



**Lead Remediation Program
Greater Bergen Community Action**

294 Union Street
Hackensack, NJ 07601

973-910-2500

www.GreaterBergen.org

**REQUEST FOR QUALIFICATIONS:
LEAD HAZARD CONTROL/REMEDiation CONTRACTORS**

Greater Bergen Community Action, Inc. (GBCA), is seeking responses from qualified Contractors to become part of our “**Qualified Contractor’s Pool**” to provide either lead remediation/mitigation and/or lead abatement services for the 2024-2026 [LRAP & Lead Safe Home Remediation](#) Program - a grant funded program from the New Jersey Department of Community Affairs (DCA). {Note: Only contractors on the [NJ Certified Lead Abatement Contractor](#) list can perform abatements}.

The purpose of this programs is to identify and remediate lead-based paint hazards to prevent elevated blood lead levels in children and pregnant women and to provide a lead safe environment for our residents.

We are seeking contractors that can perform lead hazard remediation and abatement services in Bergen County, City of Passaic & City of Paterson in NJ. Minority and women-owned businesses are encouraged to apply. Greater Bergen Community Action is an Equal Opportunity Employer.

A pre-qualification application package may be obtained, starting Wednesday, January 15, 2025 at 294 Union St., Hackensack, NJ 07601 between the hours of 9:00 a.m.-5:00 p.m. prevailing time, Monday through Friday, or by contacting Carletha Moore at carletha.moore@greaterbergen.org, or 201-968-0200 x 7023. Completed application packages must be received at GBCA no later than 12:00 p.m. on Wednesday, January 29, 2025.

Applications can be submitted by regular mail or can be delivered in person. Application packages must be enclosed in a sealed envelope addressed to Greater Bergen Community Action, Inc., Lead Department, 294 Union St., Hackensack, NJ 07601, attention: Carletha Moore and the following clearly printed on the outside: **your company name, Lead Contractor RFQ and date.**

Qualification for the program is dependent upon a proven record of exemplary work history and customer service, which will include satisfactory reference checks and available information on performance. GBCA reserves the right to waive any informalities or irregularities in any application, to reject any and all applications, or to accept such applications that, at the discretion of GBCA, are in their best interest. Any contractor who has been suspended from any federal, state or local lead program is not eligible to perform under this RFQ.

By Order of,

Carletha Moore

Lead Program Manager

Greater Bergen Community Action, Inc.

RFQ released: 1/15/2025

Submission Closing Date: 1/29/2025

Application Opening: 1/29/2025



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Up to 400 jobs will be issued in a “Round Robin” format. It is expected that each qualified contractor in this pool will receive a share of these jobs based on expertise, reasonable pricing, availability and demonstrated excellence in meeting project guidelines.

Once a job is awarded to the contractor, it is preferred to visit the job location, to be able to provide accurate pricing within the price guideline and to get familiar with the house you will be working in. Once you receive the scope of work (SOW), you must submit pricing within 4 days to the lead manager along with a start date, number of days it will take to complete and the clearance date. The contractor’s price on the SOW should also include a detailed description on that line item for that measure. The contractor must comply with the attached “Measured Cost Range Agreement.” The price should include all cost incurred by the contractor (e.g., labor and material). No separate reimbursement for travel or other cost are permitted.

In some cases, residents may be eligible for other moderate levels of repair to occur in combination with the lead-safe remediation as well as other ancillary costs to perform the work. These other moderate level repairs are provided to protect the integrity of the lead remediation measures provided. A few examples of moderate level repair would be a minor roof leak or mold mitigation in a small area that would need to be addressed prior to providing lead remediation services.

