

**Request for Proposals  
For Construction Manager/General Contractor**

**Darien Housing Authority & AON, LLC (Jointly “DHA”)**

**Allen-O’Neill Homes, Darien, CT**

DHA is seeking a qualified firm to serve as **Construction Manager during the pre-construction phase of the reconstruction** of the Allen-O’Neill Homes (the “Project”). During the construction phase of the Project, the selected firm may serve as General Contractor for the construction of the project. DHA is requesting a **“Statement of Qualifications and Response to Request for Proposals”** from interested parties for the demolition of the existing 53 unit Allen -O’Neill Homes complex and the new construction of 111 multifamily units on the 10.5 acre site in Darien, CT.

It is expected that applications for financing will be submitted to several sources, including, potentially, the Connecticut Housing Finance Authority (CHFA) Low-Income Housing Tax Credit (LIHTC) Program, mortgage financing and State Housing Tax Credits from CHFA and the State Department of Economic & Community Development (DECD). Prior successful experience working with CHFA and state or federally funded affordable housing developments of this scale is mandatory to qualify for consideration for this Project.

Allen -O’Neill Homes is owned by the Darien Housing Authority (“DHA ”) and AON, LLC (“AON ”) was selected as developer by DHA through a competitive process. The new Allen- O’Neill Homes will consist of 111 units contained in 25 buildings. The unit mix will consist of 35 one-bedroom units, 60 two-bedroom units, 13 three-bedroom units and 3 four-bedroom units. The project architect is Crosskey Architects. It is expected that financing will be secured by second quarter of 2009 and construction will begin in the first quarter of 2010.

**A full copy of the Request for Proposals (due February 18, 2009) is available from Kathryn Y. Molgano, Executive Director, Darien Housing Authority, Room B-1 Darien Town Hall, 2 Renshaw Road, Darien, Connecticut 06820. Telephone (203) 655-0866. Email: [darienhousingkm@yahoo.com](mailto:darienhousingkm@yahoo.com)**

**Darien Housing Authority/ AON, LLC (Jointly “DHA”)**

**REQUEST FOR PROPOSALS  
Construction Manager/General Contractor  
January 20, 2009**

**Responses Due February 18, 2009**

DHA is seeking a qualified firm to serve as **construction manager during the pre-construction phase of the redevelopment of the Allen- O’Neill Homes, Darien, CT (the “Project”)**. During the construction phase of the Project, the selected firm may serve as General Contractor for construction of the project utilizing a Guaranteed Maximum Price (“GMP”) at risk contract.

**Project Summary**

The property, located on 10.5 acres on Allen-O’Neill Drive in Darien, consists of 53 units (41 single family homes and a 12-unit building) built in approximately 1953. The existing Allen- O’Neill Homes will be demolished and 111 units, contained in twenty-five buildings will be constructed. The property is owned by the Darien Housing Authority (“DHA ”). DHA has selected AON, LLC (“AON ”) to serve as developer through a competitive process. Arthur T. Anderson is the managing member of AON. The redevelopment effort will likely be in phases and current residents are expected to be temporarily relocated to existing residences within the Project during construction.

**Design**

Crosskey Architects are the architects for this Project. The property, upon demolition of the existing structures, includes 10.5 acres of developable land. A total of 25 buildings will be constructed. Buildings will include townhouse and flat units. The unit mix will consist of 35 one-bedroom units, 60 two-bedroom units, 13 three-bedroom units and 3 four-bedroom units. Approximately 225 parking spaces will be available on-site.

**Land Use Approvals**

Attorney Bruce Hill has submitted an application with the Darien Planning and Zoning Commission. Public hearings were held on November 13, and December 9, 2008. The public hearing has been continued until January 13, 2009.

## **Funding**

The development is expected to be funded through several sources including Connecticut Housing Finance Authority (CHFA) Low-Income Housing Tax Credits (LIHTC) Program and mortgage financing, CT Housing Tax Credits and CT Department of Economic and Community Development (DECD). Davis Bacon and state prevailing wage rates are likely to apply.

## **Scope of Services**

During the **Pre-Construction Phase of the Project**, the selected firm will be expected to serve in the role of Construction Manager to the Project. The selected firm will be expected to assist the Developer with the following services:

1. Prepare cost estimates of project work in cooperation with the Project Architect, including a cost estimate on the CHFA form for a LIHTC application.
2. Assist the Developer and Architect with value engineering and constructability review.
3. Review the proposed development plan and make recommendations on the most cost effective method of implementing the plans.
4. Assist in the development of construction phasing and tenant relocation plans.
5. Assist in the development of Project construction schedules.
6. Attend design team meetings on a regular basis.

**7. It is anticipated that the selected firm will submit a proposal for Project construction during the Pre-Construction Phase. Scope of services for submitting a proposal shall include; advising on bid packages, providing lists of qualified bidders, conducting pre-bid conferences; providing assistance and analyzing all bids and preparing written analysis and recommendations; reviewing bid bonds, payment and performance bonds, and insurance certificates; and submitting a GMP to DHA for approval which would then be incorporated into a General Contractor at risk contract.**

Interested parties may view the current preliminary Project drawings by accessing Crosskey Architects FTP website and following the instructions below:

Go to: <http://www.crosskey.com/contactus.html>.

