

REQUEST FOR PROPOSALS

DEMOLITION CONTRACTORS RFP 2021-001



Through our Agency's Strong Private, Public and Not for Profit Partnerships,
"We are Building Strong Communities with an Exceptional Quality of Life."

INTRODUCTION

A. Overview

This Request for Proposals ("RFP") is being issued by The Housing Authority of the City of Aiken (AHA) of Aiken, SC. AHA seeks proposals from qualified contractors to provide demolition services for the Hahn Village Development, located at 100 Rogers Terrace, Aiken, SC 29801.

Demolition is defined as the demolition and removal of buildings, basements, and foundations, as well as, the demolition and removal of site improvements including, but not limited to, retaining walls, paving and foundation landscaping, as more particularly described herein. The firm selected must have qualified personnel who can address all aspects of the property's demolition. Time is of the essence in the performance of this Scope of Work: demolition and all related work must be completed by **July 2, 2021**.

The Authority reserves the right to reject any and all proposals, to waive any informality and to award the contract in the best interest of the Authority. All expenses involved with the preparation and submission of the proposal shall be borne by the Respondent.

B. General Information

The Housing Authority of the City of Aiken was founded in 1940. The agency operates and maintains low income housing for citizens in Aiken County. The Authority is subsidized by the United States Department of Housing and Urban Development. The Authority determines applicant eligibility for housing assistance. In addition to providing low income housing, the authority aids citizens through rental assistance programs. A seven-person Board of Commissioners, authorized by the laws of the State of South Carolina and appointed by the Mayor, is responsible for the development of housing policy and the authorization of expenditures. AHA's jurisdiction includes the City and County of Aiken.

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C. Property Description

The subject property is located at 100 Rogers Terrace in Aiken, Aiken County, South Carolina 29801. The property is identified by the Aiken County Tax Assessor's Office as map and parcel 120-13-28-004. This property includes 45 brick veneer apartments containing 100 units and 79,758 gross square feet for all buildings. There are 5 different building styles. The apartments are built on concrete slab foundations and have a mixture of hip and gable roofs covered with asphalt fiberglass shingles. Units range from 1 to 4 bedrooms.

Prospective bidders are encouraged to view the property prior to submitting a proposal.

PROFESSIONAL SERVICE REQUIREMENTS

A. Scope of Work (Attachment A)

AHA seeks sealed proposals from qualified respondents to provide demolition services for the Hahn Village Development tracts in the City of Aiken, SC. The Scope of Work is set forth in Attachment A.



B. Additional Requirements

This project will comply with all codes, standards, regulations, and workers' safety rules that are administered by federal agencies (HUD, EPA, OSHA, and DOT), state agencies (State OSHA, SCDHEC, etc.), and any other local regulations and standards (i.e. building codes) that may apply. Any conflict between the applicable codes shall be resolved by following the most stringent of these codes. All proposals shall include all permits, equipment, labor, and materials required to complete this RFP. This includes all demolition/disposal required for satisfactory removal.

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PROPOSAL SUBMISSIONS

Submissions shall include the following:

A. General Firm Information

1. Provide a brief description of your firm, including but not limited to the following:
 - a. Name(s) of the principal(s) of the firm
 - b. Name, telephone number and email address of a representative of the firm authorized to discuss your proposal.
 - c. Address of all offices of the firm.
 - d. Number of Partners, Associates, Contracted personnel and support staff proposed for this project.

B. Experience and Resources

1. Identify the Principal, Partners, Associates and Contracted Personnel that would be involved in providing services to AHA. Provide appropriate background information and identify what their responsibilities would be in serving AHA. Describe your firm and its capabilities. In particular, provide detailed information to support your capacity to perform the Scope of Work.
2. Years of experience and detailed qualifications in performing the range of demolition services on various property types in compliance with Asbestos National Emission Standards for Hazardous Air Pollutants (NESHAP) standards, including team's resumes. Please provide the number of full-time and part-time employees. Past projects will be reviewed to determine if the respondent has successfully completed projects similar in nature and scope. Respondents should provide narrative examples of three (3) projects that are similar in nature to projects described in the RFP.
3. If you engage independent contractors, how many to you intend to hire? Do you intend to cover them with workers compensation? (All independent contractors will be required to have worker's compensation coverage, which will be the responsibility of the respondent)
4. Capacity to complete the demolition of multiple structures within a short period of time.
5. Plan for recycling or waste management of used construction materials in a timely manner.
6. Identify any material litigation, administrative proceedings or investigations in

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which your firm is currently involved. Identify any material litigation, administrative proceedings or investigations, to which your firm or any of its principals, partners, associates, subcontractors or support staff was a party, that has been settled within the past two (2) years.

