UCONN
UNIVERSITY OF CONNECTICUT

SOLICITATION INFORMATION SHEET
CONSTRUCTION - GENERAL CONTRACTOR/TRADE CONTRACTOR
REQUEST FOR STATEMENT OF QUALIFICATIONS

The University of Connecticut is accepting Statement of Qualifications for:

RFQ RELEASE DATE: **11/17/2026**

SOLICITATION NO.: **FO502679**

PROJECT NAME: **Charter Oak Apartments Roofing Phase 2**

PROJECT LOCATION: **916 Tower Ct Rd, Storrs, CT 06268**

PROCUREMENT AGENT: Chris Peters, chris.peters@uconn.edu, 860-486-6324

INTENT OF THIS SOLICITATION: The purpose of this Request for Qualifications ("RFQ") is to solicit Roofing Contractor services for the Charter Oak Apartments Roofing Phase 2 project.

LOCATION OF THIS SOLICITATION: Submit a Statement of Qualifications ("Proposal") for this solicitation through the HuskyBuy Portal:
https://bids.sciquest.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:

Q&A (RFI) Due Date and Time	**12/1/2026**	**2:00 PM**
Proposal Due Date and Time	**12/10/2026**	**2:00 PM**

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 two-part solicitation process. During the first part, a Proposer shall demonstrate, to the satisfaction of the University, that they possess the proven financial ability, managerial ability, technical ability, and the integrity, necessary to perform the Scope of Work faithfully and efficiently for this Project, 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 with the intent of developing a shortlist of qualified Proposers.

During the second part of the process, the short-listed Proposers are invited to submit a Cost Proposal during the Invitation to Bid phase. The Cost Proposals are opened during a public opening and the lowest responsible Bidder is determined after review of the submissions.

PROJECT SCHEDULE/DURATION:

- Anticipated Contract Issuance/Notice to Proceed: **April 1, 2026**
- Construction is planned to start: **May 17, 2026**
- Construction Duration: **12 weeks**

PROJECT DESCRIPTION/SCOPE OF WORK: Installation of the new roofing, gutters and facia at Charter Oak Apartments. Project to comply with International Energy Conservation Code and the International Building Code along with Fire Classification codes. The work that will be required includes but is not limited to the following:

- Removal of existing asphalt shingle roofing
- Installation of new asphalt shingle roof system
- Integration of new flashing with existing sidings at roof to siding locations
- Removal of existing gutters
- Installation of new gutters
- Removal of existing facia
- Installation of new facia at roof perimeters

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 in the specified classification for this Project **(Roofing)** as of the due date of the RFQ.

- **FINANCIAL ABILITY:** The Proposer must demonstrate the financial ability and bonding capacity to complete a construction project with a minimum value of at least **$2,250,000**. See the *Financial Ability Prequalification Requirements* Document for further information.

- **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 Project, **with an emphasis on asphalt shingle roofing**.
  b. It is recommended that the examples have a construction value of **$1,000,000.**
  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. 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 Project with high quality, experienced personnel. Describe the qualifications and responsibilities of the key personnel who will be assigned to the Project including their experience on similar assignments and their specific responsibilities for the proposed Project. 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*. Only provide Resumes for the key project team; do not include Resumes for personnel not assigned to the team.

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

1. **Supplier Diversity Certificate:** If certified, provide your Company's current Supplier Diversity Certificate issued by the Connecticut Department of Administrative Services.

CONTRACT: A draft of the contract has been provided with the solicitation documents. 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. By submitting a Proposal, your Company accepts the contract and any modifications that the University deems necessary to it without exception. Proposers will be notified of any modifications to the contract made by the University. Any exceptions to the contract submitted by the Proposer will not be considered.

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

GOOD FAITH EFFORTS PLAN: This project will have project-specific spending allocation goals for Small Business Enterprises ("SBEs") and Minority Business Enterprises ("MBEs") participation. The information will be included in the subsequent Invitation to Bid phase, and the selected contractor must demonstrate good faith effort to meet those goals. If the contractor is an S/MBE, then any self-performed work may be included in the spending allocation goal for the project. 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