



**REQUEST FOR PROPOSALS
BUILDING ASBESTOS ABATEMENT SERVICES**

Date Issued: March 11, 2022

Due: Tuesday, March 31, 2022 @3:00pm

To Whom It May Concern:

The Greater Mohawk Valley Land Bank, Inc. (GMVLB) is a local public authority and nonprofit committed to the acquisition and rehabilitation of local abandoned and distressed structures, and the revitalization of neighborhoods in the Mohawk Valley Region. The GMVLB is requesting proposals to perform asbestos abatement services for the following addresses: 79, 82, and 86 Lester Ave, Ilion, NY 13357.

A. Instructions to Bidders

Name of the Bid:	Lester Ave Asbestos Abatement
Deadline for Questions:	Friday, March 18, 2022 @5:00pm
Deadline for Bid Submittal:	Thursday, March 31, 2022 @3:00pm
Public Bid Opening:	Friday, April 1, 2022 @ 9:30am
Bids Shall Be Submitted to:	Greater Mohawk Valley Land Bank P.O. Box 53 Little Falls, NY 13365
Method of Submittal:	Confirmed Mail Delivery or In-Person
Contact Person, Title:	Tolga Morawski, Executive Director
E-mail for Questions:	info@gmvlb.org
Phone for Questions:	315-823-0814

Bids must be received by the Greater Mohawk Valley Land Bank by Thursday, March 31, 2022 at 3:00 pm in order to be considered. If you wish to bid, please submit your proposal in a mailing container or envelope which is plainly marked on the outside with the notation: 'BID ENCLOSED – LESTER AVE ASBESTOS ABATEMENT' and send it certified delivery or hand delivered so that it is guaranteed to arrive by the due date. Late submissions will not be accepted and returned to the proposer unopened.

Prospective Bidders may view the property prior to bidding by scheduling an appointment with the Contact Person. Prospective bidders and their agents will be permitted to investigate the project sites as necessary by appointment with the Contact Person prior to Tuesday, March 29, 2022 @5:00pm. They must satisfy themselves by personal examination of the location of the proposed work, and by such other means as they deem necessary, as to the actual conditions and requirements of the work and as to the actual quantities required for project completion. Prices bid shall include all costs for the work set out in the Conditions of this RFP.

B. Consultant Qualifications

The selected consultant and/or contractor must be appropriately licensed by the NYS Department of Labor, utilizing workers properly trained and certified by the NYS Department of Labor and authorized to perform the requested services. The successful bidder shall be required to provide for itself and maintain at its own cost and expense until the completion of the work the following forms of insurance:

- A. Commercial General Liability coverage with limits of liability not less than One Million Dollars (\$1,000,000.00) per occurrence and not less than Two Million Dollars (\$2,000,000.00) annual aggregate, and \$2,000,000 products/completed operations aggregate.
- B. Comprehensive Automobile Liability coverage on owned, hired, leased, or non-owned autos with limits not less than \$1,000,000 combined for each accident because of bodily injury sickness or disease, sustained by any person, caused by accident, and arising out of the ownership, maintenance or use of any automobile for damage because of injury to or destruction of property, including the loss of use thereof, caused by accident and arising out of the ownership, maintenance or use of any automobile.
- C. Workers' Compensation and Employers' Liability in form and amounts required by law.
- D. If the Subcontractor will be involved in any environmental remediation of any kind, the Subcontractor must have Environmental Pollution Liability Insurance with a \$1,000,000 limit to new construction projects or demolition.

The GMVLB and Village of Ilion shall be named as additional insured, have subrogation waived endorsement, and endorsement requiring the carrier to give at least 30 days' prior notice of cancellation on all the policies required by subparagraphs (A, B, C, and D) above. Use the following on Acord 25 forms:

Greater Mohawk Valley Land Bank
P.O. Box 53
Lester Ave Asbestos Abatement RFP

Little Falls, NY 13365

Village of Ilion
49 Morgan St.
Ilion, NY 13357

79 Lester Ave, 82 Lester Ave, and 86 Lester Ave, Ilion, NY 13357 shall also be listed as project address on Acord 25.

The successful bidder shall furnish certificates of insurance to the GMVLB and Village of Ilion and corresponding policy endorsements setting forth the required coverage hereunder prior to commencing any work. All insurance required shall be primary and non-contributing to any insurance maintained by the GMVLB and Village of Ilion. The successful bidder shall ensure that any subcontractors hired carry insurance with the same limits and provisions provided herein. The successful bidder agrees to cause each subcontractor to furnish the GMVLB and Village of Ilion with copies of certificates of insurance and the corresponding policy endorsements setting forth the required coverage hereunder prior to any such subcontractor commencing any work.

C. Indemnification

The successful contractor shall defend, indemnify and save harmless the GMVLB, its employees and agents, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorneys' fees) arising out of, or in consequence of, any negligent or intentional act or omission of the successful contractor, its employees or agents, to the extent of its or their responsibility for such claims, damages, losses and expenses.

