

Calhoun County Land Bank Authority

Request for Proposals: Demolition & Site Restoration Services

Calhoun County Land Bank Authority is seeking bids for the former Union Steel Foundry located at 501 North Berrien Street in Albion, Michigan

RFP NUMBER: #05-CCLBA-2019

DATE ISSUED: June 14th, 2019; Amended June 26, 2019

DATE DUE: July 9th, 2019; 3:00PM (Local Time)

RFP will be opened publicly at this time in the Purchasing Department at
315 W. Green Street, Marshall, MI

Para una versión en Español, por favor llamar a Krista Trout-Edwards – 269-781-0777

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REQUEST FOR PROPOSALS: DEMOLITION & RESTORATION SERVICES

BACKGROUND

This Request for Proposals (“RFP”) is being issued by the Calhoun County Land Bank Authority (CCLBA) for demolition and restoration services for the former Union Steel building located at 501 North Berrien Street, Albion, MI (see Appendices A & B). This structure has been vacant for many years, and some portions of the building are structurally unsafe (see Attachment 1 on the County’s website). While much of this project is considered a regular demolition, a few areas of the structure were inaccessible due to collapse and those areas should be considered as an Asbestos Containing Demolition (ACM). The selected Respondent will be responsible for also abating asbestos and all hazardous materials; a hazardous material assessment is available on the County’s website (see Attachment 2). The CCLBA invites the submission of proposals from certified demolition contractors who are also certified in the abatement of hazardous materials to provide demolition and site restoration services for this structure.

In addition, the CCLBA conducted a Phase 1 environmental assessment (Attachment 3), but could not conduct further testing due to safety concerns. After the selected contractor demolishes the structure and before it removes the foundation, the CCLBA will conduct additional environmental tests on the foundation (prior to removal) so that it can ensure proper disposal of potentially contaminated materials. Therefore, the contractor will also be required to have experience and familiarity with contaminated sites and sites characterized as a “Facility”.

IMPORTANT DATES

RFP Issue Date: Friday, June, 14, 2019

MANDATORY Pre-Bid Meeting: Thursday, June 20th at 9:00am, meet in the front of building on Mulberry St E (see Appendix A)

Questions Due: Monday, June 24th, 2019 at 5:00pm

Register “Intent to Bid” Deadline: Monday, June 24th, 2019 at 5:00pm

Answers Available: Wednesday, June 26th, 2019 at 5:00pm

Proposal Due Date: Tuesday, July 9th, 2019 at 3:00pm

Tentative Award Date: Tuesday, July 23rd, 2019

SCOPE OF WORK/DELIVERABLES

The CCLBA seeks sealed proposals from Respondents to provide abatement, demolition, recycling, proper waste disposal, site protection, and site restoration in total compliance with all federal, state and local regulations, for the former Union Steel building at 501 Berrien Street N in Albion, MI. The building is approximately 115,000 square feet in size. The Land Bank conducted a structural review of the building, an environmental hazards survey and a Phase 1 Environmental Assessment, all are included with this RFP as Attachments 1 – 3 (respectively) on the County’s website.

The Selected Contractor is responsible for abatement of all asbestos and hazardous material found on site, including providing proper state notifications, waste receipts, and chain of custody documents, prior to the demolition process (Phase 1). A full review of the Hazardous Materials Survey (Attachment 2) is required. The



survey also identifies two areas that are structurally unsafe, and it is assumed that those areas will be treated as an Asbestos Containing Demolition.

After abatement, the entire structure shall be removed, along with all footings and foundations pursuant to local municipal requirements, site backfilled with clean (non-hazardous) fill material (sand, dirt), compacted and graded. Contractor will also be responsible for removing concrete around the building, and driveway entrances. Contractors will provide a plan for the recycling of demolished materials when possible.

However, because additional environmental testing is needed, the Contractor shall complete the demolition of the structure in the following two phases:

- 1. Demolition and removal of building debris (Phase 1);**
- 2. Removal of the flatwork and concrete after the CCLBA provides Contractor with a Due Care Plan (Phase 2); and**
 - a. Replace concrete curb at the three driveway entrances (Phase 2).**

Regarding other potential environmental concerns, SME conducted a Phase 1 Environmental Site Assessment (ESA); however, due to structural collapse, further testing was not conducted. The Phase I ESA is available on the County's website (Attachment 3). After the Contractor removes the building, the CCLBA will ask SME to revisit the site to conduct additional testing for a Phase II ESA that will include assessment of soil and groundwater on the site to evaluate potential impact associated with historical uses/operations. Based on the results of the Phase II ESA, soil and/or groundwater at the site may be found to be impacted at levels above Michigan Department of Environmental Quality (MDEQ) Part 201 generic residential criteria. If this is the case, the site will be identified as a "Facility". The owner of a "Facility" is obligated to comply with various "Due Care" obligations including preventing exacerbation of the contamination and limiting unacceptable exposures to the contamination. If applicable, the selected contractor will be expected to understand the owner's Due Care obligations and will be expected to be responsible for the health and safety of their own workers. The Phase II ESA and associated Due Care Compliance Plan will be provided to the Contractor for the removal of the flatwork.

