

## REQUEST FOR QUALIFICATIONS (RFQ)

# CITY OF HARLINGEN COMMUNITY DEVELOPMENT DEPARTMENT CONTRACTOR VENDOR POOL FOR RESIDENTIAL HOME REPAIRS

### ALL PROSPECTIVE QUALIFIED CONTRACTORS:

The City of Harlingen's Community Development Department is requesting sealed proposals for our **CONTRACTORS VENDOR POOL FOR RESIDENTIAL HOME REPAIRS** as part of the following programs:

- **Housing Rehabilitation Program** (funded by the U.S. Department of Housing and Urban Development through the Community Development Block Grant Program)
- **Healthy Homes Program** (funded by the U.S. Department of Housing and Urban Development through the Office of Lead Hazard Control and Healthy Homes) and
- **Housing for Texas Heroes Program** (funded by the Texas Veterans Commission)

This is a qualification-based solicitation. Pricing is not submitted as a part of this evaluation process for submitted qualification proposals. Interested parties shall submit two (2) complete proposal packages with all of the required documents to the **Community Development Department located at 502 E. Tyler, Harlingen, Texas 78550** before the RFQ due date and time of **2:00 PM, FRIDAY, NOVEMBER 21, 2025**. Sealed qualification packages will then be publicly opened by the Community Development Department staff at the City of Harlingen, Texas at 2:30 pm at the Lon C. Hill Conference Room.

**SCOPE OF WORK:** The City of Harlingen is seeking to engage qualified Proposers to provide Contractor Services for Residential Home Repair programs that include the Housing Rehabilitation Program, Healthy Homes Program, and the Housing for Texas Heroes Program which are administered by the City of Harlingen's Community Development Department in full accordance with the scope of services, terms, and conditions contained in the documents of the Request for Qualifications (RFQ).

The City intends to establish a pool of qualified and experienced contractors to complete various types of home repairs of residential homes such as accessibility modifications, weatherization services, flooring, roof repairs, driveways, foundations, caulking, siding, ramps, windows, doors, painting, rodent infestation, electrical issues, plumbing, HVAC systems, ceilings, walls and other deficiencies based on eligibility under the specific program being utilized. The established list of pre-qualified contractors will be eligible to bid on residential property rehabilitation work identified by the City's Community Development Department. Any vendor who wishes to be part of the pool of contractors must submit a response to this solicitation for furnishing the services.

**A Non-Mandatory Pre-Proposal Conference will be held on Wednesday, November 12, 2025, at 2:00 pm at the Lon C. Hill Building Conference Room located at 502 E. Tyler, Harlingen, Texas 78550.** Please note this is a Non-Mandatory pre-qualification meeting, but it is highly encouraged that all parties interested in submitting a proposal for this RFQ attend this meeting.

**MINORITY/WOMEN'S/LABOR SURPLUS FIRMS PARTICIPATION:** The City of Harlingen, in accordance with the requirements as stated in CFR 200.321, encourages the active participation of minority businesses, women's business enterprises, and labor surplus area firms as a part of any subsequent agreement whenever possible either as prime contractors or subcontractors. If subcontracts are to be let, through a prime contractor, that contractor is required to take the affirmative steps listed in items (1) through (5) below:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

The City of Harlingen reserves the right to reject any or all proposals, to waive any informalities or irregularities in any proposal received, to re-advertise this RFQ, or to take any other such actions that may be deemed to be in the best interest of the City. The City anticipates entering into a written agreement with the Contractor(s) who is/are responsive, responsible Proposer, meeting all specifications, and whom provides the most advantageous solution for the City.

Solicitation documents may be obtained from the City of Harlingen by emailing Sandee Alvarez at [salvarez@cityofharlingen.gov](mailto:salvarez@cityofharlingen.gov). Late proposals cannot be submitted and will not be considered. Faxed, emailed, and or mailed submissions addressed to any City of Harlingen personnel will not be accepted. The City of Harlingen is not liable for any costs incurred by a Proposer in responding to this solicitation.