



**Edgecombe County
Request for Proposals
Demolition and Clearance
Round #3
for
Hazard Mitigation Grant Program (HMGP)**

Issue Date: April 1, 2024

Response Deadline: April 30, 2024 at 5:00 PM

**Edgecombe County – Deputy County Manager
Room 405 - County Administration Building
201 St. Andrew St. – PO Box 10
Tarboro, NC 27886**



EDGECOMBE COUNTY
REQUEST FOR PROPOSALS FOR the DEMOLITION & CLEARANCE
ROUND #3 OF PROPERTIES
HAZARD MITIGATION GRANT PROGRAM

Introduction

In October 2016, Edgecombe County sustained severe flood damage resulting from Hurricane Matthew. Our disaster recovery efforts include a grant from the Federal Emergency Management Agency (FEMA) under the Hazard Mitigation Grant Program (HMGP). To mitigate properties from future flooding, grant funds will be used to acquire properties that were damaged. Once acquired, grant funds will also be used to demolish the structure and the lot will perpetually remain as open space.

You are invited to submit a proposal for the demolition, removal, and disposal of four **(4)** properties acquired through this program. A pre-bid walk-through will not be held for this project. The County requires that bidders visit each site to familiarize themselves with the work to be undertaken.

Project Scope

The primary purpose of this project is to demolish and haul away debris from the acquired properties now owned by the County or Town or Princeville. The scope includes:

- Demolition and removal of the homes on the properties listed on attachment #1;
- Demolition of all appurtenant structures remaining on the lot;
- Removal of all concrete, stone, brick, asphalt or other flatwork, planters, retaining walls and the like;
- Disconnecting water and sewer services from the home to the meter;
- If applicable, capping of wells, and pumping, crushing and filling septic tanks.
- The scope of this work is to include the abatement of Asbestos Containing Material (ACM) per applicable State and Federal regulations for the properties so identified;
- Whole house salvage is not permitted.

The Contractor shall maintain all work sites to appropriate use standards, safety standards, and regulatory requirements. All materials shall be removed, hauled, and disposed according to applicable federal, state and local requirements.

The Contractor must dispose of all debris in a properly licensed landfill. Tipping fees are to be included in the demolition costs. All loads to the landfill must be covered per state and local regulations.

The Contractor shall use appropriate erosion control methods. The Contractor is required to seed, straw and fertilize all disturbed areas. A mowable stand of grass must be established within 30 days of the completion of the demolition. A ten percent (10%) retainage will be withheld from the final payment for this 30-day period.

Tires, household hazardous waste (including propane tanks, paint, pesticides and other materials that are prohibited items from disposal in municipal and construction/demolition landfills), white goods and electronics must be first segregated from the structures and transported to an approved disposal site.

Project Schedule

The vendor must be able to begin within fifteen (15) days of being selected. The County requests that the Contractor demonstrate a proven record of meeting critical deadlines for similar services. The project schedule is as follows:

April 1, 2024	Advertisement of RFP for Demolition and Clearance
April 15, 2024	Deadline for submission of questions
April 22, 2024	Responses to questions will be posted on County website
April 30, 2024	RFP due at 5:00 PM local time
May 3, 2024	Selection complete and notification given to the firm
May 6, 2024	Contract negotiation complete and presented to the Board of Commissioners for approval
May 13, 2024	Notice to Proceed
July 13, 2024	All properties must be cleared and complete

Submittal

Sealed proposals must be received no later than **April 30, 2024 at 5:00 PM**. Submit your sealed proposal in a mailing container or envelope that is plainly marked on the outside with “Demolition Round #3 - Edgecombe County HMGP”. Sealed proposals are to be delivered to **Natalie W. Bess, Deputy County Manager, Edgecombe County Administration Building, 201 St. Andrew Street, Room 405, Tarboro, NC 27886**.

The County is not responsible for delays in delivery of the sealed proposal. We will not open any responses received later than the date and time stated above. Emailed or faxed bids will not be accepted.

Requests for information must be submitted in writing, electronically to nataliebess@edgecombeco.com or by written correspondence, ATTN: Mrs. Natalie Bess, Deputy County Manager. Requests for information must be submitted no later than **April 15, 2024**. By April 22, 2024, responses to questions will be posted on the County’s website at www.edgecombecountync.gov/bid_opportunities. All firms shall refrain, under penalty of disqualification, from direct or indirect contact for the purpose of influencing the selection or creating bias in the selection process with any person who may participate in the selection process. This is intended to create a level playing field for all potential firms, assure that decisions are made in public, and protect the integrity of the solicitation process.

Proposals will not be considered confidential once they are unsealed. The contents of the proposals shall be considered public records of the County. Any firm submitting a proposal hereunder further acknowledges and agrees that the County is a public entity, which is required to abide by laws governing public records and shall not be liable for disclosures required by law. All materials submitted in response to this RFP shall become the property of the County upon delivery to the address set forth above.

Proposal Format

Firms shall prepare their proposals using the following format.

- A. Firm’s Organization, Management, and Qualifications – Identify the legal entity that would enter into the contract with the County and include the location of the company’s office, the type of business (sole proprietorship, partnership, corporation), and the name and title of the person authorized to enter into an

agreement. List the principal individual(s) working on the project if different from the owner. Provide evidence of proper credentials to test for and abate asbestos, whether that be through the firm directly or by a subcontractor.

- B. Capacity & Experience – Describe your capacity to satisfactorily complete the services described in the Project Scope within the project schedule. Provide information that shows experience in similar projects. Provide three (3) references to attest to your capacity and experience. Include name, phone number, mailing address, and email address.
- C. Fee Proposal - Include the proposed fee schedule **indicating the cost per individual property**. The fee is to include all costs associated with the scope of work described above. The quoted fees will become a part of the contract.

Evaluation Criteria: The following factors will be used in evaluating proposals and awarding the contract:

Scoring Criteria	Max Points
Qualifications and Experience	25
Approach to Completing the Project Scope	25
Fee	50
TOTAL	100

Any proposal submitted without the expressed requirements of this RFP, or submitted after the deadline will be rejected. The County will review submitted proposals and select the highest ranked, responsive and responsible vendor. The County reserves the right to seek a negotiated fee schedule or to make no formal selection at the end of the process. All expenses associated with response to this RFP are the responsibility of the responder. All questions about this RFP are preferred in writing with submittal to Natalie W. Bess, Deputy County Manager, at nataliebess@edgecombeco.com. Alternatively, Natalie Bess may be reached at (252) 641-5775.

1 Attachment Included.