All utility disconnects will be the responsibility of the contractor. Contractor will be responsible for coordinating with the local permitting department/agency for applicable permits and final clearance. A storm water permit will be necessary for this project.

OTHER INFORMATION RELATED TO BID WORK:

1. Michigan State Law (MCL 129.201) requires a performance bond on projects where the overall costs exceeds \$50,000; therefore, a bid bond in the amount of 5% of the Contractor's overall bid price is required from each bidder under the submittal requirements of this RFP. A bid bond is usually a two page document from your bond company that includes the bond on page one, and a Power of Attorney authorization on page two from an insurance company; there should be no charge for this document. If a contract is awarded to a Contractor in an amount that equals or exceeds \$50,000, the Contractor shall supply both of the following:
 - a. A performance bond for 100% of the contract price; this shall be supplied once the contract has been verbally accepted. (*A performance bond is one executed in connection with a contract to secure fulfillment of Contractor's obligations under such contract.*)



- b. A payment bond, in conjunction with the performance bond, on the part of the Contractor for 100% of the contract price; this shall be supplied once the contract has been verbally accepted. *(A payment bond is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the current contract.)*
2. All structures and accessory buildings will be demolished on the premises, unless otherwise stated in this RFP or unless approval is given by the CCLBA. Specific instructions regarding the removal of asphalt or concrete will be addressed at the mandatory pre-bid meeting. Garbage, tree debris, and other types of debris must also be removed as part of the demolition.
3. Demolition and disposal of debris shall commence within fifteen (15) days from the Notice to Commence, unless other arrangements are made. Within five (5) calendar days after "Notice to Commence" Contractor shall submit a demolition schedule for the CCLBA's review.
4. The CCLBA assumes no responsibility for the condition of existing buildings and structures and other property on site, or for their continuance in the condition existing at the time of Notice to Commence. NO adjustment of contract price or allowance for any change in conditions will be made after the award of bid unless approved by the CCLBA.
5. Contractor shall use all means necessary to control dust on and near the work site and associated off-site areas if dust is caused by Contractor's work or as a result from the condition in which Contractor leaves the site. Third party air monitoring will also be required per all applicable regulations.
 - a. All surfaces shall be thoroughly moistened as required to prevent dust from being a nuisance and to minimize the spread of lead-containing dust to the public and adjacent properties.
 - b. All dry mortar, lime, brick dust, plaster, and other flying material shall before and during removal be dampened sufficiently to prevent it from floating or being blown into the street or on any adjoining property; all sidewalks shall be protected by fences and scaffolds as required by state and local codes or regulations.
6. Once demolition is started, it shall be continued until completed. If a scheduling conflict occurs, other arrangements shall be made and must be approved by the CCLBA.
7. A demolition permit and a soil erosion permit shall be procured from the appropriate jurisdiction's permit department/agency, at the Contractor's cost, before commencing with demolition.
 - a. Contractor shall secure from appropriate agencies ALL REQUIRED PERMITS necessary for proper demolition prior to starting work.
8. If buildings to be demolished are surrounded by a number of trees, shrubs, or bushes, and if during demolition a sufficient number of limbs are broken or hanging to present a safety hazard, the CCLBA will order the removal of such trees at the Contractor's cost. Additionally, Contractors shall remove all miscellaneous brush, wood, and tree debris left after demolition activities.
9. Contractor's operations will be confined to site of the project site, the site can be used for staging as necessary and as arranged with the CCLBA. Contractor shall minimize disturbance to the surrounding residential homes.
10. Contractor will be responsible for all damage to private or public property as a result of their fault or negligence in connection with the demolition. If damage occurs, Contractor must contact the CCLBA immediately and submit a summary report of the incident within 5 business days.

