REQUEST FOR PROPOSALS (RFP)
FOR GENERAL CONTRACTING SERVICES

Issued: April 8, 2025
Contractor Walkthrough: April 15, 2025, 10:00 am
Proposals Due: May 2, 2025

154-156 Boylston St. Brookline, MA 02445

INTRODUCTION

Brookline Community Development Corporation (BCDC) is soliciting proposals for construction phase general contracting services. BCDC's mission is to create successful partnerships and programs to improve access to decent, safe affordable housing and economic opportunity for Brookline's residents.

SCOPE OF SERVICES

154-156 Boylston is a fully occupied, three-story, six-unit affordable apartment building. Planned work includes upgrades to three kitchens and bathrooms, conversion from gas to electric heat pumps and water heaters, and the addition of an ERV system. Envelope improvements will include the addition of exterior insulation and new siding, new windows and doors, as well as upgrades to the rear stairs and front porch.

An electric service upgrade is planned for this site, and BCDC is waiting for Eversource to design and schedule the work. BCDC will hire an electrical contractor to purchase and install new panels and associated wiring in advance of the GC contract and Eversource's work. GC will be asked to coordinate their work with this contractor. Bids should exclude work from the street up to and inclusive of the new panels.

The building may remain occupied throughout construction, however the three units that receive kitchen and bathroom renovations will be temporarily vacated while that scope is completed.

OTHER INFORMATION

This project is tax-exempt, and Davis-Bacon wage rates apply. Build America Buy America (BABA) procurement requirements may apply.

This property is located on MA State Route 9 and a dumpster in the road will not be permitted. BCDC has certifications of lead compliance, and no asbestos was detected in suspect materials. Records available upon request.

General Contractor should make every possible effort to incorporate Minority/Women Business Enterprises (MBE/WBE/DBE) participation. Records of attempts to include MBE/WBE/DBE participation and reporting will be required.

PROJECT TEAM

Owner: Brookline Community Development Corporation
Architect: Reisen Design Associates
Owner's Representative: Tierney Development Services, LLC

PROJECT TIMELINE

The anticipated timeline is as follows:

Issuance of General Contractor RFP	4/8/25
Contractor Walkthrough, 10:00 am	4/15/25
GC Proposals due by 5:00pm	5/2/25
GC Interviews complete	5/9/25
Contract Award	5/12/25
LNTP	5/26/25
Start construction	6/15/25
Construction completion	TBD

Immediately after General Contractor selection, the Owner and GC will work to finalize AIA A101-2017 and AIA A201-2017 form of contracts that will formalize the required services. During the construction phase, the GC will provide services in accordance with these contracts.

PROPOSAL REQUIREMENTS

Your proposal should include:

1. **Firm Qualifications**: Provide a brief description of your firm and experience, along with your ability to meet the proposed schedule. Indicate if you firm is minority-owned and/or female-owned.
2. **Relevant Projects**: Describe three (3) relevant projects, particularly those that occurred while tenants were in place.
3. **References**: Provide contact information for three (3) references from the above Relevant Projects.
4. **Project Team**: Identify key personnel who will be assigned to this project. Include their qualifications and relevant experience.
5. **Bid Form**: Please use the attached Bid Form. This project is tax-exempt, and Davis-Bacon Wage rates apply. The Owner will show a preference for more clearly and narrowly defined GC costs.
6. **Required Forms**: Please complete and submit the forms in Exhibit H.

EVALUATION OF PROPOSALS

Proposals will be evaluated based on the Proposal Requirements listed above. BCDC reserves the right to reject all proposals.

CONTACT INFORMATION & BID SUBMISSION

Questions can be emailed to the individuals listed below.

Proposals are due via email by 6:00 pm on **May 2, 2025**. **BCDC will not accept submissions after this deadline.**

- Giovanny Valencia (gio@brooklinecdc.com)
- Pam Maryanski (pmaryanski@tierneyllc.com)

ATTACHMENTS

1. Exhibit A: Bid Set Drawings, dated 4/4/25
2. Exhibit B: Bid Set Specifications, dated 4/8/25
3. Exhibit C: Work Restrictions
4. Exhibit D: Draft AIA Contract A101-2017
5. Exhibit E: Draft A101 Exhibit A
6. Exhibit F: Draft AIA Contract A201-2017
7. Exhibit G: Bid Form
8. Exhibit H: Required Forms

END OF RFP