



DOH

**WELCOME TO
ROOF AND PORCH REPAIR
PROGRAM
PRE-BID CONFERENCE**

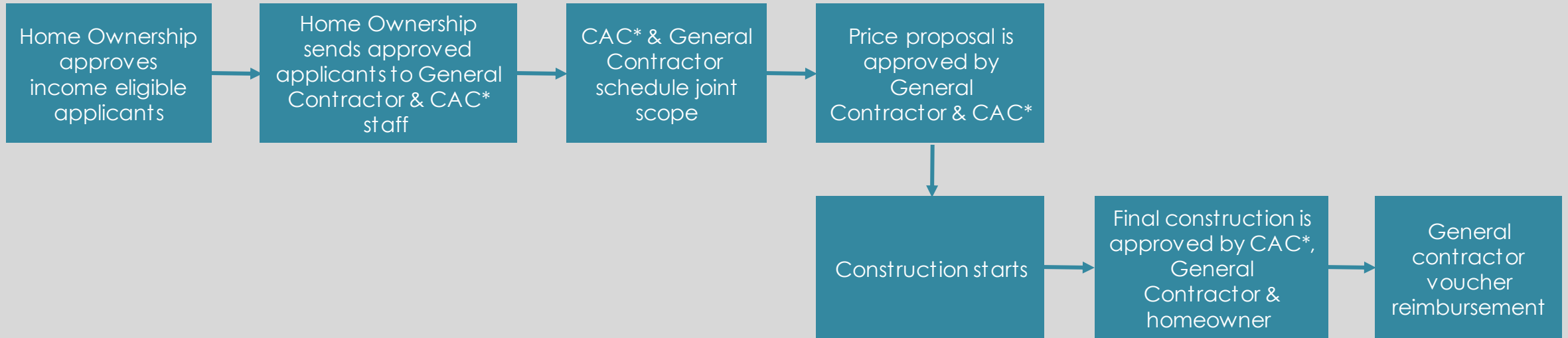
Department of Housing
Bureau of Construction and Compliance



Agenda

1. Program Overview
2. Construction Compliance Obligations
3. Pre-Bid Questions & Answers Session
4. RFP Questions

Program Overview



CAC* : Construction and Compliance

Compliance Obligations

The awarded Delegate Agencies will be responsible for....

- ✓ Meeting MBE & WBE goals of **26% & 6%**, respectively
- ✓ Hiring Chicago residents at a rate of **50%** of all onsite hours.
- ✓ Making efforts to hire low and very low-income individuals (HUD Section 3).
- ✓ Ensuring that all trade employees are paid a prevailing wage.

Pre-Bid Questions & Answers Session

RFP Questions

ORGANIZATION INFORMATION

- Current General Contractor license

ORGANIZATIONAL CAPACITY

- Please describe your organization's management, fiscal oversight, record keeping, reporting, evaluation and performance management methods.
- Please describe staff responsible for construction oversight, including qualifications and titles.
- Please describe your experience with construction, case, or project management software.
- Please include past program performance and success in initiating, maintaining, and completing construction projects of similar program(s) of size and scale.
- Please provide a list of proposed or potential subcontractors to implement the repair services described in this RFP. Please include contractor areas of expertise, specific trades qualifications, service area, years of experience, licenses held, and Minority and Women-owned Business (M/WBE) Certification if applicable.

RFP Questions

ORGANIZATIONAL CAPACITY

- Please describe your organization's experience in outreach and marketing to subcontractors. Include details on social media presence and any other ways in which you conduct outreach.
- Please provide customer service capacity including advertised hours, location, and virtual availability. Please provide demonstrated ability to collaborate with other service providers when necessary to provide additional services.
- Please describe your annual production, including number of job, type, cost, and timeline for completion.
- Please describe your ability to service 75+ single family (1-4 units) homes within one year.
- Please identify your vendors and describe your ability to source materials for 75+ construction projects through this program.
- Please describe your experience with the City of Chicago permitting process and your average timeline for permit approval on previous projects.
- Please detail any in-house architects and/or relationships you have with architects.

RFP Questions

PROPOSED PROGRAM

- Please describe your experience completing home repairs or modifications in the areas of roof, porch repair or replacement, lead and mold abatement, accessibility improvements, and other environmental health and safety hazards.
- Please describe, in detail, your estimating experience and how you would scope projects if awarded this contract.
- Please describe your successful experience in the execution of a construction bid and award process.
- Please describe your experience with or ability to subcontract with BIPOC* contractors that have appropriate licenses and certifications for work that will be performed.
- Please describe your ability to complete home repairs or modification programs described in this RFP OR manage the performance of subcontractor(s) who do.
- Please describe your timeline for implementation and when you could be ready to start construction if awarded this contract.

RFP Questions

COST & BUDGET

- Please detail your budget and demonstrate reasonable implementation costs. Include itemized details and job cost estimates. Please also include details of your financial history and record.
- Please provide evidence of source(s) of funds available to you to ensure the ability to front fund work subcontractors perform.
- Please describe your experience executing or managing construction projects. Include sample pricing and describe how you keep them within budget.
- Please submit the organization's most recent financial statements and/or federal tax returns to show fiscal capacity.

HEALTH & RACIAL EQUITY

- Please document your collaborations or partnerships with local community groups and other entities that support or enhance resources for the target population.
- Please describe your experience with serving vulnerable or marginalized populations, as well as your commitment to diversity, equity and inclusion within your own organization.

THANK YOU.