11. Contractor shall comply with all applicable laws and ordinances governing the disposal of materials, debris, rubbish and trash off the project area, and shall commit no trespass on any private property in the disposal. All materials, debris, rubbish, and trash will be disposed of at a licensed landfill. NO EXCEPTIONS.
12. All demolition activities will be conducted in compliance with NESHAP standards. All activities will comply with all codes, standards, regulations, and workers' safety rules that are administered by federal agencies (EPA, OSHA, and DOT), state agencies (MIOSHA, DNR-DNRE, and DCH), and any other local regulations.
13. It is the responsibility of Contractor to determine the location of all buried utility service lines on or adjacent to the work area. Contractor shall be responsible for the final location and protection of all utility service lines and damage to any such utility service line resulting from the Contractor's operations shall be repaired or replaced by Contractor at Contractor's cost. It will also be the responsibility of the Contractor to exercise care to prevent damage to fences, sidewalks, roadways, and other improvements in or adjacent to the work area.
14. A waste log shall be maintained by Contractor and shall contain origin of material (address and date) and receiving facility for each load and the weight of each load. Contractor is to determine recycling or disposal methods to ensure that waste materials are recycled or disposed of properly. All waste materials are to be transported directly to a properly permitted facility. All waste receipts shall be submitted prior to payment.
15. Any other governmental agency with jurisdictional interest will have access to the property for observation and inspection.
16. Contractor agrees that the abatement and the demolition of the building shall be completed by December 1, 2019. In addition, Contractor agrees that the flatwork and concrete will be removed by June 1, 2020. If the Contractor fails to begin demolition activities within 15 days of the Notice to Commence, the CCLBA reserves the right to re-award the project to the next qualified bidder.
17. The Contractor shall conduct operations in a safe and orderly manner and in conformance with Michigan PA 154, per the Michigan Department of Labor and Energy Construction Safety Standards Commission as well as all applicable local ordinances. Safety practices shall include the following where applicable:
 - a. Installation of barricades, warning signs, caution tape, etc. as precaution to and during wrecking operations shall be in compliance with the local jurisdictions;
 - b. Any open hole in excess of 3 feet in depth shall be properly barricaded to prevent people or animals from falling in or sloped on all four sides so that people or animals could get out; and
 - c. All personnel working on the site shall be properly trained as required and made thoroughly familiar with safety precautions, procedures, and equipment required for controlling the potential hazards associated with this work. All work associated with hazardous materials, e.g. lead or cadmium shall be performed at appropriate Personal Protection Levels as defined by MIOSHA. Lead shall be assumed as all structures were constructed prior to 1978, and proper individual air monitoring for on-site workers shall be required.
 - d. Hours of operation and noise levels must adhere to all Albion City ordinances; work hours must be limited to 7:00 am through 6:00 pm, Monday through Friday. Work may be allowed on Saturday with permission, but will not be allowed on Sundays.
18. For the purposes of this bid the selected Contractor shall submit pricing for a traditional restoration; however, the criteria may change based on the additional environmental

assessment. Therefore, all fill dirt shall be Class 2 material and the following guidelines shall be followed for the site restoration process:

- a. Contractor shall provide at a minimum, four (4) to six (6) inches of clean, natural, fertile topsoil free of any stones over 1½ inch, clods, sticks, roots, or other objectionable material. Seeding shall be either clover (preferred) or perennial ryegrass mix at a rate of 4-5 lbs per 1000 sq. ft. The ideal mixture should be 20% Kentucky Blue Grass, 20% perennial Rye grass, 20% hard fescue, and 40% Creeping Red Fescue.
 - b. Excavations from demolished buildings or structures shall not be filled with any material subject to deterioration. The CCLBA, the City of Albion, and/or their representatives or other representative for an applicable jurisdiction, upon notification by the contractor shall inspect each excavation prior to backfill and the compaction and grading.
 - c. To prepare for fill, the Contractor shall remove vegetation, topsoil, debris, wet and unsatisfactory soil materials, obstructions, and deleterious materials from ground surface prior to placing fill on site. Break up soil surfaces steeper than 1 vertical to 4 horizontal slope so fill material will bond with existing surface.
 - d. Place fill in layers to an elevation between 4 to 6 inches above adjacent undisturbed ground.
 - e. Uniformly moisten or aerate sub-grade and each subsequent fill or backfill layer before compaction to within 2% of optimum moisture content.
 - f. Compaction shall be obtained by placing backfill or fill material in layers not more than 12 inches in loose depth; Contractor shall achieve compaction by reasonable means as determined by the Contractor.
 - g. Grading lots shall be done by uniformly grading areas to a smooth surface, and the lot shall not be uneven. Smooth transitions shall be made between existing adjacent grades, and new grades, and Contractors shall avoid directing water onto adjacent property. The new grade shall match adjacent property lines.
 - i. When settling occurs during the project correction period, Contractor shall remove finished surfacing, backfill with additional approved material, compact and reconstruct surfaces.
19. Payment for the cost of all work contained in the RFP will be made at the prices contained in the bid, and exceptions will be made. The following payment schedule shall be in place:
- a. 40% 60% of the project cost will be paid upon completion of the demolition of the structure and preliminary positive inspection by SafeBuilt Inspection Services;
 - b. 30% 20% of the project cost will be paid upon the removal of all footings and a positive inspection by SafeBuilt Inspection;
 - c. The final 30% 20% will be paid upon the final site compaction, restoration and when the CCLBA receives notification of the final permit close out by SafeBuilt Inspection as well as all documentation requested in this bid package (e.g. State notices, waste receipts, etc.)

