



**SOLICITATION INFORMATION SHEET**  
**CONSTRUCTION - GENERAL CONTRACTOR ANNUAL PREQUALIFICATION PROGRAM**  
**FOR PROJECTS ESTIMATED AT \$1,000,000 OR MORE**  
**REQUEST FOR STATEMENT OF QUALIFICATIONS**

The University of Connecticut is accepting Statement of Qualifications for:

**RFQ RELEASE DATE:** 7/15/2025

**PROGRAM NUMBER:** APGC2025

**PROGRAM NAME:** Annual Prequalification Program - General Contractor

**PROGRAM LOCATIONS:** Storrs Campus, Regional Campuses, UConn Health Locations, and any other University property

**PROCUREMENT AGENT:** Chris Peters, [Chris.Peters@UConn.edu](mailto:Chris.Peters@UConn.edu), 860-486-6324

**INTENT OF THIS SOLICITATION:** The purpose of this Request for Qualifications ("RFQ") is for the University of Connecticut (the "University") to request Statements of Qualifications from Companies that can provide General Contractor services. Projects may include new construction, renovation or alteration of existing buildings, and infrastructure. The services requested may be for the University's main campus at Storrs-Mansfield, regional campuses (Avery Point, Hartford School of Law, downtown Hartford, Stamford, and Waterbury), UConn Health (UCH) (Farmington, satellite locations), and any other University property.

**LOCATION OF THIS SOLICITATION:** Submit a Statement of Qualifications ("Proposal") for this solicitation through the HuskyBuy Portal:

<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite>.

**SBE/MBE PARTICIPATION:** The University of Connecticut is committed to providing a professionally inclusive environment within which small and minority businesses are encouraged to participate in the procurement experience. As such, we encourage participation by Small (SBE) businesses, Minority-Owned (MBE) businesses, Woman-Owned (WBE) businesses, and businesses owned by persons with a disability (DisBE), certified as such by the Connecticut's Department of Administrative Services Supplier Diversity Division. For further information, visit: <https://portal.ct.gov/DAS/Services/Licensing-Certification-Permitting-and-Codes/Small-Minority-Business-Center>. To learn about the University of Connecticut's Supplier Diversity Program, visit: <https://supplierdiversity.ubs.uconn.edu>. Additionally, the University encourages Connecticut-based businesses to participate in this public solicitation process.

**CRITICAL DATES:**

Pre-Proposal Conference Date and Time	<b>7/23/2025</b>	<b>10:00 AM</b>
Pre-Proposal Conference Location	<b>Microsoft Teams Virtual Meeting</b>	
Q&A (RFI) Due Date and Time	<b>8/14/2025</b>	<b>2:00 PM</b>
Proposal Due Date and Time	<b>8/26/2025</b>	<b>2:00 PM</b>

**PRE-PROPOSAL CONFERENCE:** During the Pre-Proposal Conference, the RFQ and Scope of Work will be discussed. The Pre-Proposal Conference is not mandatory, however, interested Proposers are strongly encouraged to attend. **Email the procurement agent to request a link to the Microsoft Teams meeting.**

**REQUEST FOR INFORMATION QUESTIONS:** All Requests for Information (“RFI”) questions are to be posted under the Q&A Board Tab in the HuskyBuy sourcing event for this Solicitation. No phone calls or RFI questions emailed directly to the Procurement Agent will be accepted.

**CLARIFICATIONS, ADDENDA, and INTERPRETATIONS:** Proposers shall promptly notify the University of any ambiguity, inconsistency, or error which they may discover upon examination of the contract documents.

Any and all interpretations of the RFI Responses, contract documents, and supplemental instructions, will be in the form of a clarification/addendum, and posted as part of the HuskyBuy sourcing event. Failure of a Proposer to receive such clarification/addendum or interpretation shall not release a Proposer from the obligations under its Proposal as submitted.

**CONSIDERATION OF PROPOSALS:** This is a Quality-Based Selection solicitation process. A Proposer shall demonstrate, to the satisfaction of the University, that it possesses the proven managerial ability, technical ability, financial ability, and the integrity, necessary to perform the Scope of Work for this Program faithfully and efficiently, without conflict of interest. Proposals shall be evaluated utilizing the objective technical criteria listed within the RFQ, as well as any additional information obtained from persons or other sources identified in the Proposal. The University reserves the right to make multiple awards for this Program if it is deemed to be in its own best interest.