D. Terms and Conditions

The Contractor must review the Terms and Conditions and provide support that the Contractor has enough experience and expertise as necessary to comply with the Terms and Conditions. The work to be performed consists of abatement services as directed by GMVLB within each subject property boundary. The properties are referred to as the "project sites" or "properties" and consists of the entire surveyed boundary of each address. The work to be bid includes the asbestos abatement of the following residential properties:

79 Lester Ave
Ilion, NY 13357
Tax Map ID: 120.46-3-28

82 Lester Ave

Ilion, NY 13357
Tax Map ID: 120.45-2-73

86 Lester Ave
Ilion, NY 13357
Tax Map ID: 120.45-2-74

The Contractor shall be responsible for compliance with all Federal, State, and municipal requirements related to asbestos abatement, including, but not limited to, requirements of the Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), New York State Department of Environmental Conservation (DEC), and New York State Department of Transportation (DOT). Records of compliance and proper disposal of asbestos containing products must be forwarded to GMVLB within 30 days of project completion. It shall be the Contractor's responsibility to secure the project site while they are performing work by whatever means necessary to protect people from danger.

The buildings currently have no electricity, water, or sewer services, and these utilities will not be available at the time of requested service. It is the contractor's responsibility to verify availability and/or connections for such services if they are required to perform the scope of work but are not available during scheduled work activities.

GMVLB will contract directly with an asbestos Project Monitor.

The Contractor shall file the Waiver of Notification Forms with the New York State Department of Labor on behalf of GMVLB therefore waiving any notification fees required. **Do not include any notification fees in your proposal.**

This is not a prevailing wage project.

Asbestos Surveys

Asbestos surveys were performed in March 2019 by CT Male & Associates. The reports identified positive samples for asbestos containing materials (ACM). These materials will be abated by a licensed asbestos contractor selected through this RFP. Each report is available on our website listed below this solicitation and it is the bidder's responsibility to review the reports and verify quantities and locations prior to bidding.

E. Scope of Work

ACM to be abated includes all asbestos identified in each report in anticipation of demolishing the building. It is the abatement contractor's responsibility to verify quantities and locations of ACM for the purpose of submitting a proposal.

NOTE: the report for 79 Lester Ave states that no ACM was present, however, further discovery uncovered what appears to be friable duct wrap going up a couple interior wall channels. The bidder shall verify and quantify ACM material for abatement.

All debris created during the asbestos abatement must be removed.

Removal of Asbestos Containing Materials ("ACMs"), as that term is defined by the U.S. Environmental Protection Agency, which consists of material that is greater than 1% by weight of asbestos. Locations, types, and quantities of ACM can be found by reviewing the asbestos survey report (Appendix A) conducted in compliance with New York State Department of Labor Industrial Code Rule 56 requirements. GMVLB must be notified immediately if an unforeseen issue is discovered through the process of asbestos abatement. Contractor shall follow all protocols for the removal, handling, transportation, recording, and reporting of ACM activities with GMVLB and appropriate state and municipal government agencies.

In addition, the abatement contractor shall be responsible for:

- a. Becoming familiar with the location of the material to be removed for each structure;
- b. Perform all work in accordance with Part 56 Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York (Cited as 12 NYCRR Part 56) and all Local and Federal Regulations;
- c. Touring the work area with the Project Monitor or GMVLB representative and agreeing on pre-abatement conditions of each work area and/or structure;
- d. Erecting and inspecting the critical barriers and decontamination enclosure systems;
- e. Meeting with the Project Monitor, GMVLB, or our representative daily to review work progress, solve problems, and adjust procedures;
- f. Coordinating all work with the Project Monitor;
- g. Keeping the daily log of on-site inspections concerning compliance with the specifications. The log will list the names of all persons entering the work area. The log will also show the worker's license identification cards were checked to ensure that all workers are licensed by New York State;
- h. Remove and dispose of all friable asbestos containing material and non-friable materials that could become friable during demolition as identified in the asbestos survey in accordance with 12 NYCRR part 56.;
- i. Decommissioning all enclosures and barriers following abatement of the structures with appropriate disposal of this material.

F. Selection Criteria & Process

The Greater Mohawk Valley Land Bank, Inc. may elect to interview potential consultants in person and these consultants would be notified accordingly. It is expected that a final proposal selection will be made on Friday, April 1, 2022. However, the GMVLB reserves the right to extend the deadline for submissions and bidder.

The organization's selection of a consultant shall be based on the following criteria:

- Demonstrated experience and expertise with reasonably similar projects.
- References, including current and/or past clients.
- Understanding of the program and the needs of the organization.
- Comprehensiveness of proposed services.
- Price.

All information will be reviewed carefully. The GMVLB reserves the right to select the contractor whom is evaluated to be best qualified for the work associated with this project. Upon award of the bid, the GMVLB will work with the successful bidder to execute a contract as soon as possible. A written contract will be presented for signing and project work forms will be used. If the GMVLB is unable to reach an agreement with the successful bidder within a reasonable time period, the bid will be awarded to another party.