Mandatory Pre-Bid Meeting: A mandatory pre-bid meeting will be held on site on Thursday, June 20th, 2019, at 9:00 am. Interested parties will meet in front of the building on Mulberry St E (See Appendix A). To register for the pre-bid meeting, please email landbank@calhouncountymi.gov; subject line should include "INTENT TO ATTEND PRE-BID."

Written Reports: Contractor shall be responsible for preparing or causing to have prepared final compliance paperwork for use by the CCLBA, and in certain cases other applicable agencies. *These reports shall include a*



copy of the ten day notice to the State, all chain of custody documents, and copies of all waste disposal receipts as well as confirmation that the local building permit has been finalized (e.g. closed out.) Payment will not occur until staff receives all required documents, field inspection is conducted and final payment will not occur until confirmation of the finalized permit.

Interested Bidders: Interested bidders **MUST REGISTER** their company by June 24th for this RFP at the Calhoun County website: <http://www.calhouncountymi.gov/vendors/registration>. A notification regarding the questions & answers as well as any amendment associated with this RFP will be sent out per the County's online registration database and will be posted online at the County's website. Registered bidders will automatically receive this notification.

The CCLBA reserves the right to select the Contractor that best meets its goals and objectives, quality levels, as well as its educational and service level expectations. The CCLBA reserves the right, in its sole discretion, to reject any/or all proposals, to waive any irregularities and technical defects contained therein, to award the contract in its entirety, in part, or not at all and/or to determine which proposal is the lowest and/or best to enter into a Contract, as deemed to be in the best interest of the CCLBA. The CCLBA may also decide not to complete this project if the circumstances dictate it.

RFP SUBMITTAL GUIDELINES

CONTENTS OF PROPOSAL

The proposal should be submitted as sealed bids in two separate parts:

1. PART ONE will contain the Proposal Information and will be used to qualify prospective contractors.
2. PART TWO will contain the Price Analysis and will be used to determine the lowest qualified bidder.

PART ONE shall include the following items, **please answer each question directly and concisely with no more than 5 written pages plus attached documents:**

1. Qualification of Firm:

- a. Name of lead firm and any subcontractors as well as relevant contact information (including email address); including contact information for all persons with an ownership interest in said organization.
- b. Description of organization (e.g. Corporation, Limited Liability Company, or Joint Venture)
- c. A summary of the qualifications of the Respondent and team, including the following:
 - i. Years of experience in providing specified services for similar projects and specifically mention if the firm has experience with sites classified as a Facility.

2. Certificate of Standing within the State of Michigan:

- a. Certificate of Good Standing for Corporations Companies issued by the Michigan Department of Licensing and Regulatory Affairs; or
- b. Certificate of Existence for Limited Liability Companies issued by the Michigan Department of Licensing and Regulatory Affairs; or
- c. Certificate of Good Standing or Certificate of Existence for Joint Ventures Michigan Department of Licensing and Regulatory Affairs; or
- d. "Doing Business As" documentation and certificates for all other types of businesses.

3. Financial Statements:

- a. Provide financial statements for a two year period.
 - i. If the Respondent is a wholly owned subsidiary of another company or corporation, and does not possess financial statements, unaudited financial statements for the subsidiary for a two-year period must be submitted as supplemental information to the company's' financial statements in order to meet this requirement.

4. Insurance: Commercial General Liability with limits not less than \$2,000,000 aggregate; Workers Compensation and Employers Liability with limits not less than \$1,000,000; Automobile Liability with limits not less than \$1,000,000 per occurrence; Pollution Liability \$2,000,000 per claim/aggregate; and an Umbrella Policy of \$2,000,000 per occurrence/aggregate. The selected Contractor shall agree to indemnify and hold harmless the CCLBA and its officers, agents, and employees from any and all claims, causes, or actions, and damages of any kind, for injury to or death of any person and damages to property arising out of or in connection with the work done by the Contractor under this contract, and including acts or omissions of the CCLBA or its officer, agents, or employees in connection with said contact.

- a. **Additional Insured** – the CCLBA shall be added as an additional insured with the following language: "Additional Insured: CCLBA and all of its elected and appointed officials, all its employees, agents and its volunteers, all its Boards, Commissions and/or authorities and Board members including employees, agents and volunteers thereof."

5. Demolition Plan:

- a. Description of how Respondent will complete the demolition, including the following:
 - i. How will you approach the abatement?

- ii. What will your process be for the actual demolition, including keeping the building wet, and disposal of materials?
- iii. How will you approach site restoration, will you use subcontractors?
- iv. What is the expected project timeline?