C. Cost and Delivery Date

1. Please provide a pricing proposal that includes the mobilization (base) charge and the cost for the demolition of the structures, including all labor, materials, products, permits, authorizations, inspections, disposal fees and all other fees and expenses necessary to complete the work. The Contractor will sign a fixed price contract for all work and services.
2. Time is of the essence. Demolition must be completed no later than **Friday, July 2, 2021.**

D. Miscellaneous

1. AHA encourages the participation of persons of color, women, persons with disabilities and members of other federally and State-protected classes. Describe your firm's affirmative action program and activities. Include the number and percentage of members of federally and State-protected classes who are either principals or senior managers in your firm, the number and percentage of members of federally and State-protected classes in your firm who will work on AHA's engagement and, if applicable, a copy of your Minority- or Women-Owned Business Enterprise state certification.
2. Discuss any topics not covered in this Request for Proposals that you would like to bring to AHA's attention.

EVALUATION & SCORING CRITERIA

In evaluating responses to this Request for Proposal, AHA will take into consideration the experience, capacity, and costs that are being proposed by the Respondent. The following Evaluation Criteria will be considered in reviewing submittals:

A. Experience and Capacity

The point system is to evaluate the experience and capacity of the Respondent.

1. Respondents will be awarded up to 25 points for experience and resources when providing demolition services.

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2. Respondents will be awarded up to 25 points for cost and ability to meet delivery timeline.
3. Respondents will be awarded up to 25 points for their experience in meeting Minority Business Enterprise/Women Business Enterprise, Davis-Bacon, and HUD Section 3 requirements.
4. Innovation: Respondents will be awarded up to 25 points for their experience and proposed practices regarding the following:
 - Community hiring
 - Engaging community stakeholders and building effective community partnerships and collaborations
 - Utilizing local suppliers and retailers
 - Sustainability/Green practices
 - Effective schedule and budget management throughout the demolition process

SUBMITTAL REQUIREMENTS

RFP responses must be submitted via hard copy to:

Chanosha Lawton, Chief Executive Officer
The Housing Authority of the City of Aiken
P. O. Box 889
Aiken, SC 29801

Each respondent shall submit one (1) original and two (2) copies of the proposal in a clear, legible, 12-point font format. **Responses not submitted via hard copy will not be considered.** Respondents are advised to adhere to the Submittal Requirements. Failure to comply with the instructions of this RFP will be cause for rejection of submittals.

AHA reserves the right to seek additional information to clarify responses to this RFP. Each response must include the following:

Threshold Requirements

These documents must be submitted and acceptable before AHA will review the Experience and Capacity proposal:

1. Certificate of Good Standing (Corporation) or Certificate of Existence (Limited Liability Company) issued by the Secretary of State (If Respondent is a joint venture, a Certificate of Good Standing or Certificate of Existence, as applicable, must be submitted for each entity comprising the joint venture.)

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2. Evidence of 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.
3. State License and/or Certification
4. Evidence of Financial Stability: All Respondents shall include their most recent financial statements with the proposal response. This information will assist AHA determining the Respondent's financial condition. AHA is seeking this information to ensure that the proposers have the financial stability and wherewithal to assure good faith performance.
5. Three (3) references of related projects, including date of project, contact person and phone number, and a brief description of the project.
6. Conflict of Interest Statement & Supporting Documentation: Respondent shall disclose any professional or personal financial interests that may be a conflict of interest in representing AHA. In addition, all Respondents shall further disclose arrangement to derive additional compensation from various investment and reinvestment products, including financial contracts.

SELECTION PROCESS

The Selection Committee comprised of AHA staff will review qualifications in accordance with the evaluation criteria set forth herein and HUD'S objectives and policies. Proposals that are submitted timely and comply with the mandatory requirements of the RFP will be evaluated in accordance with the terms of the RFP. Any contract resulting from this RFP will not necessarily be awarded to the vendor with the lowest price. Instead, contract shall be awarded to vendor whose proposal received the most points in accordance with criteria set forth in the RFP.

