

Calhoun County Land Bank Authority

Request for Proposals: Asbestos Abatement, Demolition & Site Restoration Services - **AMENDED**

Calhoun County Land Bank Authority, on behalf of Calhoun County, for the Old County Jail at 315 W Green Street, Marshall, MI.

RFP NUMBER: #07-CCLBA-2016

DATE ISSUED: July 28, 2016

DATE DUE: August 16, 2016; 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

Table of Contents

BACKGROUND 3

IMPORTANT DATES 4

SCOPE OF WORK/DELIVERABLES 4

OTHER ASPECTS TO CONSIDER 9

EVALUATION AND SCORING 10

RFP SUBMITTAL GUIDELINES 11

 CONTENTS OF PROPOSAL 11

 SELECTION PROCESS 13

 QUESTIONS 13

 SUBMITTAL DUE DATE 14

CERTIFICATION FORM NOTE 15

RFP SUBMITTAL REQUIREMENTS CHECKLIST 16

APPENDIX A – Pricing Proposal 17

APPENDIX B - References 18

APPENDIX C – Non-Collusion Affidavit 19



REQUEST FOR PROPOSALS: ABATEMENT, DEMOLITION & RESTORATION SERVICES

BACKGROUND

This Request for Proposals (“RFP”) is being issued by the Calhoun County Land Bank Authority (CCLBA), on behalf of Calhoun County, for asbestos abatement, demolition and restoration services for the old county jail building located on the Calhoun County campus at 315 W Green Street, Marshall, MI. **This project will be bid two ways: the first as a regular demolition with an abatement component; and second as an asbestos containing (ACM) demolition.** Land Bank staff will provide project management services to the County for this project.

The project includes the following phases:

1. **Phase 1** is the abatement of the glazing on 112 windows in the building as well as solid form vermiculite fill in which the windows are encased; building plans also showed vermiculite may be in the footings and roof. The CCLBA tested the solid vermiculite material around the windows and tests were negative; however, the DEQ and the EPA have determined that it must be treated as asbestos containing material. In addition, contractors will need to be prepared and able to abate any additional asbestos found during demolition; this would likely be pipe wrap found on pipes currently incased in concrete.
2. **Phase 2** consists of the demolition of the entire structure, which includes disconnecting the structural walkway that connects the old jail to the County Office Building, and restoring the walls and the façade (of the County Office Building) by utilizing reclaimed limestone from the jail.
3. **Phase 3** includes site restoration services.

NOTE: If abatement cannot be accomplished because the abatement of vermiculite would result in an unsafe structure or for some other reason, the demolition of the jail will need to be handled as an ACM demolition. Construction plans for this site also showed vermiculite in the footings and roof.

The CCLBA invites the submission of proposals from certified demolition contractors who are also certified in asbestos abatement to provide demolition and site restoration services for this structure. **Please note that in preparation for this work, the CCLBA has abated all known hazardous materials and asbestos, with the exception of the vermiculite solid form material and window glazing.**



County Office Bld. (structure remains)



IMPORTANT DATES

RFP Issue Date: July 28, 2016

MANDATORY Pre Bid Meeting: August 4, 2016 at 8:30am

Register "Intent to Bid" Deadline: August 10, 2016 by midnight

Questions Due: August 8, 2016 at 5:00pm

Answers Available: August 10, 2016 at 5:00pm

Proposal Due Date: August 16, 2016 at 3:00pm

Tentative Award Date: September 1, 2016 (*The Board of County Commissioners must approve this contract prior to award at either its September 1 or September 15, 2016, hearing*)

SCOPE OF WORK/DELIVERABLES

The CCLBA seeks sealed proposals from Respondents to provide asbestos abatement, demolition (with potential for ACM demolition), recycling, proper waste disposal, site protection, and site restoration in total compliance with all federal, state and local regulations, for the old county jail located on the Calhoun County campus at 315 W Green Street. During the regular abatement, vermiculite mixed with plaster was found around the windows and may be in other places. Building plans indicate it may also be in the footings and in the roof; an investigation found no evidence of vermiculite in that area. *If vermiculite cannot be abated, the entire jail may need to be treated as an asbestos containing demolition.* The demolition includes the jail, attached garages, and the structural walkway that connects the jail to the County Office Building. In addition, the wall of the County building will need to be repaired and the facade will need to be restored by utilizing reclaimed limestone from the jail structure. Also, all footings and foundations are to be removed pursuant to local municipal requirements, site backfilled with clean (non-hazardous) fill material (sand, dirt), compacted and graded. Contractors will provide a plan for the recycling of demolished materials when possible.