6. Safety Plan:

- a. How will Respondent ensure the demolition process is safe to surrounding residents;
- b. How will Respondent's team mobilize on site and how will they address work site safety of said team?
- c. How will Respondent's team deal with the discovery of unknown hazardous materials?

7. Certifications:

- a. A copy of Respondent's "Department of Licensing and Regulatory Affairs Residential Builder Company License."
- b. A copy of Respondent's Asbestos Licenses for all employees intended to work on the demolition.

NOTE: If personnel changes between the bid response, award, and project commencement, the Respondent can update this information as necessary.

- c. A copy of documentation showing the employees working on this project have received training in environmental concerns related to lead and cadmium.
 - i. The CCLBA is looking for verification that staff working on site has received training from a third party administrator in both lead and cadmium; or
 - ii. If Respondent provides in-house training for lead and cadmium, it should submit a summary of the training program, documentation that said employees received such training, as well as the qualifications of employees who provide training to staff.

- 8. **Bid Bond** for 5% in the amount of Respondent's price for the overall project cost.
- 9. **References** (See Appendix D): References should be tailored toward similar projects.
- 10. **Non-Collusion Affidavit** (see Appendix E)
- 11. **W9** (see Appendix F)
- 12. **Debarred Statement** (see Appendix G)

PART TWO shall include pricing as outlined in Appendix C.

EVALUATION AND SCORING

Qualifications of proposed bidders will be determined by the evaluation committee’s assessment of technical qualifications contained in the sealed bid in PART ONE. A maximum score of 65 could be awarded with a minimum score of 50 needed to qualify. The second sealed bid proposal, PART TWO, will only be evaluated for firms that are prequalified under the PART ONE review; PART TWO envelopes from firms who fail to qualify will be returned unopened.

Part One Criteria	Points	Description
Qualification of Firm	10	Length of time in business Experience with similar projects References from current clients Financial stability Insurance
Abatement & Demolition Plan	25	Approach to abatement process Approach to demolition process Approach to restoration Certification for Licensing
Safety Plan	25	Detail to safe working environment for all involved Internal approach for Respondent’s worker’s safety
Submittal of Required Documents	5	Non-Collusion Affidavit Bid Bond Documentation References Certificate Form Note Sealed Bid for PART ONE Sealed Bid for PART TWO
Part Two Criteria (Appendix C)	Points	Description
Pricing	35	Based on pricing for all project components.

OTHER ASPECTS TO CONSIDER

A. RFP Overview

It is understood that the selected Respondent acting as an individual, partnership, corporation or other legal entity, shall be capable of providing the specified services. The Respondent shall be financially solvent and its employees and or subcontractors shall be competent to perform the services required under this RFP.

Nothing in this RFP shall be construed to create any legal obligation on the part of the CCLBA to any Respondents. The CCLBA reserves the right, in its sole discretion, to amend, suspend, terminate, or reissue this RFP in whole or in part, at any stage. In no event shall the CCLBA be liable to Respondents for any cost or damages incurred in connection with the RFP process, including but not limited to, any and all costs of preparing a response to this RFP or any other costs incurred in reliance on this RFP. No Respondent shall be entitled to repayment from the CCLBA for any costs, expenses or fees related to this RFP or responding to it. All supporting documentation submitted in response to this bid will become the property of the CCLBA. Respondents may also withdraw their interest in the RFP, in writing, at any point in time as more information becomes known; however, submissions are to be firm and cannot be withdrawn for a period of thirty (30) calendar days after opening.

The CCLBA has adopted [Purchasing Policies and Procedures for the Procurement Process](#) available online or through the Calhoun County Purchasing Department at 315 W Green Street, Marshall, MI 49068, or via phone at 269-781-0981.

B. Terms of Contract

Any contract awarded pursuant to this RFP solicitation shall be effective until awarded project is completed. All contracts made by the successful applicant with subcontractors shall be covered by the terms and conditions of the contract which will incorporate this RFP and any response by applicants. Applicants must submit a work plan/schedule demonstrating how they will meet the deadline to complete the work. The successful applicant shall contractually require their subcontractors to comply with these terms and conditions. The abatement and the demolition of the building shall be completed by December 1, 2019, and the removal of the flatwork and concrete will be completed by June 1, 2020.

C. Economic Sanctions

The undersigned, acting either individually or as a duly authorized representative of the entity submitting the enclosed RFP/proposal hereby verifies that he/she/it is not an Iran linked business which is defined as follows in the Iran Economic Sanctions Act, Public Act 517 of 2012, MCL 129.311, et.seq.: (i) A person engaging in investment activities in the energy sector of Iran, including a person that provides oil or liquefied natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquefied natural gas for the energy sector of Iran and/or (ii) A financial institution that extends credit to another person, if that person will use the credit to engage in investment activities in the energy sector of Iran.