Click on **FTP site (Clients Only)**. It will ask for your username and password, which are both case sensitive.

Username: **DARIENCON**  
Password: **AON123**

This will open a list of directories, and at the top it says, "To view this FTP site in Windows Explorer, click **Page**, and then click **Open FTP Site in**

**Windows Explorer.** Click on the **view** tab (or **page**, depending on your browser), and then **Open FTP Site in Windows Explorer.** You will have to re-enter your username and password. Then you should be able to see all of the folders.

Go into the appropriate folder: **Darien HA\CMRFQ.** This folder contains all of the drawing in pdf format for viewing.

**DHA reserves the right to reject the selected contractor's final GMP proposal for construction if the cost is not within budget and solicit new proposals from new contractors in addition to the contractor selected for the pre-construction phase.**

### **Construction Schedule**

The selected contractor will be expected to assist the Developer to prepare a phased construction schedule. If Low Income Housing Tax Credits (LIHTC's) are secured from CHFA in 2009 (assuming 2009 LIHTC) construction, as evidenced by a temporary certificate of occupancy in at least one unit in each building, in the initial phase must be completed by December 31, 2011.

### **Contract Conditions**

With respect to the eventual construction contract, should CHFA serve as lender, it is CHFA policy to limit General Requirements to no more than 4% of the sum of the 16 divisions and Contractor Profit & Overhead to no more than 12% of the sum of the 16 divisions. Also, CHFA requirements and policies with respect to retainage, payment & performance bonds and cost, and all other construction matters, shall apply.

### **Response Components**

Contractors should submit the following information:

1. Name and address of the company and Federal Identification number.
2. Principal business of firm.
3. Date firm organized.
4. If a corporation, where incorporated. Names and addresses of directors, members or partners.
5. How many years have you been engaged in construction under your present firm name?
6. List of categories of work that your firm normally performs with its own forces.
7. List of all projects that were financed by the Connecticut Housing Finance Authority, including project name, contract amount and reference.
8. Documentation of prior experience in projects similar to the Allen -O'Neill Homes, including scope, dollar amount, renovation description,

- percentage of change orders initiated by Contractor and experience with GMP contracts.
9. Contracts on hand with anticipated dates of completion, and contracts completed within the last 5 years.
  10. Resumes of project superintendent/project manager likely to be assigned to the Allen -O'Neill Homes.
  11. If you have defaulted on a contract or failed to complete work, please list any such contracts. Provide a list of judgments, claims arbitration rulings, lawsuits against your organization or its principals.
  12. Is your firm currently, or has it in the past five years, been involved in any litigation? If so give the details.
  13. Background and qualifications of principal members, including officers and personnel
  14. Current financial statement
  15. Bank Reference
  16. Letter of interest from a bonding company to supply a bid bond and performance and material bond for the Allen -O'Neill Homes, together with bonding capacity and the amount available for this Project.
  17. Evidence of existing insurance coverage and statement that the contractor will comply with the insurance requirements of the project.
  18. Affirmative Action Policy and Equal Employment Opportunities Policy statement that the contractor will comply and adhere to Affirmative Action compliance as required by the owners.
  19. Statement of interest in the Project, including acknowledgement of the ability to comply with all CHFA and/or DECD requirements, guarantees and policies.
  20. Provide an organizational chart for this Project. Describe the duties and include resumes of the key personnel.
  21. Estimator (on staff or as consultant)
  22. Proposed fee structure for the Pre-development Scope of Services for the Project.

### **Review Process**

DHA will review the responses and evaluate them on the basis of cost, experience with similar projects, past performance and experience in working on projects funded with LIHTC, CHFA, DECD and HUD funds, experience with tenants in place and phased construction and experience in Fairfield County.

After review of proposals received, you may be invited to be interviewed on February x, 2009, at the DHA office. The interview would be for 30 minutes with 15 minutes for Q&A.

### **Selection**

The final selection shall be made based principally on price and qualifications. A contract shall be awarded to the most qualified, responsive and responsible contractor.

The final contract shall include a statement that the contractor shall adhere to a Section 3 Plan, an Affirmative Action Policy and a statement that the contractor shall comply with Affirmative Action compliance as required by DECD and CHFA. It shall also include a requirement that the major subcontracts be competitively bid.

DHA reserves the right to reject all proposals received under this Request for Proposals and to waive any informality.

**Interested parties should submit three copies of their proposal, in a sealed envelope, marked for this purpose, and delivered to:**

**Kathryn Y. Molgano  
Executive Director  
Darien Housing Authority, Room B-1  
Darien Town Hall  
2 Renshaw Road  
Darien, CT 06820**

**Questions on this RFP may be directed to Arthur T. Anderson at 860-247-2318 or via email at [aanderson@imagineersllc.com](mailto:aanderson@imagineersllc.com). Questions will be responded to that are received on or before January 30, 2009. Written responses to questions will be available at the Darien Housing Authority office.**

**Proposal/Response Deadline**

Proposals/Responses shall be due no later than 4 PM on Wednesday, February 18, 2009 at the above stated address. Any proposal received after the specified time and date will not be considered.