flash drive) and three (3) hard copies of your firm's proposal no later than Tuesday, July 29, 2022, at 2:00pm EST. Proposals must be sent in a sealed envelope to the Owner's Representative.

End of Request for Proposal