In addition, the scope of work will vary for each repaired structure that may include (although not be limited to)

- Control of lead-based paint hazards in eligible residential units as specified by a certified lead risk assessor/inspector in accordance with EPA, HUD, RRP, NJAC 5:17 and /or NJAC 8:51.
- Building envelope repair, including roof repair; door and window replacement;
- Dry wall repair or replacement; rough and trim carpentry;
- Repair of trim and fall hazards, such as step repair/replacement and /or handrail installation or repair;
- Surface preparation and painting; flooring repair or replacements;
- Specialty construction elements associated with historic properties;
- Debris removal in accordance with all Federal, State, and local requirements, including disposal of materials containing lead-based paint in accordance with all applicable local and state codes and standards;

Other scope of services required

- Coordinate with property owner and GBCA Lead Manager regarding scheduling;



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- Coordinate with GBCA Lead Manager & or LCM to discuss SOW;
- Obtain all necessary state and local permits prior to the commencement of the work for each structure that requires. (e.g., abatement)
- Comply with all State and Federal laws, regulations and guidelines;
- Provide professional labor, equipment, and materials adequate to perform the work accordance with the scope of work issued by GBCA, for each applicant's residential structure;
- Provide documentation and tracking of construction progress; (take before, during, and after photos);
- Complete work within agreed upon timeline;

Respondents must meet the minimum qualifications listed below.

- Have been in business for a minimum of 2 years, or the owners must have had senior level experience in a previous company that consist of construction services in residential homes;
- Be financially solvent;
- Currently hold EPA Firm Certificate;
- Current NJ Contractor's Registration;
- Lead Abatement Contractor's license (For Abatement Contractor's Only)
- Insurance Requirements (see attachment A)

Please see attached checklist for additional detailed information, qualifications and forms to be signed.

Contracts will be issued within 21 working days of the RFQ submission deadline. Work is scheduled to begin immediately. Please note, GBCA will complete and submit, quarterly, a "Project Employment and Local Impact Report", regarding each employee of a contractor or subcontractor that will perform construction and/or rehabilitation work at an eligible address, using funding provided via this Grant Agreement. GBCA will provide the "Project Employment and Local Impact Report" form to each involved contractor and/or subcontractor, collecting the necessary information quarterly.

In addition, solicitation responses that appear unrealistic in terms of technical commitment, that show a lack of technical competence, or that indicate a failure to comprehend the risk and complexity of potential contract may be rejected.



**LIVES
CHANGED
HERE.**

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RFQ PACKAGE CHECKLIST

Contractor Package: LRAP 2024

The following items are required to be in Greater Bergen Communication Action, Inc.

Contractor's Pool

Yes/NA

| | | |
|-----|---|--|
| 1. | "Non-Collusion Affidavit of Prime Bidder" Form (Notarized) | |
| 2. | "Contractor Registration Application" Form | |
| 3. | "Affirmative Action Affidavit" Form (Notarized) | |
| 4. | "Responsible Contractor Certification" | |
| 5. | Signed "Measure Cost Range Agreement" | |
| 6. | "Copies of current Insurance Certificates" See Attachment A for coverage requirements | |
| 7. | EPA Firm Certificate | |
| 8. | NJ Contractor Registration | |
| 9. | Lead Abatement Contractor License (For Abatement Contractors Only) | |
| 10. | Signed RFQ Package Checklist by contractor | |

Date _____

Contractor's Signature

Printed Name

Title & Name of Business

Lead-Safe Home Remediation Grant Program

Non-Collusion Affidavit of Prime Bidder

State of New Jersey

County _____
(County of Residence)

_____, being first duly sworn, deposes and says
(Name of person completing form)

that:

1. I am the (owner, partner, officer, representative or agency) of _____, the Bidder
(Name of Firm/Agency/Corporation submitting Bid, circle one choice)
that has submitted the attached Bid.
2. Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties interest, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or that of any other Bidder, or, to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the _____ in the proposed Contract; and
(Lead-Safe Program Agency Soliciting Bid)
3. I am fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
4. Such Bid is genuine and is not a collusive or sham Bid;
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties of interest.