D. All work shall confirm to the following Federal and State requirements where applicable:

24 CFR 570.061 – Equal Opportunity and Fair Housing	24 CFR 570.611 – Conflict of Interest
24 CFR 570.602 – Affirmative Marketing	24 CFR 85.36 – Procurement
24 CFR 570.604 – Environmental Review	Executive Order 11246
24 CFR 570.607 – Lead Based Paint	Elliott-Larsen Civil Rights Act
24 CFR 570.609 – Debarred, Ineligible or Suspended Contractors	



Title VIII of the Civil Rights Act of 1968 (as amended by the Fair Housing Amendments Act of 1988)
Americans with Disabilities Act
Michigan Persons with Disabilities Civil Rights Act

SELECTION PROCESS

The Selection Committee comprised of staff from the CCLBA and the Calhoun County Purchasing Department will review qualifications and then pricing, in accordance with the objectives and policies. Submissions that are submitted timely and comply with the mandatory requirements of the RFP will be evaluated in accordance with the terms of the RFP for compliance. Any contract resulting from this RFP will not necessarily be awarded to the Contractor with the lowest overall price. Instead, contract shall be awarded to Contractor whose proposal received the most points in accordance with criteria set forth in the RFP. In addition, proof of general liability, workers' compensation and automobile insurance must be submitted by the successful bidder prior to the finalization of the contract.

QUESTIONS

Written questions must be submitted via email to landbank@calhouncountymi.gov by **5:00pm Monday, June 24th, 2019**. Written answers will be provided to all potential applicants via email and posted on the Calhoun County website (www.calhouncountymi.org) by **5:00pm Wednesday, June 26, 2019**.

SUBMITTAL DUE DATE

Responses to this RFP are due by 3:00pm (local time) on Tuesday, July 9th, 2019. The prevailing clock shall be www.time.gov. Each Respondent is responsible for labeling the exterior of the sealed envelope containing the proposal response with the proposal number, proposal name, proposal due date and time, and your firm's name. **Four (4) unbound, sealed hard copies of materials required for PART ONE and PART TWO must be delivered in separate envelopes to:**

Calhoun County
Purchasing Department
ATTN: Leslie R. Obrig
315 W. Green St.
Marshall MI 49068

LATE PROPOSALS WILL NOT BE CONSIDERED



CERTIFICATION FORM NOTE

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this RFP submittal to the CCLBA is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFP in its entirety and accepts its terms and conditions.

(Name of Respondent)

(Signature of Authorized Representative)

(Typed Name of Authorized Representative)

(Title)

RFP SUBMITTAL REQUIREMENTS CHECKLIST

Please provide Checklist with response to RFP

- RFP Submittal Requirements Checklist (this page)
- Qualifications of Firm
- Certification Form Note
- Certificate of Good Standing within the State of Michigan for Corporations, Certificate of Existence for LLCs, Certificate of Good Standing for Joint Ventures, or "Doing Business As" documentation and certificates for other types of businesses
- Evidence of Financial Stability
- Evidence of Insurance
- Demolition Plan
- Safety Plan
- Pricing Proposal (Appendix C)
- Certifications:
 1. A copy of Respondent's Department of Licensing and Regulatory Affairs Residential Builder Company License;
 2. Asbestos licensing for company, employees, and on-site supervisor; and
 3. Lead and cadmium training certifications for employees proposed to work on this site.
- Bid Bond in the amount of the price.
- Three References and accompanying project information (Please see and complete Appendix D)
- Non-Collusion Affidavit (Please see and complete Appendix E)
- W9 (Please see and complete Appendix F)
- Debarred or Suspended Statement (Please see and complete Appendix G)

