



Sanilac County Request for Proposal

RFP Description: Hazardous Materials Testing

Department: Sanilac County Landbank Authority/ Economic Development

Bid acceptance will begin Date: 5/23/2025 Time: 9:00am
BIDS will END Date: 6/16/2025 Time: 4:00pm

Date bids will be opened and/or reviewed Date: 6/17/2025 Time: TBD
Location where bids opened/reviewed: TBD

Pre-Bid Information Review or Visit (if included in RFP) Date: _____ Time: _____
Location: Site(s) Available for Review

Delivery Method to Submit Bids: Mail, Email or In Person

Bids Submitted to:

Office Location: Huron County Economic Development Office
Mailing Address and the Attention Information:
250 E. Huron Ave Room 303
Attn: Samantha Schnettler

Email Address (ONLY USE if bid Delivery Method allow Email Submission): info@huroncounty.com

Fax Number (ONLY USE if bid Delivery Method allow Fax Submission): _____

Additional RFP Information and Questions:

Primary Contact: Samantha Schnettler
Email: info@huroncounty.com Phone: 989-269-6431

Secondary Contact: Nathan Roskey
Email: nroskey@sanilacounty.net Phone: 810-648-2933

Office Address: _____

RFP ADDITIONAL REQUIREMENTS, NOTES or INSTRUCTIONS:

See additional sheets for RFP Details

Request for Proposals: Hazardous Materials Testing

Request ID: **RFP-SCLBA-BRN-CTY-HAZARD**

Sanilac County Land Bank Authority Blight Elimination Program

This Request for Proposal (RFP) is issued by the Sanilac County Land Bank Authority (SCLBA). The Blight Elimination Program is being managed via a consultant agreement with the Economic Development Corporation, of which all communication should flow. For questions regarding this project, contact:

Samantha Schnettler

Economic Development Corporation
250 E Huron Ave Room 303
Bad Axe, MI 48413
989-269-6431
info@huroncounty.com

KEY DATES

Request for Proposals Issued: 5/23/25

Due Date for Proposals: 6/16/2025

Bid Opening: 6/16/2025

Selected Firm Notified: 6/17/2025

The Sanilac County Land Bank Authority is seeking proposals for hazardous materials surveys including lead, mold, radon, and asbestos on one residential property. The Sanilac County Land Bank Authority Blight Elimination Program is administered by the Economic Development Corporation of the County of Huron in partnership with the County of Sanilac. The property requiring hazardous materials testing is owned by the City of Brown City. This RFP is open to all qualified environmental contractors who are capable and qualified to meet the objectives and requirements described in this document. Respondents must supply documentation supporting their qualifications for evaluation.

PROPOSAL EVALUATION AND CONTRACT AWARD

The Sanilac County Land Bank Authority follows the Procurement Policy of the County of Sanilac. This project is made possible by Federal ARPA funding via the State Land Bank Authority and will also comply with all terms and conditions of the Federal Award policies.

The property and legal description is:

- **4031 Main St, Brown City, MI 48416**
T9N R13E SEC 18 COM 56 RDS E OF NW COR OF NE ¼ OF NE ¼, S 18 RDS, TH E 4 RODS N 18 RODS W 4 RDS TO POB

Instructions to Bidders

BID PROPOSAL CONTENT

Bid proposal documents should include, but not limited to, the following:

- Bid Specifications / Proposal
- Firm Background / Years in Business / History
- Description of qualifications and previous experience with hazardous materials, including asbestos, lead, mold, and radon for rehabilitation/renovation projects.

- Current resume (1-2 pages) for key personnel actively involved and/or present on job sites. At a minimum, this shall include a listing of the relevant certifications (with document numbers and effective dates), licenses, training, and experience.
- Three references documenting past experience by providing: name, agency and contact telephone number.
- Copies of current and applicable (state and local) licenses, certifications, training completed, etc.
- Evidence of required insurance

BASIS OF PROPOSAL

Proposals are solicited for the completion of all work as described in the specifications and/or shown on the plans. Proposals may be withdrawn by bidders prior to, but no later than, the time fixed for the opening of bids. Submit sealed bids, labeled as **RFP-SCLBA-BRN-CTY-HAZARD** prior to the opening date. If the Sanilac County Land Bank Authority (SCLBA) does not accept the proposal within 45 days, after the opening date, Contractor may withdraw his/her proposal.

