



Westmoreland County Redevelopment Authority  
Westmoreland County Land Bank

40 N Pennsylvania Ave, Suite 520  
Greensburg, PA 15601

Date: October 2nd, 2023

Subject: Request for Qualifications/Information - Contractors for Whole Home Repairs Program (WHRP)

The Westmoreland County Redevelopment Authority is pleased to invite you to participate in our Request for Qualifications/Information (RFQ/RFI) process for procuring contracting services for our Whole Home Repairs Program (Program). Your expertise and experience in building and construction make you an ideal candidate to collaborate with us on this vital community initiative.

The Whole Home Repairs Program aims to enhance the living conditions and safety of eligible homeowners within Westmoreland County. This program focuses on replacing and/or repairing roofs, gutters, windows, exterior doors and downspouts to ensure that homes meet the necessary standards for safety, energy efficiency, and overall habitability.

The Whole Home Repairs Program is funded by appropriated federal funds of the Federal State and Local Fiscal Recovery Fund ("SLFRF") from the American Rescue Plan Act ("ARPA") through the Pennsylvania Department of Community and Economic Development ("DCED"). The Program was established by Section 135-C of Act No. 54 of 2022 (July 11, 2022).

Funding for these repairs totals \$1.3 million and we aim to assist more than 65 homeowners during the grant period.

Scope of Services:

The selected contractor will be responsible for completing the work outlined in the Whole Home Repairs Program. Specifically, the contractor will be tasked with:

- Executing the repair or replacement of roofs, gutters, windows, exterior doors and downspouts based on the program's specifications and requirements.
- Ensuring that all work is completed in compliance with safety standards and local building codes.
- Collaborating with the Redevelopment Authority team to ensure alignment with program objectives and requirements.
- Providing quotes for the proposed repairs and replacements based on the program's guidelines.

- Maintaining thorough documentation of all work performed, including photographs and descriptions of the completed projects.

#### Submission Details:

Interested individuals or firms are requested to submit the following information for consideration:

- A detailed resume or company profile outlining relevant qualifications, experience, and certifications in construction and building-related services.
- A cover letter highlighting your interest in participating in the Whole Home Repairs Program and your understanding of its objectives.
- Examples of prior similar projects or project reports demonstrating your expertise in completing home repair and improvement projects.

When submitting a response your this RFI/RFQ please respond to the following questions:

- What is your bonding capacity?
- What are your insurance coverages and certificates?
- Are you (or are you willing to become) Renovation, Repair and Painting (RRP) certified?
- Are you willing/able to quote and conduct the replacement of:
  - Roofs
  - Gutter/Downspouts
  - Windows/Exterior Doors

#### Submission Deadline:

All submissions must be received by **October 27th, 2023, by 4:00 pm** local time. **ASAP** Please submit your response electronically to Chad McLaren at [CMclaren@co.westmoreland.pa.us](mailto:CMclaren@co.westmoreland.pa.us).

#### Selection Process:

PA County Code procurement provisions prescribe three written quotations for all WHRP projects. Therefore, the purpose of this request is to create a list of highly qualified contractors who can take part in the quoting process for the entire duration of the WHRP (WHRP). Once we have established a group of contractors willing to be part of this program, we will assign quotes

in a rotational manner, with each project involving three to five contractors who will submit their quotes. This approach enables all contractors to compete in a more focused quoting pool, which saves them time during the quoting process. Additionally, it minimizes the inconvenience for homeowners by limiting the number of contractors who need to visit the site for pre-quote inspections.

Project procurement does not require sealed bids nor does it require prevailing wages because projects will be funded below the thresholds for those requirements.

Thank you for considering this opportunity to collaborate with us on the Whole Home Repairs Program. Should you have any questions or require further information, please contact Chad McLaren at ([cmclaren@co.westmoreland.pa.us](mailto:cmclaren@co.westmoreland.pa.us)) or 724-689-1319.

We look forward to receiving your submission.

*Sincerely,*

Chad McLaren

Project Manager

Westmoreland County Redevelopment Authority & Land Bank

40 N Pennsylvania Ave, 5th Floor, Suite 520

Greensburg, PA 15601

[cmclaren@co.westmoreland.pa.us](mailto:cmclaren@co.westmoreland.pa.us)

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