Lead-Safe Home Remediation Grant Program

(Signature - Bidder Representative)

(Title)

Subscribed and sworn before me

This _____ day of _____
(day) (month)

(year)

SEAL

(Signature of Witness)

(Name of Witness)

Lead-Safe Home Remediation Grant Program

Affirmative Action Affidavit

State of New Jersey

County of _____
(Your County)

I, _____ of the _____
(Name of person completing form) (Name of Firm/Agency/Corporation)

in the County of _____, and State of New Jersey,
(Your County)

of full age, being duly sworn according to law on my oath depose and say that:

I am (owner, partner, officer, representative or agent) of the firm of
(circle one)

_____, the bidder making the proposal for the lead-safe
(Name of Firm/Agency/Corporation)

remediation of _____ and that I executed the said proposal with full
(Name of Project or Bid Package #)

authority to do so; that said bidder hereby affirms that the bidder will abide by all terms of the

“Affirmative Action Law”, P.L., 1975, c. 127, as set forth in the specifications; and that all statements contained in said proposal and in this Affidavit are true and correct, and made with full knowledge that

the _____
(Name of Lead-Safe Program Agency)

relies upon the truth of the statements contained in this Affidavit in awarding the Contract for the said project.

Lead-Safe Home Remediation Grant Program

Affirmative Action Affidavit (cont'd)

Signature

Title

Name of Witness

Signature of Witness

Sworn and subscribed before

me this _____ day of
(day)

_____,
(month)

_____.
(year)

SEAL

Lead-Safe Home Remediation Grant Program

Responsible Contractor Certification

I _____ certify that I am knowledgeable of requirements to bid on a project funded through the Lead-Safe Home Remediation Grant Program.

After reading and understanding, please initial each line:

Failure to submit attachments will deem application incomplete – Include attachments where applicable.

1. Bidder possesses appropriate business and contracting licensing (New Jersey Home Improvement Contractors' Registration), insurance and bonding. Copies attached. _____
2. Bidder agrees to perform all work through utilization of individuals properly classified as employees, rather than independent contractors (except where subcontracting to a subcontractor). _____
3. Bidder has had no more than six governmental determinations of a violation of federal, state, or local laws relating to public safety, workplace safety or employment in the past three years. (Attach a description of each such violation and a resolution). _____
4. Bidder has not been disbarred from any public contract (federal, state, or local). _____
5. Bidder has successfully completed a job of this size and this type or a similar type of work in the past five years with a satisfactory record of on-time performance. (Attach documentation). _____
6. Bidder will require all employees on Lead-Safe Program work to complete at least 10 hours of OSHA safety training. _____
7. Bidder will comply with any applicable local hiring or first source policy. _____

I certify that the foregoing statements made by me are true. I am aware that any false statement contained herein may be punished by fine, imprisonment, termination/suspension of the Lead-Safe Program contract, withholding of payment, or any combination of the above. I further declare that I have examined this certification and, to the best of my knowledge and belief, it is true, correct and complete.

Name: _____

Date: _____

Title: _____

Costs below are for Remediation/RRP lead mitigation work. For Lead Abatement contractors **may add up to** 25% to each cost.

| Measure | Cost Range | Type |
|---|-------------------------|--|
| All costs are based on room size, home condition and both standard and custom work. Agency Lead Construction Managers have the final say in determining reasonable costs. | | |
| Site Preparation: Lead safe work practices | \$20 - \$125 per room | Based on room size and conditions. |
| Window Trim: Strip to bare wood and repaint | \$90 - \$200 per unit | Casing, Apron, Sill, well |
| Window Trim: Stabilize (wet sand/scrape) and encapsulate | \$90 - \$175 per unit | Casing, Apron, Sill |
| Window: Replace trim | \$10 - \$20 per ft | Casing, Apron, Sill |
| Window: Enclose trim | \$40 - \$100 per unit | aluminum |
| Window: Vinyl replacement STANDARD | \$350-\$700 per unit | DH/DG, casement, other |
| Window: Vinyl replacement CUSTOM/Non-standard | \$350-\$920 per unit | DH/DG, casement, other |
| Window: Wood/Historic replacement | \$600 - \$1300 per unit | DH/DG, casement, other |
| Door Trim: Strip to bare wood and repaint | \$90 - \$200 per unit | Casing, sill, jamb, stop, threshold |
| Door Trim: Stabilize (wet sand/scrape) and encapsulate | \$90 - \$175 per unit | Casing, sill |
| Door: Replace trim | \$10 - \$20 per ft | Casing, jamb, stop |
| Door Interior: Replace | \$300 - \$600 per unit | Pre-hung |
| Door Exterior- Replace | \$600 - \$1200 per unit | Pre-hung entry door |
| Stair: Strip to bare wood and repaint | \$5- \$12 per ft | tread, riser, rail, baluster, stringer |
| Stair: stabilize (wet sand/scrape) and encapsulate | \$5 - \$10 per ft | tread, riser, rail, baluster, stringer |
| Stair: Enclose treads | \$25 - \$50 per unit | vinyl, wood |
| Stair: Enclose riser | \$25 - \$50 per unit | vinyl, wood |
| Stair: Replace | \$15 - \$300 per unit | tread, riser, rail, baluster, stringer |
| Baseboard: Strip to bare wood and repaint | \$5 - \$10 per ft | dependent on size of baseboard |
| Baseboard: stabilize (wet sand/scrape) and encapsulate | \$5 - \$10 per ft | dependent on size of baseboard |
| Baseboard: replace | \$10 - \$15 per ft | dependent on size of baseboard |