AHA may invite one or more finalists to make presentations. It is important that all information requested in the RFP is included in your submission. Omission of any information may cause the submission to be declined as non-responsive.

By this Request for Proposals, AHA has not committed itself to undertake the work set forth. AHA reserves the right to reject any and all proposals, to rebid the original or amended scope of services and to enter into negotiations with one or more respondents. AHA reserves the right to make those decisions after receipt of responses. AHA's decision on these matters is final.

The final scope of services will be negotiated and modified as site conditions warrant. Ongoing deliverables and modifications to the work scope will be made by AHA staff reporting to our executive team.

QUESTIONS

Any technical questions concerning the request for proposal should be emailed, titled (RFP BIDDER'S QUESTIONS) to: rfp@aikenhousing.org

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CALENDAR OF EVENTS/SUBMISSION

Listed below are the important actions and dates/times by which the actions must be taken or completed. If AHA finds it necessary to change any of these dates, it will be done by addendum.

January 27, 2021	Issue Date
February 3, 2021	12:00 PM EST Deadline for questions regarding RFP
February 8, 2021	AHA final responses to questions
February 15, 2021	6:00 PM EST proposal submission deadline
February 26, 2021	Notification of Award
July 2, 2021	Completion of Demolition

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FORM OF NON-COLLUSIVE AFFIDAVIT

STATE OF SOUTH CAROLINA

COUNTY OF AIKEN

_____, being first duly sworn, deposes and says that he/she is

(a partner or officer of the firm of, etc.)

The party making the foregoing proposal or bid, that such proposal or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person to fix the bid price of affiant or of any other bidder, or to fix any overhead, profit, or cost element of said bid price, or of that of any other bidder, or to secure any advantage against

THE HOUSING AUTHORITY OF THE CITY OF AIKEN

or any person interested in the proposed Contract; and that all statements in said proposal or bid are true.

Signature of Bidder, if Bidder is an Individual

Signature of Bidder, if Bidder is a Partnership

Signature of Officer, if Bidder is a Corporation

Subscribed and sworn to before me this ___ day of _____, 2021

Notary Public

My Commission expires _____

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Conflict of Interest Disclosure Form

Note: A potential or actual conflict of interest exists when commitments and obligations are likely to be compromised by the nominator(s)' other material interests, or relationships (especially economic), particularly if those interests or commitments are not disclosed.

This Conflict of Interest Form should indicate whether the nominator(s) has an economic interest in, or acts as an officer or a director of, any outside entity whose financial interests would reasonably appear to be affected by the addition of the nominated condition to the newborn screening panel. The nominator(s) should also disclose any personal, business, or volunteer affiliations that may give rise to a real or apparent conflict of interest. Relevant Federally and organizationally established regulations and guidelines in financial conflicts must be abided by.

Individuals with a conflict of interest should refrain from submitting a proposal.

Date: _____

Name: _____

Position: _____

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

_____ I have no conflict of interest to report.

_____ I have the following conflict of interest to report. Please specify other nonprofit and for-profit boards you (and your spouse) sit on, any for-profit businesses for which you or an immediate family member are an officer or director, or a majority shareholder, and the name of your employer and any businesses you or a family member own:

1. _____

2. _____

3. _____

I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Signature: _____

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Date: _____

RFP SUBMITTAL REQUIREMENTS CHECKLIST

Please provide checklist with response to RFP

- Certificate of Good Standing (Corporation) or Certificate of Existence (Limited Liability Company) issued by the Secretary of State (If Respondent is a joint venture, a Certificate of Good Standing or Certificate of Existence, as applicable, must be submitted for each entity comprising the joint venture.)
- Evidence of Insurance
- State License and/or Certification
- Evidence of Financial Stability (most recent financial statements)
- References
- Conflict of Interest Statement & Supporting Documentation
- Description of Company *
- Experience and Capacity of Company *
- Pricing Proposal *
- Capacity to Complete Demolition*
- MBE/WBE, Local Hiring, HUD Section 3, if applicable*