EXAMINATION OF PREMISES

The contractor shall familiarize himself/herself with local conditions affecting the job. He/she shall take his/ her own measurements and be responsible for the correctness of same. Any variance of Contract documents from legal requirements and/or field conditions shall be promptly reported to the SCLBA. The contractor shall be responsible for any examination and no allowances will be made on his/her behalf by reason of error and omission.

CERTIFICATE OF INSURANCE

All bidders shall maintain and have on file with the SCLBA certificates of all such insurance required including Worker's Compensation, Commercial General Liability, and Motor Vehicle Liability insurances.

ACCEPTANCE AND REJECTION

A Contract shall be formed between the parties hereto by the SCLBA's acceptance of the Respondent's proposal, and it will be effective on the date stated on the Bid Specification/Proposal form. Upon acceptance by the SCLBA, a copy of the Contract will be returned to the Contractor as his/her official notification of award. The Contract, however, shall not be in force until the Contractor has complied with all the requirements of insurance from the Land Bank set forth herein. By the execution of the Contract, the Contractor and the SCLBA hereby covenant in respect to any part of this Proposal and Contract. The SCLBA reserves the right to waive irregularities and to reject bids.

BID SPECIFICATIONS/ PROPOSAL

SUMMARY

The Sanilac County Land Bank Authority (SCLBA) is seeking an experienced and responsible contractor for the identification and marking of hazardous materials containing asbestos, lead based paint, mold, and radon in a property slated for rehabilitation. The successful Respondent will meet all qualifications, including competitive pricing, as delineated in the attached proposal. All Respondents shall be screened through the federal System for Award Management (SAM), and if listed, will not be eligible in accordance with their debarment stipulations.

The successful Respondent shall provide all necessary facilities, materials, supplies, equipment, supervision, personnel, and other items and services to perform the services as defined in this RFP.

Respondents should detail sampling methodology in bids.

Respondents should note there is currently no electricity on the property.

DESCRIPTION

The purpose of the survey is to locate and identify potential hazardous materials present within the building, or within close proximity to the building, which may require marking and disposal, abatement, or other consideration, before a structure is rehabilitated. A report will be submitted to the SCLBA, identifying and quantifying all hazardous materials for properties assigned to the winning Respondent.

Structures should be surveyed for the following materials:

- Asbestos containing materials (ACM) (including vermiculite, and in the case of demolition, concrete)
- Lead Based Paint
- Radon
- Mold
- Mechanical and electrical systems containing polychlorinated biphenyls (PCB)
- Potentially hazardous or regulated materials/waste located in containers and/or drums
- Potential mercury containing equipment
- Indoor Fuel Tanks

ASBESTOS

During preparation of the survey, a thorough physical inspection should be performed to assess and evaluate the presence of asbestos containing materials at the property. As part of this inspection the following methodology should be used for ACM:

- A survey should be performed to determine the extent and location of ACM in the survey area. The survey should be qualitative and quantitative in that an attempt should be made to locate accessible friable and non-friable ACM areas, as well as a quantity analysis of the amount of ACM. All accessible areas of the survey area should be inspected.
- Bulk samples of all suspected ACM shall be collected by a Michigan Accredited Asbestos Inspector. Samples shall be collected in a safe manner. As required, limited destructive sampling (i.e. interior wall or ceiling demolition) should be conducted as part of this assessment in order to gain access to suspected ACM.
- Per EPA-recommended sampling guidelines, bulk samples shall be collected in each homogenous area encountered. Homogenous area is defined as an area of material that is uniform in color, texture and appearance.
- Samples of suspect ACM shall be analyzed by an accredited National Voluntary Laboratory Accreditation Program via polarized light microscopy and dispersion staining following the EPA Test Method (EPA-600/M4-82-020) and the National Institute of Standards and

Technology Bulk Asbestos Handbook. In an effort to minimize costs, respondents shall utilize first positive stop analysis methodologies.