**PROGRAM SCHEDULE/DURATION:**

- Certificate of Prequalification is planned to be issued by: **September 30, 2025**
- Program will commence: **October 1, 2025**
- Program duration: One (1) year. The University reserves the right to extend the Certificates of Prequalification for up to two (2) additional 1-year extensions.

**PROGRAM DESCRIPTION:** The goal of the University is to prequalify General Contractors for a term of one (1) year, for University projects valued at \$1,000,000 or more, and give all Companies prequalified under this program a fair opportunity to participate in the solicitation process to provide their services. The University shall have absolute discretion to issue and/or withhold Invitations to Bid that best serve the interests of the University, including whether to bid a project under this program or as stand-alone project to be prequalified and bid separately from this program. There is no guarantee of any dollar value or number of Invitations to Bid a Company will be invited to submit proposals on, or an obligation on the part of the University to provide a Company with such invitations.

- **Prequalification Certificate**

- A Certificate of Prequalification will be issued to those prequalified Companies and will be effective for one year after issuance. The University will have the option to extend the Certificate of Prequalification for up to two (2) additional 1-year extension, upon completion of a re-certification process.
- The annual prequalification selection process will be conducted twice a year (Spring and Fall, approximately every six (6) months). Prequalified Companies will not need to submit a new statement of qualification again, until their certificate is about to expire and no extensions are available.
- Prequalification Certificate will include the following information:
  - Category of work as stated in the DAS Prequalification Certificate (General Building Construction Group B or C)
  - Single Limit Bonding Capacity as stated in the DAS Prequalification Certificate.
  - Expiration date of the prequalification and available extensions (two (2) 1-year extensions)
  - Whether Company possess a Major Contractor License or not.

- **Invitation to Bid**

- Upon receipt of a request for solicitation from the requesting University Department (UPDC, FacOps, UCH, others), the University would issue an Invitation to Bid to all prequalified General Contractors that meet the category of work and single limit bonding capacity (which will need to be higher than the estimated construction cost for the project to be bid).
- At the ITB stage the University would request the following information from the Companies:
  - Cost Proposal (including Total Bid Amount (including any Allowances), Alternates and Unit Prices).
  - Bid Security
  - SEEC Form 10.
  - Contractor Compliance Monitoring Report (CHRO form)
  - Financial Statements will be required from the lowest qualified responsible bidder.

- **Re-Certification for Term Extension**

- Before the expiration date of the prequalification certificate, the University would request updated information from prequalified Companies in order to extend the term for an additional one (1) year period. Documents to be requested and reviewed include:
  - DAS Prequalification Certificate
  - CT Certificate of Authorization.
  - Major Contractor License (if applicable).
  - Supplier Diversity Certificate (If certified).

- Upon review, the University would issue an updated Prequalification Certificate that would include the following information:
  - Category of work (General Building Construction Group B or C)
  - Single Limit Bonding Capacity as stated in the DAS Prequalification Certificate.
  - Expiration date of the prequalification and available extensions (one (1) 1-year extension or none)
  - Whether Company possess a Major Contractor License or not.

#### **SCOPE OF WORK:**

- New construction or renovation of existing buildings and spaces including but not limited to the following: research & teaching laboratories, health service buildings, food service facilities, residential buildings, lecture halls and hi-tech classrooms, historical buildings, office spaces, administrative buildings, athletics facilities.
- Oversee a construction project to ensure it is completed safely, on time, and in accordance with the contract documents. Coordination of multiple trades for all divisions of work including but not limited to the following:
  - Demolition work, abatement and disposal of hazardous materials
  - Light and Heavy earthwork and hauling, Utilities, infrastructure (above ground and underground)
  - Concrete and masonry work
  - Landscape and irrigation
  - Mechanical/HVAC, electrical, plumbing and related equipment installation
  - Steel fabrication and erection and miscellaneous metals fabrication and installation
  - Roofing and waterproofing/exterior siding & trim
  - Glass and glazing, windows, doors, and hardware installation
  - Interior framing and finishing, carpentry, painting, ceiling installation
  - Fire alarm/fire protection systems installation
  - Data and communications cabling and equipment installation
  - General requirements such as rigging, site fencing, wayfinding
  - General insulation installation
  - Millwork fabrication and/or installation
  - Installation and/or fabrication of graphics and signage
  - Security cameras, card access devices
  - Lab and/or medical equipment installation

