Request for Proposals

Asbestos Consulting & Inspection Services

Part 1 - The Request

This is a *Request for Proposals* to prepare and submit to the Director of the Planning & Development Department of the City of Woonsocket, Rhode Island, a proposal to provide Asbestos Consulting & Inspection Services under such programs as the Community Development Block Grant Program, the HOME Housing Rehabilitation Program and/or other projects and program undertaken by the Department during the next calendar year.

We are currently accepting proposals for Asbestos & Consulting Services for the purpose of demolishing three residential structures located at 248 Park Avenue, 278 River Street and 158 South Main Street.

Firms are invited to submit proposals to be received no later than 2:00 PM, local time, on Thursday, February 23, 2017, to the Office of the Director, Department of Planning & Development, City of Woonsocket, Rhode Island, City Hall-169 Main Street, Woonsocket, Rhode Island 02895-4379 at which time they will be opened and read aloud publicly.

Proposals submitted by mail are sent at the risk of the proposing firm. The Department of Planning & Development assumes no responsibility whatsoever for proposals sent by mail.

Proposals submitted should be addressed to:

N. David Bouley, Director

Department of Planning & Development

City of Woonsocket, Rhode Island

City Hall – 169 Main Street

P.O. Box B

Woonsocket, Rhode Island 02895-4379

Proposals shall conform to this request which shall consist of the following:

Part 1 The Request

Part 2 Statement of the Problem

Part 3 Scope of Work

Part 4 Proposal Contents

Part 5 Contract Type

The contract will be awarded to the responsible bidder whose proposal is within the competitive range and is determined to be the most advantage to the City, price and other factors considered, in the sole discretion and judgment of the City.

The City reserves the right to reject any and all proposals, to waive any formalities in any proposals, and to choose the proposal deemed solely by it to be in the best interest of the City. The City reserves the right to award professional service contracts to one or more qualified bidders in the best interest of the City and the smooth and efficient operation of the program.

Proposals should be submitted in a sealed envelope marked “Sealed Bid - Asbestos Consulting & Inspection Services”. One (1) original and two (2) full copies of the proposal shall be submitted no later than the time and place aforementioned, to the following: *Office of the Director, Department of Planning & Development*, *City Hall – 169 Main Street*, *Woonsocket, Rhode Island 02895-4379*

Final determination of contract award and amount shall be contingent upon availability of funding.

N. David Bouley, Director

Department of Planning & Development

Part 2 - Statement of the Problem

The City of Woonsocket, Rhode Island, acting by and through the Department of Planning & Development, is soliciting proposals for the research, preparation, design and presentation of Asbestos Inspection Reports to assist in the abatement of asbestos hazards as part of the demolition process of blighted properties in the community and to report thereupon in such manner as is provided for by generally accepted professional standards. Such reports shall be consistent with such professional standards and the standard operating procedures of the Rhode Island Department of Environmental Management, Rhode Island Department of Health, the Federal Environmental Protection Agency, the Rhode Island Department of Transportation and the United States Department of Housing & Urban Development, as appropriate.

Part 3 -- Scope of Work

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| **Task 1** | Meet with the appropriate city officials and planning personnel to view and evaluate the site to identify any adverse conditions or the presence of harmless and/or hazardous asbestos containing substances and develop an inventory of the conditions on the site. You may contact the Construction Supervisor, Thomas Koback for inquiries at 401-767-9233 or by email at [tskoback@woonsocketri.org](mailto:tskoback@woonsocketri.org). |
| **Task 2** | Meet with the Rhode Island Department of Environmental Management, Rhode Island Department of Health and/or other appropriate agencies, if appropriate and necessary. |
| **Task 3** | Submit preliminary and final suggested means and methods of addressing potentially harmful asbestos containing materials. |

Part 4 - Proposal Contents

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| The proposal must contain, at a minimum, the following main parts: | |
| **Technical** | Provide an outline of the approach to be taken and a delineation of specific tasks to be undertaken in addressing the proposed scope of work. This should include all appropriate governmental and/or environmental entities and agencies involved. |
| **Work Schedule** | Provide a schedule and time line showing the start and completion dates for all major tasks. |
| **Prior Related Experience** | Describe the firm's related experience on other similar projects, including a reference contact person, name, address and telephone number for each project reference. Provide professional qualifications, certifications and regulatory licenses. |
| **Cost & Pricing**  **Breakdown** | The consultant shall provide an anticipated breakdown of the costs associated with each of the following:   * site inspections to identify potential asbestos containing building materials (ACBM’s) * cost if entry is not possible due to unsafe conditions * collection of samples, lab analysis and summary reports * Design Plan for abatement in accordance with RIDOH Rules & Regulations for Control, should any of the collected samples test positive for asbestos   **Re: 248 Park Avenue, 278 River Street and 158 South Main Street** |

Part 5 - Contract Type

The Contract for Professional Services used by the City of Woonsocket, Rhode Island for planning, architectural, engineering of landscape architecture projects will be used on this project. A sample copy is available upon request either by mail or email at [nbouley@woonsocketri.org](mailto:nbouley@woonsocketri.org).

The professional service contract(s) resulting from such request for proposals shall have a duration of twelve (12) months from the time of the issuance of a professional service contract by and between the Asbestos Inspection Consultant firm and the City of Woonsocket, Rhode Island, and may be extended for an additional period of twelve (12) months based upon the original contact rates agreed upon in the initial award. The City of Woonsocket reserves the right to consider a reasonable increase in rates based upon economic conditions prevailing at the time of the renegotiation.

Professional firms seeking to provide such services must be authorized and/or qualified to practice in the State of Rhode Island and must be current on all taxes and obligations to the City of Woonsocket and the State of Rhode Island. (See attached *Taxpayer Status Affidavit/Identity Verification* which must be submitted with and proposal).