| | | |
|--|-----------------------|---|
| Porch: Strip to bare wood and repaint | \$5 - \$12 per sq ft | soffit, fascia, trim, wall, ceiling, floor |
| Porch: Stabilize (wet sand/scrape) and encapsulate | \$5 - \$12 per sq ft | soffit, fascia, trim, wall, ceiling, floor |
| Porch: enclose | \$45 - \$60 per hr | soffit, fascia, trim, wall, ceiling, floor |
| Exterior: Enclose | \$45 - \$60 per hr | soffit, fascia, trim, etc. |
| Exterior: Replace Trim | \$12 - \$25 per ft | Fascia,trim boards, casing, etc. |
| Exterior: Stabilize and repaint siding | \$45 - \$60 per hr | Siding |
| Exterior: Replace Siding | \$45 - \$60 per hr | vinyl or wood |
| Interim Control: Roofing Repair | \$45 - \$60 per hr | shingles, tar, silver coat, rubber, other |
| Interim Control: Roofing Replacement | \$5 - \$8 per sq ft | shingles, tar, silver coat, rubber, other |
| Interim Control: Gutter Repair | \$45 - \$60 per hr | Gutter, leader, downspout, all |
| Interim Control: Gutter Replacement | \$10 - \$18 per ft | Gutter, leader, downspout, all |
| Interim Control: Wallboard repair/replacement | \$5 - \$7 per sq ft | Wall, ceiling |
| Interim Control: Wallboard repair | \$3 - \$5 per sq ft | Includes tape, patch, joint compound |
| Interim Control: Wallboard install (wall/ceiling) | \$4 - \$6 per sq ft | Includes tape, joint compound, sanding |
| Interim Control: Wall/Ceiling Paint | \$4 - \$8 per sq ft | Includes lead block and finish coating |
| Furnace filter-replace | \$5 - \$35 each | |
| Cleaning: Unit cleaning for clearance | \$25 - \$100 per room | HEPA, wet wipe, rug shampoo. Dependant on size of room and cleaning methods used. |
| Disposal of lead components | \$25 - \$250 | Windows, doors, trim, wall board, carpet, etc. |
| Frame/sheathing repairs for door/window replacement | \$40-\$65 per hour | If needed for proper installation of replacement component. |
| Ancillary cost: Other | case by case | Health and Safety or structural repairs not noted above |

ATTACHMENT A

Suggested Insurance Coverages for Lead Assistance Program Contractors

| INSURANCE TYPE | REQUIRED | RECOMMENDED |
|--|---|--|
| WORKERS COMPENSATION | Sufficient insurance to protect against all claims under Workers Compensation as statutorily required | \$500,000 E.L. Each Accident \$500,000 E.L. Disease-each employee \$500,000 E.L. -Policy Limit |
| GENERAL LIABILITY | \$1,000,000.00 single occurrence \$2,000,000.00 general aggregate | |
| AUTOMOBILE INSURANCE | \$1,000,000.00. May be covered under General Liability for some insurance providers | |
| CONTRACTOR'S POLLUTION LIABILITY | \$1,000,000 per occurrence \$2,000,000 aggregate | |
| EXCESS LIABILITY (OCCURRENCE BASED) | | \$1,000,000 Each Occurrence \$1,000,000 Aggregate |