**QUALIFICATIONS OF PROPOSER:** All Proposers must provide information/documentation with their submission that demonstrates the following:

- **DAS CLASSIFICATION:** Proposers must be prequalified by the Department of Administrative Services (DAS) in the specified classification for this program (GENERAL BUILDING CONSTRUCTION, GROUP B OR C) as of the due date of the Statement of Qualifications.
- **PREVIOUS RELEVANT EXPERIENCE:** Describe the overall qualifications of the Proposer, including background in this field and the services that it provides. Utilize the *Previous Relevant Experience Form CONST RFQ- ITB* provided with this RFQ.
  - a. It is recommended that the Proposer provide three (3) examples of projects, that are in progress or completed within the past ten (10) years, comparable in size, scope, and similar environment to this Program, *with an emphasis on higher education new construction, renovations, alterations and/or additions.*
  - b. It is recommended that the examples have a construction value of **\$1,000,000.00** or more.
  - c. A detailed description of the work performed and how it relates to the Scope of Work outlined in the RFQ shall be included.
  - d. Companies are encouraged to submit a variety of project examples that demonstrate their experience with the types of buildings/services listed in the Program Scope of Work.
  - e. Projects with any information on the Form stated as “confidential” may not be considered.
- **PROPOSED TEAM QUALIFICATIONS:** The Proposer must demonstrate the ability to staff the Program with high quality, experienced personnel. Describe the qualifications and responsibilities of the key personnel who may be assigned to the Program including their experience on similar assignments and their specific responsibilities for the proposed Program. Utilize the *Resume for Proposed Key Personnel, Const-RFQ-ITB* provided with this RFQ.
  - a. It is recommended that the Proposer provide Resumes for the following positions: *Project Superintendent and Project Manager.* Multiple resumes can be submitted for each position. Only provide Resumes for the key personnel who may be assigned to the Program; do not include Resumes for personnel not assigned to the team.

**MISCELLANEOUS REQUIRED DOCUMENTS:** The Proposal shall include the following documents:

- a. **Supplier Diversity Certificate:** If certified, provide your Company’s current Supplier Diversity Certificate issued by the Connecticut Department of Administrative Services.
- b. **Threshold Building Project (optional):** This Program may include projects defined as a “threshold building.” All contractors and major subcontractors must possess for individual projects defined as “threshold building,” a valid Major Contractor Registration Certificate issued by the CT Department of Consumer Protection in accordance with Connecticut General Statute §20-341gg.

**CONTRACT:** A draft of the contract that will be used on individual projects has been provided with the solicitation documents for reference only. The University reserves the right to modify the contract or waive any informality as it deems to be in the best interest of the University.

**SELF-PERFORMANCE REQUIREMENT:** If awarded a contract for a project, the Contractor shall be required to perform not less than ten percent (10%) of the Total Contract Price with its own forces.

**SET-ASIDE REQUIREMENTS:** The Set-Aside Requirement for a Project is that (1) not less than thirty percent (30%) of the Total Contract Price be awarded to subcontractors who are certified by the Connecticut Department of Administrative Services as “Small Business Enterprises” (“SBEs”) and (2) not less than ten percent (10%) of the Total Contract Price be awarded to subcontractors who are certified by the Connecticut Department of Administrative Services as “Minority Business Enterprises” (“MBEs”) (the 10% set aside for MBEs may be included in the 30% set aside for SBEs). If the Contractor is an S/MBE, then any self-performed work may be included in the Set-Aside Requirement. The Contractor is responsible for ensuring that they, and the S/MBEs they have selected, are eligible Connecticut-certified S/MBE contractors.

***End of Solicitation Information Sheet***