Date submitted: _____

Respondent name: _____

Company name: _____

Contact phone: _____

Contact email: _____



APPENDIX A – Site Map & Photos




* Mandatory pre-bid meeting

□ Union Steel, 501 N Berrien Street, Albion

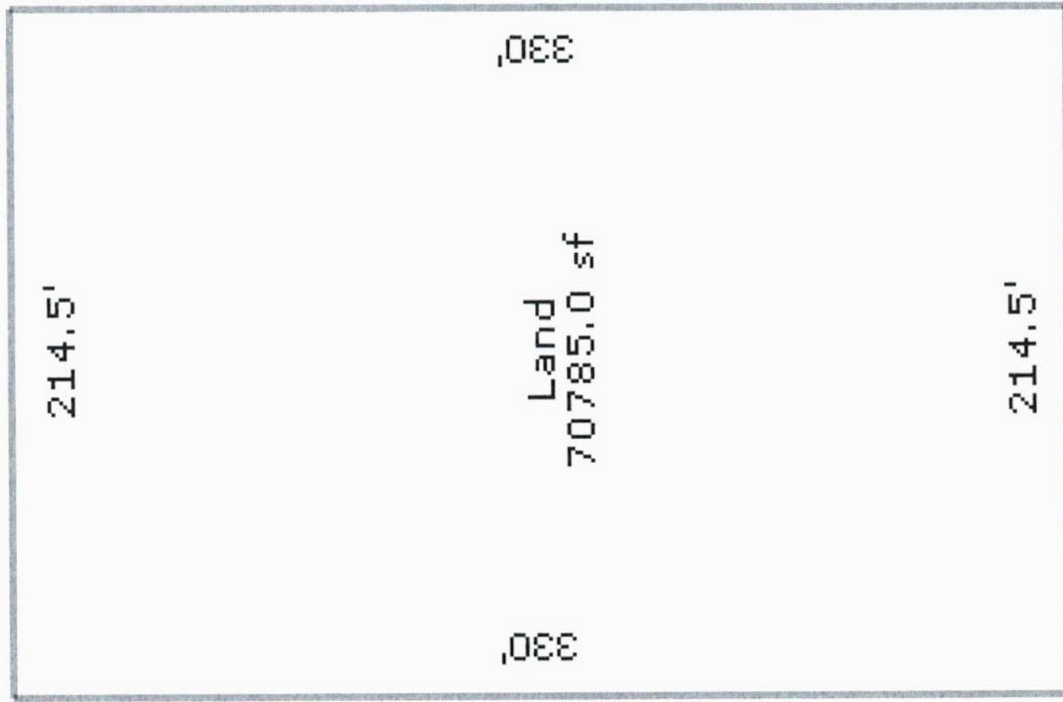




APPENDIX B – Building Information

Parcel Number: 13-51-000-055-00		Jurisdiction: ALBION CITY		County: CALHOUN		Printed on		04/30/2019	
Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.	
CALHOUN COUNTY TREASURER	CALHOUN COUNTY LAND BANK	0	12/19/2014	QC	NOT USED	3938/242	PTA	0.0	
CUYKENDALL CHARLES T	CALHOUN COUNTY TREASURER	0	03/31/2014	OT	FORECLOSURE	3882/823	DEED	0.0	
COUSINO LEONARD	CUYKENDALL CHARLES T	500	03/29/2012	QC	ARMS LENGTH	3693/119	DEED	100.0	
CALHOUN COUNTY TREASURER	COUSINO LEONARD & COUSINO	550	10/26/2011	QC	NOT USED	3657/492	DEED	100.0	
Property Address									
501 N BERRIEN ST									
Class: EXEMPT LAND BK AC Zoning: MI									
School: MARSHAL SCHLS W/ALBN DEBT									
P.R.E. 0%									
MAP#:									
Owner's Name/Address									
CALHOUN COUNTY LAND BANK									
315 W GREEN ST									
MARSHALL MI 49068									
2020 Est TCV 0									
Land Value Estimates for Land Table 202.202-INDUSTRIAL									
+ Factors *									
Description Frontage Depth Front Depth Rate %Adj. Reason Value									
RATE TABLE <= .266 A 0.27 Acres 4000 100 CONTAMINATED 10,640									
RATE TABLE > .266 1.36 Acres 7100 100 9,649									
1.63 Total Acres Total Est. Land Value = 20,289									
Land Improvement Cost Estimates									
Description Rate Size % Good Cash Value									
Fencing: Wire Mesh, #9 2.96 1146 27 916									
Fencing: Wire Mesh, #9 2.96 312 27 249									
Total Estimated Land Improvements True Cash Value = 1,165									
Tax Description									
ALBION CITY, ORIGINAL PLAT BLK 14.									
Comments/Influences									
8/27/2013-DRIVE BY INSPECTION AS WAS TOLD									
BY CODE ENFORCEMENT UNSAFE TO									
MEASURE/INSPECT PROPERTY: AFTER									
REVIEWING BLDG AND SPEAKING WITH C/E,									
TO DEMOLISH AND START BLDG FROM SCRATCH;									
-125600 LOSS/-79300 LOSSES; CHANGED LAND									
TO 50% GOOD DUE TO CONTAMINATION; -8100									
ADJ; SH									
2006 CHG FUNCTIONAL TO 75%									
									
Topography of Site									
Level									
Rolling									
Low									
High									
Landscaped									
Swamp									
Wooded									
Pond									
Waterfront									
Ravine									
Wetland									
Flood Plain									
Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value			
2020	EXEMPT	EXEMPT	EXEMPT			EXEMPT			
2019	EXEMPT	EXEMPT	EXEMPT			EXEMPT			
2018	0	0	0			0			
2017	0	0	0			0			
Who When What									
JC 10/29/2015 EXT INSPEC									
SH 08/27/2013 DATA ENTER									
SH 08/27/2013 DRIVE BY I									
The Equalizer. Copyright (c) 1999 - 2009.									
Licensed To: City of Albion, County of									
Calhoun, Michigan									
*** Information herein deemed reliable but not guaranteed***									