Prior to demolition, the selected contractor will need to abate the window glazing on the 112 windows remaining in the building, as well as the vermiculite contaminated solid fill material in which the windows are set. The CCLBA has discussed the issue with the MDEQ and it was determined that the solid form vermiculite fill should be treated as asbestos containing material and be abated, if possible, prior to demolition. The CCLBA and its abatement and assessment contractors have explored the building in some detail and to date have only identified the solid form vermiculite fill around one window; Respondent is expected to visually inspect other windows to confirm the presence of vermiculite prior to abatement. Respondent will also need to inspect footings and roof areas. Selected contractor would be responsible for ensuring that the abatement and demolition be conducted in compliance with all applicable laws. In addition to the windows and vermiculite, it is expected that pipe wrap may be found during the demolition process due to pipes being encased in concrete and therefore, unreachable during the regular abatement work.

With the exception of the ACM items mentioned above, the CCLBA worked with a contractor to abate other asbestos and hazardous materials identified on the survey. Due to the abatement component of this project, utility disconnects will be the responsibility of the contractor; CCLBA and County Facilities staff will assist with disconnects as needed. Contractor will be responsible for coordinating with the local permitting department/agency for applicable permits and final clearance.

The CCLBA will provide a Notice to Commence for the project to the successful Respondent prior to the start of the project for the abatement work, and will update said Notice as the project develops. Please note that the lead detected in the structural walkway connecting the old jail to the County Office Building **will not** be abated.

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 given 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 15 days from the Notice to Commence, unless other arrangements are made. Within 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.
 - 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 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; in some cases a soil erosion permit may be required.
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 old jail, the surrounding parking lot can be used for staging as necessary and as arranged with the CCLBA.
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. This demolition may become an ACM demolition; either way, 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.

Note: Lead was detected in the structural walkway from the jail to the County Office Building; contractors must address the safe removal of said walkway this as part of the proposed demolition plan.
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 all work awarded under this RFP shall be completed by October 31, 2016.

If the Contractor fails to begin demolition activities within 20 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 Marshall City 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 Marshall City ordinances; work hours must be limited to 7:00 am through 6:00 pm, Monday through Saturday. Work will not be allowed on Sundays.
18. All fill dirt shall be Class 2 material and the following guidelines shall be followed for the site restoration process:
 - a. Excavations from demolished buildings or structures shall not be filled with any material subject to deterioration. The CCLBA, the County, the City of Marshall, 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.
 - b. 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.
 - c. Place fill in layers to an elevation between 4 to 6 inches above adjacent undisturbed ground.
 - d. Uniformly moisten or aerate sub-grade and each subsequent fill or backfill layer before compaction to within 2% of optimum moisture content.
 - e. 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.
 - f. 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. 50% of the project cost will be paid upon completion of the demolition of the old jail structure and preliminary positive inspection by the City of Marshall (typically called an open hole inspection);
- b. 30% of the project cost will be paid upon the successful removal of the structural walkway and restoration of the County Office Building walls and façade along with a positive inspection by the City of Marshall;
- c. The final 20% will be paid upon the final site restoration and when the CCLBA receives notification of the final permit close out by the City of Marshall 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, August 4, 2016, at 8:30 am. Interested parties will meet in the parking lot behind the old jail at 315 W Green St, Marshall MI. 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 payment and use by the CCLBA in certain cases other applicable agencies. *These reports shall include a copy of the ten day notice to the State 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 on this RFP at the Calhoun County website: <http://www.calhouncountymi.gov/vendors/registration>. **In addition, you MUST REGISTER your intent to bid by emailing the CCLBA at landbank@calhouncountymi.gov by 5:00pm on August 10, 2016; the subject line MUST be "INTENT TO BID".** Once you have registered your intent, you will receive additional instructions to obtain further information, including construction plans for the old jail as well as hazardous materials surveys. The hazardous materials surveys will include lead testing information for the walkway that connects the jail to the County Office Building. ***Interested parties can only receive this additional information by registering their intent to bid by the August 10, 2016, deadline.*** A copy of 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.

The CCLBA and the County reserve the right to select the Contractor that best meets their goals and objectives, quality levels, as well as its educational and service level expectations. The CCLBA and the County reserve the right, in their 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 and County. The CCLBA and County may also decide not to complete this project if the circumstances dictate it.

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, the County or any Respondents. The CCLBA and County reserves the right, in their sole discretion, to amend, suspend, terminate, or reissue this RFP in whole or in part, at any stage. In no event shall the CCLBA or County 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 or County 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 and County. 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.

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	
24 CFR 570.609 – Debarred, Ineligible or Suspended Contractors	



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	Detail of abatement process Detail of demolitions process Approach to removing structural walkway Repair of county building facade Certification for Licensing
Safety Plan	25	Detail to safe working environment for all involved Internal approach for Respondent’ worker’s safety Approach to ACM demolition
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 A)	Points	Description
Pricing	35	Based on pricing for two approaches, including abatement and regular demolition AND ACM demolition.

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:

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 vermiculite.

