

JAMES ISLAND PUBLIC SERVICE DISTRICT
1739 Signal Point Road
Charleston, SC 29412
Phone (843) 795-9060 / Fax (843) 762-5240

Request for Proposals

DATE: 3/11/2019

SOLICITATION NUMBER: FAC 2019-01

DESCRIPTION: **Asbestos Abatement for 1104 & 1108 Folly Road**

OPENING DATE/TIME: **March 28, 2019 @ 2:00 PM**

LOCATION: 1739 Signal Point Road
Charleston, SC 29412

DIRECT ALL INQUIRES TO: David Major, Facilities Maintenance Specialist.
Email: majord@jipsd.org

Note(s) to Offerors:

- This solicitation does not commit the James Island Public Service District (JIPSD) to award a contract, to pay any cost incurred in the preparation of applications submitted, or to procure or contract for the services.
- All proposals must be submitted under sealed cover and *mailed*, or *hand delivered* to:
James Island Public Service District
Attn: James G. Game, MBA, Interim CFO
PO Box 12140 / 1739 Signal Point Road
Charleston, SC 29422
Email gamej@jipsd.org

Each sealed envelope containing a proposal shall be marked on the outside with the Offeror's complete name, address, and proposal number.

- The Proposal Form, Safety Certification, Bonding and Insurance must be included in the proposal package.
- If you plan to submit a response to this solicitation, after downloading, you must send an email to James Game, Interim CFO at the email address listed above so that your company can be added to the mail-list to receive any future amendments. Include the solicitation number, company name, phone number, fax number and email address.

- JIPSD reserves the right to reject proposals of any offeror who does not meet the qualifications of having adequate capital, equipment, and organization to undertake the work; to reject proposals that contain any omissions, alteration, condition, or limitation, or that show any other irregularity of any kind; to accept any proposal, whether or not the lowest, or to reject any or all proposals as the interest of JIPSD.

Part I. INTRODUCTION RFP #: FAC 2019-01

Vendors are required to submit written proposals that present the vendor's qualifications and understanding of the work to be performed. The vendor's proposal should be prepared simply and economically and should provide all the information it considers pertinent to its qualifications for the Specifications listed herein. Emphasis should be placed on completeness of services offered and clarity of content.

General Instructions for Proposal

a) Proposal Content - A completed proposal must contain the following:

- **Proposal Form & Signature Page**-the proposal form and signature page must be completed and signed by an individual authorized to bind the vendor. All proposals submitted without such proposal form and signature page may be deemed nonresponsive.
- **References**-Proposals shall include a list of three (3) references including name, address, phone number and contact person. JIPSD reserves the right to contact references other than, and/or in addition to, those furnished by a vendor.

b) Proposal Period-Proposal prices are to be firm for ninety (90) days.

c) Proposal Award-It is the intent of JIPSD to accept the lowest responsible proposal, provided it has been submitted in accordance with the proposal documents. If a proposal is selected it will be the most advantageous regarding price, quality of service, the Vendors qualifications and capabilities to provide the specified service, and other factors which the JIPSD may consider. JIPSD reserves the right to accept or reject any or all proposals and to waive irregularities therein.

Proposal Instructions Request for Proposal for Asbestos Abatement

1. Based on the requirements and provider qualifications please provide two (2) copies of the proposal to JIPSD.
2. Complete Proposal Form and Signature Page
3. Complete Reference Form

Part II. SPECIFICATIONS RFP #: FAC 2018-2

JIPSD is seeking a qualified environmental professional or qualified firm to conduct asbestos abatement of the listed properties (for site photos refer to Attachment A). A pre-demolition asbestos survey was completed by Trident Environmental Services, Inc, and the results are included as Attachment A of this RFP. Scope of Services: Contractors interested in obtaining a contract with JIPSD for providing asbestos abatement shall prepare a written bid to include, but not limited to, the following:

- A quote on the removal of the asbestos identified in the asbestos survey report (Attachment A).
- Removal and disposition of asbestos shall be in accordance with industrial standards as well as all Federal, State, and local regulations.
- All materials identified as asbestos containing must be removed and disposed of by properly trained personnel.