G. General Conditions

1. Non-Collusive Certification

By submission of this RFP, each contractor and each person signing on behalf of any contractor certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

- (1) The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other contractor or with any competitor; and
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the contractor and will not knowingly be disclosed by the contractor prior to opening, directly or indirectly, to any other contractor or to any competitor; and
- (3) No attempt has been made or will be made by the contractor to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

2. MWBE Promotion

It is the policy of the GMVLB that Minority-Owned Business Enterprises (MBE) and Women-Owned Business Enterprises (WBE) are afforded the maximum opportunity to participate in the performance of contracts. It is also the GMVLB's goal to award Procurement Contracts to those procurement contractors who have evidenced compliance with the laws of the State of New York prohibiting discrimination in employment.

3. SDVOB Promotion

It is the policy of the GMVLB that Service-Disabled Veteran Owned Businesses (SDVOBs) are afforded the maximum opportunity to participate in the performance of contracts. It is also the GMVLB's goal to award Procurement Contracts to those procurement contractors who have evidenced compliance with the laws of the State of New York prohibiting discrimination in employment.

4. Affirmative Action

As required by Executive Law § 312, and in compliance with the GMVLB's procurement policy, any contractor awarded a procurement contract more than \$25,000 for services rendered to the GMVLB must acknowledge this affirmative action policy and agree to implement the same by making every reasonable effort to award any subcontracts to MBEs and WBEs and to utilize minority and labor in the performance of any agreement that is awarded to the contractor. Specifically, any contractor awarded a contract more than \$25,000 dollars will be expected to abide by the following provisions:

- a. The contractor will not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status, and will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. For purposes of this section, affirmative action shall mean recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation.
- b. At the request of the contracting agency, the contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the contractor's obligations herein.
- c. The contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the MWBE Threshold Contract, all qualified applicants

will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status

5. Non-Discrimination Policy

In accordance with Article 15 of N.Y. Executive Law (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor agrees that neither it nor any of its subcontractors shall, by reason of age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics or marital status refuse to hire or employ or to bar or to discharge from employment such individual or to discriminate against such individual in compensation or in terms, conditions or privileges of employment.

H. Submission Requirements

1. Primary Contact: Provide the name and contact information for the firm and the person representing the firm including firm mailing address, firm and agent phone number(s), firm website, and agent email address.
2. Project Team Qualifications: Provide a summary of professional qualifications for the consultant firm and personnel to be involved with the work. Provide responsibilities and resumes for each team member. When sub-contractors are included as a part of the project team provide similar information for each firm and individual.
3. Relevant Project Experience & References: List at least three comparable projects successfully completed by the consultant and provide the names and contact information for persons familiar with the firm's work who may be contacted as references.
4. Project Fixed Pricing: Provide a fixed project price separated by each address. Also indicate the cost for sub-contractors if they are used for any activity associated with completing the scope of work.
5. Schedule: Please provide a suggested project schedule for consideration. Project schedule should include proposed start date and timeline for completion including the amount of days air monitoring will be required. It is our intention to complete the work in the spring/early summer.

Failure to follow and submit all items above may result in proposal disqualification.

The GMVLB may waive at its discretion any informalities or minor defects or reject any and all bids. Any bid may be withdrawn prior to the scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. Should there be reasons why the contract cannot be awarded within the specified period; the time may be extended by mutual agreement between the GMVLB and the Contractor.

I. Submission

Please submit a printed copy of your proposal in a sealed envelope to:

**Greater Mohawk Valley Land Bank
Attn: Lester Ave Asbestos Abatement RFP
P.O. Box 53
Little Falls, NY 13365**

Proposals will be opened publicly at GMVLB office located at 500 E Main St, Suite 2A, Little Falls, NY 13356 on Friday, April 1, 2022 at 9:30 am. **Persons wishing to attend must notify the Contact due to office restrictions.** This Request for Proposals does not obligate the Greater Mohawk Valley Land Bank, Inc., to reimburse any respondent for any costs incurred in the preparation of submission of a proposal, nor bind the GMVLB in any way.

I. Payment

Payment for the requested asbestos services authorized under contract will be paid for upon receipt of an original invoice within thirty (30) days and after all services are delivered, inspected and accepted by the Contact Person.

The invoice shall clearly state:

1. The Contractor name,
2. The address of the structure,
3. Description of work performed, and
4. Date(s) of services

Invoices shall be billed to: Greater Mohawk Valley Land Bank
Invoices shall be mailed to: P.O. Box 53, Little Falls, NY 13365

Final payment will not be made until a passing Final Inspection has been given by the Contact Person. The GMVLB may withhold payment for reasons including, but not limited to the following: unsatisfactory job performance or progress, defective work, disputed work, failure to comply with material provisions of the contract, third party claims filed or reasonable evidence that a claim will be filed or other reasonable cause.

J. Questions

Please direct all questions to Tolga Morawski, Executive Director - 315-823-0814 or info@gmvlb.org by Friday, March 18, 2022 @5:00pm. All questions and answers will be answered directly and will be posted on the RFP page on our website below this

solicitation on Monday, March 21, 2022. Access to the buildings for inspection can be arranged by calling the Contact.

By: Tolga Morawski
Executive Director
Greater Mohawk Valley Land Bank, Inc.