



Rhode Island Housing
working together to bring you home

**Request for Proposals
for
Building Demolition Services
241 Pocasset Avenue, Providence, Rhode Island**

INTRODUCTION

Through this Request for Proposals (“RFP”), Rhode Island Housing seeks proposals from qualified building demolition contractors to assist Rhode Island Housing’s Real Estate Owned Department in the demolition of a vacant, multi-family property located at 241 Pocasset Avenue, Providence, Rhode Island. 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 herein. The firm selected must have qualified personnel who can represent Rhode Island Housing in all aspects of property demolition.

INSTRUCTIONS

Please submit two (2) originals and two (2) copies of your proposal to Rhode Island Housing, 44 Washington Street, Providence, RI 02903-1721, Attn: Guy V. Pirolli, Real Estate Manager. Proposals should be concise and include all attachments and work samples. Proposals must be presented on business letterhead.

Proposals must be postmarked and received no later than **5:00 p.m. on Friday, May 9, 2014.**

Respondents are advised that all submissions (including those not selected for engagement) may be made available to the public on request upon completion of the process and award of a contract(s). Accordingly, any information included in the proposal that the respondent believes to be proprietary or confidential should be clearly identified as such.

On Site Inspection

There will be a pre-bid on site inspection on Thursday, May 1, 2014 at 10:00 AM. Prospective bidders are encouraged to attend to view conditions.

SCOPE OF WORK

The Scope of Work is set forth in Attachment A.

ITEMS TO BE INCLUDED WITH YOUR PROPOSAL

A. General Firm Information

1. Provide a brief description of your firm, including but not limited to the following:
 - a. Name 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 Rhode Island Housing. Provide appropriate background information and identify what their responsibilities would be in serving Rhode Island Housing. Describe your firm and its capabilities. In particular, 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 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. Please provide the number of properties your company has boarded in the past year.
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 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, May 30, 2014.**

D. Miscellaneous

1. Rhode Island Housing 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 Rhode Island Housing'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 Rhode Island Housing's attention.

E. Certifications

1. Rhode Island Housing insists upon full compliance with Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors. This law requires State Vendors entering into contracts to provide services to an agency such as Rhode Island Housing, for the aggregate sum of \$5,000 or more, to file an affidavit with the State Board of Elections concerning reportable political contributions. The affidavit must state whether the State Vendor (and any related parties as defined in the law) has, within 24 months preceding the date of the contract, contributed an aggregate amount in excess of \$250 within a calendar year to any general officer, any candidate for general office, or any political party.
2. Does any Rhode Island "Major State Decision-maker," as defined below, or the spouse or dependent child of such person, hold (i) a ten percent or greater equity interest, or (ii) a Five Thousand Dollar or greater cash interest in this business?

For purposes of this question, "Major State Decision-maker" means:

(i) All general officers; and all executive or administrative head or heads of any state executive agency enumerated in § 42-6-1 as well as the executive or administrative head or heads of state quasi-public corporations, whether appointed or serving as an employee. The phrase “executive or administrative head or heads” shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel or chief of staff;

(ii) All members of the general assembly and the executive or administrative head or heads of a state legislative agency, whether appointed or serving as an employee. The phrase “executive or administrative head or heads” shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel or chief of staff;

(iii) All members of the state judiciary and all state magistrates and the executive or administrative head or heads of a state judicial agency, whether appointed or serving as an employee. The phrase “executive or administrative head or heads” shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel, chief of staff or state court administrator.

If your answer is “Yes,” please identify the Major State Decision-maker, specify the nature of their ownership interest, and provide a copy of the annual financial disclosure required to be filed with the Rhode Island Ethics Commission pursuant to R.I.G.L. §§36-14-16, 17 and 18.

3. Please include a letter from your president, chairman or CEO certifying that (i) no member of your firm has made inquiries or contacts with respect to this Request for Proposals other than in an email or written communication to **Guy V. Pirollo, Real Estate Manager, gpirollo@rhodeislandhousing.org** seeking clarification on the Scope of Work set forth in this proposal, from the date of this RFP through the date of your proposal, (ii) no member of your firm will make any such inquiry or contact until after **May 9, 2014**, (iii) all information in your proposal is true and correct to the best of her/his knowledge, (iv) no member of your firm gave anything of monetary value or promise of future employment to a Rhode Island Housing employee or Commissioner, or a relative of the same, based on any understanding that such person’s action or judgment will be influenced and (v) your firm is in full compliance with Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors.

EVALUATION AND SELECTION

A selection committee consisting of Rhode Island Housing employees (the “Committee”) will review all proposals and make a determination based on the following factors:

- Professional capacity to undertake the Scope of Work
- Thorough knowledge of on site conditions and scope of work.
- Proposed cost.
- As time is of the essence, ability to complete the project by **Friday, May 30, 2014.**
- Previous work experience and performance with Rhode Island Housing and/or similar organizations.
- References.
- Other pertinent information submitted.

Rhode Island Housing 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, Rhode Island Housing has not committed itself to undertake the work set forth. Rhode Island Housing 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. Rhode Island Housing reserves the right to make those decisions after receipt of responses. Rhode Island Housing’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 Rhode Island Housing staff reporting to our executive team.

For additional information contact: Guy V. Pirolli, gpirolli@rhodeislandhousing.org or 401-457-1290.

ATTACHMENT A

SCOPE OF WORK DEMOLITION REQUIREMENTS AND SPECIFICATIONS

Rhode Island Housing seeks to engage qualified building demolition contractors to assist Rhode Island Housing's Real Estate Owned Department in the demolition of a vacant, multi-family property located at 241 Pocasset Avenue, Providence, Rhode Island (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 **May 30, 2014**. 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 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 Rhode Island 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 building and not the City-controlled sidewalks at the front and right of the lot.
4. Installation of soil erosion-sedimentation control as required by DEM regulation.
5. Filling of the demolition site with clean lead free gravel of 1" or less, to meet existing site grades, compacted as necessary to stabilize the material and eliminate excessive settling, and cover with at least 3" of screened loam.

DEFINITIONS

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

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, DEM, DOH, 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 building to be demolished is vacant. Rhode Island Housing 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 Dig Safe and coordinate identification of all underground utilities; and consult with National Grid to coordinate the protection of power lines adjacent to the building.

Contractor must make all preparations to secure and protect the following components, which shall survive all demolition work and remain on the Property: (1) the existing tree located at the front of the Property; (2) fences at the left, and rear of 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 building 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 Rhode Island Housing 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 omissions.

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, including DEM Regulation #5 – Fugitive Dust.

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 Rhode Island Housing. 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:

- Basement Excavation
- Below grade structures, foundation and basement 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 to meet existing site grades.

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 Rhode Island Housing with copies of all landfill and disposal receipts.**

PAYMENT

Payment for services will be negotiated with the successful respondent pursuant to the RFP process. Rhode Island Housing will maintain a 10% holdback 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
(SAMPLE)**

Demolition of Structures Located at:
241 Pocasset Avenue
Providence, Rhode Island

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: _____