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; Workers Compensation and Employers Liability with limits not less than \$500,000; and Automobile Liability with limits not less than \$1,000,000 per occurrence. The selected Contractor shall agree to indemnify and hold harmless the CCLBA and Calhoun County, 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, the County, or its officer, agents, or employees in connection with said contact.

- a. **Additional Insured** – the CCLBA and Calhoun County shall be added as an additional insured with the following language: "Additional Insured: CCLBA and Calhoun County, all their 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. Abatement and Demolition Plan:

- a. Description of how Respondent will complete the following:
 - i. **Address the window glazing on the 112 windows as well as the vermiculite solid form material it is imbedded in, please include the following:**
 1. How do you plan to abate the window glazing?
 2. How do you plan to abate the vermiculite solid form fill?
 3. How do you plan to investigate other window areas to confirm vermiculite?
 4. What will you do if you find vermiculite in other areas?
 - ii. **How will you proceed with demolition of the old jail, please include the following:**
 1. If the local building official rules that the abatement vermiculite solid form fill material will not compromise the structural integrity of the building, how will you approach this demolition as a regular demolition?
 2. If the local building official rules that the abatement vermiculite solid form fill material will compromise the structural integrity of the building, how will you approach this demolition as an asbestos containing demolition?
 - iii. **Address the walkway that connects the jail to the county building, please include the following:**
 1. How will the demolition occur, will it be by hand or will it be done with machinery;
 2. Will you close off sidewalks, if so, please state the expected length of closure;
 3. How will Respondent’s workers deal with assumed lead paint in the walkway;
 4. As the only handicapped accessible entrance is the ramp on the south side of the County Office Building, would Respondent consider removing the walkway on the weekend or after regular working hours; and
 5. Please include additional pertinent information.
 - iv. **Repair the facade of the county building:**
 1. Will a subcontractor be used, and if so, please include the information your bid packet as well as relevant experience.

6. Safety Plan:

- a. How will Respondent ensure the demolition process is safe to county employees, public citizens visiting the building and surrounding residents;
 - i. Please include details such as restricting access to sidewalks.
- 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 asbestos materials?
- d. How will Respondent ensure all materials are kept wet during the ACM demolition?

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 asbestos containing demolition projects.

- i. Per MIOSA rules, all workers on site will need to have an asbestos license and this includes at least one worker who holds a supervisor's card.

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 highest of Approach 1 or 2 (See Appendix A).

9. **References (See Appendix B):** References should be tailored toward similar projects and should note whether or not they were asbestos containing demolitions and whether or not vermiculite was involved.

10. Non-Collusion Affidavit (see Appendix C):

PART TWO shall include pricing as outlined in Appendix A.

SELECTION PROCESS

The Selection Committee comprised of the CCLBA staff and Calhoun County Purchasing Department staff 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, August 8, 2016**. 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, August 10, 2016**.



SUBMITTAL DUE DATE

Responses to this RFP are due by **3:00pm (local time) on Tuesday, August 16, 2016**. 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. **Three (3) 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
- Abatement and Demolition Plan
- Safety Plan
- Pricing Proposal (Appendix A)
- 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 highest price (either Approach 1 or 2).
- Three References and accompanying project information (Please see and complete Appendix B)
- Non-Collusion Affidavit (Please see and complete Appendix C)

Date submitted: _____

Respondent name: _____

Company name: _____

Contact phone: _____

Contact email: _____

APPENDIX A – Pricing Proposal

PRICING FOR APPROACH #1 AS REGULAR DEMOLITION WITH FULL ABATEMENT	
Project Components	Project Pricing*
Abatement for glazing on 112 windows	\$ /window
Abatement of solid form vermiculite material around the windows	\$ /square footage
Abatement of solid form vermiculite material found elsewhere in the building	\$ /cubic feet
Charge for discovery of unknown asbestos material during regular demolition	\$ sq ft pipe wrap
3 rd Party Air Monitoring	\$ /day
Demolish old jail , identified asphalt/concrete & restore site (NOTE: REGULAR DEMOLITION)	
Disconnect structural walkway (contains lead)	
Restore walls & façade of County Office Building	
Total Project Cost	

PRICING FOR APPROACH #2 AS ACM DEMOLITION WITH ABATEMENT OF WINDOW GLAZING	
Project Components	Project Pricing*
Abatement for glazing on 112 windows	\$ /window
3 rd Party Air Monitoring	\$ /day
ACM Demolition of old jail (including vermiculite solid form fill) , removal of identified asphalt/concrete & restore site	
Disconnect structural walkway (contains lead)	
Restore walls & façade of County Office Building	
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. A minimum number of fifty points under PART ONE is needed to qualify. Abatement should not be included in the demolition costs.*

APPENDIX B - 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 C – 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 _____, 2016 in _____ County, Michigan.



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