Optional bid item is the complete demolition of both houses to the slab. Slabs will be removed during the construction phase of the contract.

A. Regulations and Codes:

To the extent applicable, all equipment or materials shall comply with State of South Carolina regulations, Federal regulations, and OSHA requirements, to include EPA standards and City safety codes.

B. Contractors Liability Insurance:

The contractor shall obtain and maintain in full force and effect during the term of the contract, commercial general liability coverage with insurance carriers admitted to do business in the State of South Carolina. The insurance companies must carry a Best's Rating of A- VII or better. The policies will be written on an occurrence basis, subject to the following minimum limits of liability:

Commercial General Liability:
Combined Single Limit: \$1,000,000 Per Occurrence
\$2,000,000 Annual Aggregate

The contractor will provide a Certificate of Insurance to JIPSD as evidence of coverage. If at any time during the life of the contract or any extension, the contractor fails to maintain the required insurance in full force and effect, all work under the contract shall be discontinued immediately. Any failure to maintain the required insurance may be sufficient cause for JIPSD to terminate the contract.

This Certificate of insurance shall be provided to the Interim Chief Financial Officer, prior to commencement of this work.

C. Subletting Work/Prime Vendor Responsibility:

Subcontracting is the sole responsibility of the prime vendor and all sub-vendors selected by the prime vendor must be approved in advance, by JIPSD for legal, technical, performance and historical considerations, which may influence the approval or disapproval of any proposed sub-vendor.

D. Rates and Prices:

Pricing shall be prepared with the following terms. JIPSD may exempt these requirements for extraordinary conditions that could not have been known by either party at the time of bid or other circumstances beyond the control of both parties, as determined in the opinion of the Buyer. Requests for Rate Increases must be delivered to JIPSD in accordance to the rules below. No other employee may accept a rate increase request on behalf of JIPSD. Any invoice that is sent to JIPSD with pricing above that specified by JIPSD in writing within this Contract or specified within an official written change issued by JIPSD to this contract, shall be invalid. Payment of an erroneous invoice does not constitute acceptance of the erroneous pricing, and JIPSD would seek reimbursement of the overpayment or would withhold such overpayment from future invoices.

E. Billing/Payments:

Vendor is to submit properly completed invoice(s) to the address specified on the purchase order. To insure prompt payment each invoice should cite purchase order number, quote number, description of item purchased, unit and total price, discount terms and include the vendor's name and return remittance address. Payment will be mailed within thirty (30) day of receipt and acceptance of quality of service and receipt of a properly completed invoice.

JIPSD will not be financially responsible for any environmental fees, fuel surcharges or any fees of this sort, that are not already included in the base price of the items bid.

F. Termination - Convenience:

This contract may be terminated by either party by giving thirty (30) days written notice of such intent and will become effective thirty (30) days from the date such written notice is delivered to the applicable party to the contract. In the event of a breach by Vendor of any of the provisions of this contract, JIPSD reserves the right to terminate the contract upon 30 (thirty) days written notice sent by certified mail to the Vendor. Vendor shall be liable for damages suffered by JIPSD resulting from Vendor's breach of contract.

G. Incurring Cost

The JIPSD will not be liable for any cost which any contractor may incur in connection with the preparation or presentation of its proposal(s) or demonstrations.

H. Selection Criteria

Awards shall be determined by and based upon the best proposal, which, in the discretion of the JIPSD is the proposal that most adequately meets the needs of the JIPSD at the lowest price. In determining the best proposal, in addition to price, the JIPSD may consider:

- Quality, availability, and functional or suitability of the personal property, or contractual services to the particular use intended;
- The ability, capacity and skill of the bidder to perform the contract or provide the service required;

- Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- The quality of performance of previous contracts or services;
- The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
- The ability of the bidder to provide future maintenance and service for the use of the subject of the contract, and
- The number and scope of conditions attached to the bid.

When, in response to bid proposal issued by the JIPSD, two or more proposals meets the JIPSD's bid specifications/requirements and are deemed sufficiently equal, a local bid preference shall be given to a business located within the corporate limits of the JIPSD.

After reviewing all received bids, staff will recommend the lowest responsive responsible bid for acceptance by the JIPSD and approval to enter into a contract agreement with the contractor.