*This information is the main substance for the selection criteria stated under the Evaluation and Scoring Section

ATTACHMENT A

SCOPE OF WORK

DEMOLITION REQUIREMENTS AND SPECIFICATIONS

The Housing Authority of the City of Aiken (AHA) seeks to engage qualified building demolition contractors to demolish a vacant, Low Rent Public Housing property located at 100 Rogers Terrace Aiken, SC 29801 (the "Property"). Demolition work will include the demolition and removal of building, basements, and foundations, as well as the demolition and removal of site improvements and foundation landscaping, as more particularly described below. Time is of the essence in the performance of this Scope of Work: demolition and all related work must be completed by **July 2, 2021**. The successful respondent shall be referred to herein as the "Contractor."

CONTRACT

The Request for Proposals to which this Scope of Work is attached, and of which this Scope of Work is a material part, together with Contractor's proposal, shall form the basis of a service contract to be entered into by the parties.

SUMMARY

This Scope of Work includes the following components with respect to the Property:

1. Removal and disposal of asbestos in accordance with State of South Carolina Asbestos Abatement Specifications and the federal Clean Air Act (and all implementing regulations).
2. Demolition and removal of building, basements, concrete/ asphalt slabs, and foundations.
3. Demolition and removal of site improvements, including but not limited to foundation, parking slab, retaining wall, concrete sidewalk. Concrete sidewalk is limited to the portion adjacent to the buildings and not the City-controlled sidewalks.
4. Installation of soil erosion-sedimentation control as required by state regulation.
5. Filling of the demolition site with clean lead-free gravel to meet site requirements, compact the lead-free gravel as necessary to stabilize the material and eliminate excessive settling, and cover with screened loam.

DEFINITIONS

Remove: Remove and legally dispose of items except those indicated to be reinstalled, salvaged, or to remain the property of AHA.

Existing to Remain: Protect items indicated to remain against damage during demolition.

QUALITY ASSURANCE

Contractor shall comply with all applicable EPA, state and local notification regulations before starting demolition. Contractor shall comply with hauling and disposal regulations of authorities having jurisdiction; all other codes, standards, regulations, and workers' safety rules that are administered by federal agencies (HUD, EPA, OSHA, and DOT) or state agencies (State OSHA, SCDHEC, etc.); and any other local regulations and standards (i.e. building codes) that may apply. The demolition contractor must secure all local permits. By submitting a proposal, Contractor affirms that they have familiarized themselves with the legal requirements (federal, state, and local laws, ordinances, rules and regulations) and other conditions which may affect performance of this Scope of Work.

PROJECT CONDITIONS

The buildings to be demolished are vacant. AHA shall make its best efforts to maintain the site conditions existing at the time of inspection for bidding purposes.

Contractor must comply with any/all required demolition permits required by local authorities and ordinances. Contractor will not be permitted to store any removed items or materials on-site.

EXAMINATION

Contractor must survey existing site conditions and make an independent determination as to the extent of demolition required and the existence of any hazardous materials or conditions. Contractor must survey the condition of the buildings to determine whether removing any element might result in a structural deficiency or unplanned collapse of any portion of the structure or adjacent structures during demolition. Contractor must perform regular site examinations as the work progresses to detect hazards resulting from demolition activities.

PREPARATION

Contractor must secure all necessary permits to cut and / or cap all utilities including water, gas, electricity, and sewer; contact South Carolina (SC) 811 and coordinate identification of all underground utilities; and consult with Dominion Energy to coordinate the protection of power lines located adjacent to and on the property.

Contractor must make all preparations to secure and protect the following components, which shall survive all demolition work and remain on the Property: the existing trees and fences located on the Property.

Contractor must drain, purge, or otherwise remove, collect, and dispose of chemicals, gases, explosives, acids, flammables, or other dangerous materials before proceeding with demolition operations.

Contractor must employ a certified, licensed exterminator to treat the buildings and to control rodents and vermin before and during demolition operations.

Contractor shall not obstruct streets, walks, or other adjacent occupied or used facilities without permission from AHA and authorities having jurisdiction. Contractor shall provide alternate routes around closed or obstructed traffic ways if required by governing regulations. Furthermore, Contractor shall arrange for police detail as required during demolition activities.