APPENDIX C – Pricing (Part Two of the Bid)

PRICING FOR APPROACH #1 AS REGULAR DEMOLITION WITH FULL ABATEMENT	
Project Components	Project Pricing*
Abatement of Asbestos and Hazardous Materials (Phase 1)	\$
Demolition of building (Phase 1)	\$
3 rd Party Air Monitoring as required by law (Phase 1)	\$ /entire project
Removal of concrete, driveway entrances, and curb replacement (Phase 2)	\$
Site restoration (Phase 2)	\$
Other	\$
Total Project Cost	\$

**Note: This pricing information contained here will only be considered if your company is prequalified under the information provided in PART ONE. This shall be submitted in a separate sealed envelope, marked "PART TWO." A minimum number of 50 points under PART ONE is needed to qualify. Abatement should not be included in the demolition costs.*



APPENDIX D - References

List of Three (3) References and Description of Services Provided

Reference 1

Company/Municipality: _____

Contact Person: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Type of Project(s): _____

Reference 2

Company/Municipality: _____

Contact Person: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Type of Project(s): _____

Reference 3

Company/Municipality: _____

Contact Person: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Type of Project(s): _____

APPENDIX E – Non-Collusion Affidavit

NON-COLLUSION AFFIDAVIT

The bidder, by its officers and authorized agents or representatives, present at the time of filing this bid, being duly sworn on their oaths, say that neither they nor any of them have in any way, directly or indirectly, entered into any arrangement or agreement with any other bidder or with any public officer or representative of the Calhoun County Land Bank Authority, whereby such affidavit or affiant or either of them has paid or is to pay to such other bidder or public office anything of value whatsoever; or such affidavit or affiant or either of them has not directly or indirectly entered into any arrangement or agreement with any other bidder or bidders, which tends to or does lessen or destroy free competition in the letting of the contract sought for the by the attached bid; that no inducement of any form or character other than that which appears on the face of the bid will be suggested, offered, paid or delivered to any person whomsoever to influence the acceptance of the bid or awarding of the contract; nor has this bidder any agreement or understanding of any kind whatsoever, with any person whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds of the contract sought by this bid. The bidder is fully informed with respect to the preparation and contents of the attached bid proposal and of all pertinent circumstances respecting said proposal.

I hereby affirm by my signature affixed hereto that the above statements are true to the best of my knowledge, information and belief.

By: _____
Signature Date

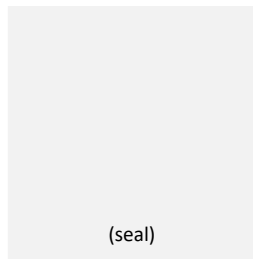
Printed Name

Title

Company

This affidavit must be notarized to be complete. Notary certification below.

Subscribed and sworn to before me on _____, 2017 in _____ County, Michigan.



_____, Notary Public
Acting in _____ County, Michigan
My Commission Expires: _____, 20__

APPENDIX F – W9

Form W-9 (Rev. January 2011) Department of the Treasury Internal Revenue Service	<h3 style="margin:0;">Request for Taxpayer Identification Number and Certification</h3>	Give Form to the requester. Do not send to the IRS.
Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate	
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶	
	<input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.)		Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)																			
Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.																			
	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="9" style="text-align: left; padding: 2px;">Social security number</th> </tr> <tr> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> </tr> </table>	Social security number																	
Social security number																			
Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="9" style="text-align: left; padding: 2px;">Employer identification number</th> </tr> <tr> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> </tr> </table>	Employer identification number																	
Employer identification number																			

Part II Certification	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and	
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and	
3. I am a U.S. citizen or other U.S. person (defined below).	
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.	

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



APPENDIX G – Debarred or Suspended Statement

Debarred or Suspended Organization Statement

By signing below I agree that my company/organization or any of its principals, personnel, divisions or affiliates presently or in the past have not been debarred or suspended from entering into contracts with any Federal, State, or Local governmental entity.

The company/organization has not been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under public transaction; violation of Federal or State antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

The company/ organization is not presently indicated or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local).

The company/ organization has not had one or more public transaction (Federal, State, Local) terminated for cause of default.

Company Name

Company DUNS number

Authorized Signature

Date

Printed name of authorized agent

For reference, this website may be accessed to look up debarred companies/organizations: System for Award Management (SAM) at www.sam.gov. This is the system used by Federal, State and Local agencies for grants.