- Upon completion of field inspection and receipt of laboratory data, respondent shall prepare a report that will include: a) a general description of the ACM identified; b) a determination by the quantity of materials and sampling areas; c) a description of the physical assessment of friable and thermal insulating materials; d) a discussion regarding the quality assurance and quality control, as well as methodology; e) laboratory testing results; and f) any relevant photographs and/or diagrams.

PCBs

The survey for polychlorinated biphenyls (PCBs), potential mercury containing equipment, and containers that may contain hazardous or regulated materials/waste shall be completed according to the following procedures:

- Inspect the accessible areas of the building for potential hazardous materials such as PCB containing light ballasts, transformers, and mercury light bulbs and switches.
- Inspection of the interior and exterior of the building to identify the location of containers, drums, batteries, oil waste separator basins, or other features that may contain potentially hazardous or regulated materials/waste. Label identified containers for removal.
- Note appropriate information identified during this inspection and provide recommendations for the disposal of equipment or containers identified as containing PCBs, mercury or potentially hazardous or regulated materials/waste.

LEAD (LBP)

During preparation of the survey, conduct a Lead Based Paint inspection which meets the requirements of the U.S. Department of Housing and Urban Development (HUD) for residential properties utilizing a licensed Michigan Lead Risk Assessor.

- Complete the assessment using portable XRF analysis and dust and soil sampling.
- Compile a report reflecting the results of the inspection and assessment. The report shall reflect all readings logged on the XRF with separate tables of all the positive results, details about the property, any limitations with conducting the inspection/risk assessment, details about the XRF service history and a valid XRF Performance Characteristic Sheet.
- All laboratories selected for use in the lead-based paint hazards and evaluation reports shall be recognized, at a minimum, by the U.S. Environmental Protection Agency (EPA) National Lead Laboratory Accreditation Program (NLLAP) and shall use the same analytical method used for obtaining the most recent NLLAP recognition.

MOLD

The contractor shall conduct mold and moisture intrusion surveys, including:

- Visual inspection of structural elements for visible mold growth and water intrusion.
- Use of moisture meters to detect elevated moisture in materials.
- Collection of air or surface samples if needed, with laboratory analysis.

- Preparation of a Mold Survey Report identifying mold impacts, suspected sources, and remediation recommendations.
- Provision of cost estimates for any required mold remediation.

RADON

The contractor shall provide radon testing services, including:

- Placement of short-term radon testing kits after selective demolition.
- Minimum 48-hour sampling period.
- Laboratory analysis of collected test kits.
- Preparation of a Radon Testing Report comparing levels to EPA action levels (≥ 4.0 pCi/L) and providing mitigation recommendations if necessary.
- Provision of cost estimates for radon mitigation if needed.

CLEARANCE AND INSPECTION

Provide post abatement visual assessment to assess if all identified ACMs, LBP, and hazardous materials/universal wastes have been abated. Once the visual assessment shows the abatement has been satisfactorily completed, perform an on-site air monitoring sampling as mandated. Air samples shall be analyzed by a qualified laboratory to ensure they meet applicable criteria.

REPORT REQUIREMENTS

Written reports should be provided electronically to the SCLBA. Each report should contain, at a minimum, the following items:

- Title Page including company name, inspector's name, company mailing address and phone number; street address of subject property; date of inspection, and date of report preparation.
- Inspector Information Page including printed name and signature of each individual involved in the inspection; the Asbestos Inspector's license number and expiration date for each individual involved in the inspection and/or writing of the report.
- Methodologies and procedures of determining sample sites and any exclusions related to surveying or sampling.
- Sampling and analytical techniques utilized.
- Detailed site description for both interior and exterior to include estimated square or linear footage for each type of suspect building material and condition of suspect building materials.
- A map of the structure(s) which indicates all sample locations and labels of rooms as used throughout the report (i.e. living room).
- Location, type of material, methods of sampling and results of all samples taken; positively identified as hazardous.

- Laboratory results for each sample.
- Chain of custody documentation.
- Summary of ACM, PCB, LBP, and all other hazardous materials found with descriptions of both location and quantity.
- Copy of surveyor's Asbestos Inspector certification.
- Copy of surveyor's LBP certification