Contractor must erect temporary protection such as walks, fences, railings, canopies, and covered passageways, where required by authorities having jurisdiction.

EXPLOSIVES

The use of explosives will not be permitted.

POLLUTION CONTROLS

Under the authority of Section 112 of the Clean Air Act, as amended, 42 U.S.C. 1857 (C-7) (the "Clean Air Act"), the U.S. Environmental Protection Agency ("EPA") promulgated National Emission Standards for Hazardous Air Pollutants. See 38 F.R. 8820. Asbestos was designated a hazardous air pollutant, and standards were set for its use and to control asbestos emissions. It was determined that one significant source of asbestos emissions was the demolition of certain buildings and structures. In keeping with the Clean Air Act, Contractor shall cooperate with EPA personnel and allow EPA personnel to freely enter the demolition site, review any records, inspect any demolition method, and sample or observe any emissions.

All demolition operations conducted by Contractor are to be in compliance with applicable provisions of Section 112 of the Clean Air Act and 40 C.F.R. Part 61.

By responding to this RFP Contractor acknowledges that Sections 113(c)(1) and (2) of the Clean Air Act carry penalties and fines for non-compliance.

Contractor must use water mist, temporary enclosures, and other suitable methods to limit the spread of dust and dirt. Contractor must comply with all applicable environmental protection regulations.

Contractor must not create hazardous or objectionable conditions, such as ice, flooding, and pollution, when using water.

Contractor must remove and transport debris only in a manner that will prevent spillage on adjacent surfaces and areas.

Contractor must clean adjacent buildings and improvements of dust, dirt and debris caused by demolition operations, and return adjacent areas to the conditions existing before the start of demolition.

Contractor shall limit hours of operation, including staging and set up, to Monday through Friday during the hours of 8:00 a.m. to 6:00 p.m. Special hours of operation outside the normal hours must be approved in advance by AHA. Contractor shall limit noise pollution at all times to prevent objectionable conditions.

DEMOLITION

Building Demolition: Subject to the exceptions listed above, Contractor shall demolish all buildings, structures, facilities, and other debris (including brush) that comprise the Property, and completely remove same from the site. Contractor shall perform demolition operations in accordance with all applicable laws and regulations and the following general policies:

- Ensure minimum interference with roads, streets, walks, and other adjacent occupied and used facilities. Conduct demolition operations to prevent injury to people and damage to adjacent buildings and facilities to remain. Ensure safe passage of people around demolition area.
- Dispose of demolished items and materials promptly. On-site storage of removed items is prohibited.
- Break up and remove concrete and asphalt slabs on grade, unless otherwise shown to remain.
- Remove air-conditioning equipment without releasing refrigerants.
- Remove structural framing members to ground to avoid free fall and to prevent ground impact and dust generation.

Below-Grade Construction: Demolish foundation walls and other below-grade construction, as follows:

- Below grade structures, foundation and slab shall be totally removed.
- Filling Below-Grade areas: Completely fill below-grade areas and voids resulting from demolition of buildings and pavements with lead free gravel.

Special Conditions: The Contractor shall preserve all surrounding buildings and property. Contractor should note the proximity of surrounding buildings. *Any* damage to surrounding buildings or property will be promptly repaired by the Contractor at its sole expense.

DISPOSAL OF DEMOLISHED MATERIALS

General: Contractor must promptly and properly dispose of demolished materials. Contractor may not allow demolished materials to accumulate on-site, and may not burn demolished materials.

Landfill Disposal: Contractor shall transport all demolished materials off-site and legally dispose of them. **Contractor must supply AHA with copies of all landfill and disposal receipts.**

PAYMENT

Payment for services will be negotiated with the successful respondent pursuant to the RFP process. AHA will maintain a 10% retainage to be released 30 days after completion. Final payment shall not be released until Contractor has completed all punch list items, all inspections have been completed and contractor has fulfilled all obligations set forth herein and in the contract.

Proposal Form

Demolition of Structures Located at:
100 Rogers Terrace
Aiken, SC 29801

TOTAL PROPOSAL _____ dollars;
(total contract price amount in words)

OR

\$ _____ .00

PROJECT DURATION: Start Date: _____

Completion Date: _____

Submitted By:

Company Name

Address

City _____, State _____

Zip _____

Signature/Title Printed

Date: _____