



Huron County Land Reutilization Corporation

Request for Proposal (RFP)
Asbestos Assessment Contractors

Project/Bid# 2021-Tilton

Huron County Land Reutilization Corporation
180 Milan Avenue
Norwalk, Ohio 44857

Date: September 17, 2021

REQUEST FOR PROPOSALS ENVIRONMENTAL CONTRACTORS

SUMMARY

This Request for Proposals (“RFP”) is being issued by The Huron County Land Reutilization Corporation (HCLRC).

The purpose of this notice is to solicit bids from Environmental Contractors to provide bids for pre-demolition asbestos inspection and abatement assistance for properties acquired by the HCLRC.

Companies with demonstrated experience in environmental inspections and with an interest in making their services available to the HCLRC are invited to respond to this RFP. A contractor pre-qualification packet must be completed prior to response to this RFP. “Respondents” means the companies or individuals that submit proposals in response to this RFP.

Nothing in this RFP shall be construed to create any legal obligation on the part of the HCLRC or any respondents. The HCLRC reserves the right, in its sole discretion, to amend, suspend, terminate, or reissue this RFP in whole or in part, at any stage. In no event shall the HCLRC be liable to respondents for any cost or damages incurred in connection with the RFP process, including but not limited to, any and all costs of preparing a response to this RFP or any other costs incurred in reliance on this RFP. No respondent shall be entitled to repayment from the HCLRC for any costs, expenses or fees related to this RFP. All supporting documentation submitted in response to this RFP will become the property of the HCLRC. Respondents may also withdraw their interest in the RFP, in writing, at any point in time as more information becomes known.

PROFESSIONAL SERVICE REQUIREMENTS

Scope of Work

The Huron County Land Reutilization Corporation seeks proposals from qualified respondents to provide asbestos assessment services on property located at 17 Tilton Street, Greenwich, Ohio 44837 – Parcel # 16-041C-01-115-0000.

Additional Requirements

This project will comply with all codes, standards, regulations, and workers' safety rules that are administered by federal agencies (HUD, EPA, OSHA, and DOT), state agencies (State OSHA, and DNR), and any other local regulations and standards (i.e., building codes) that may apply.

EVALUATION CRITERIA

In evaluating responses to this Request for Proposal, the HCLRC will take into consideration the experience, capacity, and costs that are being proposed by the Respondent.

SUBMITTAL REQUIREMENTS

RFP responses may be submitted via hard copy mailed to Huron County Land Reutilization Corporation, 180 Milan Avenue, Norwalk, Ohio 44857 or scanned e-mail copy sent to econdirector@hcdc.net. Each respondent shall submit one (1) original response. The HCLRC reserves the right to seek additional information to clarify responses to this RFP. Each response must include the following:

Threshold Requirements

Only pre-qualified asbestos assessment contractors may submit responses to RFP/Bid# 2021 – Tilton. Additional asbestos assessment contractors may become pre-qualified at any time by completing the contractor pre-qualification packet. Respondent shall disclose any professional or personal financial interests that may be a conflict of interest in representing the HCLRC in providing services for RFP/Bid# 2021 – Tilton.

Main Proposal

Please provide the following information:

1. Capacity to complete the asbestos inspection and assessment within a short period of time.
2. Pricing proposal.

SELECTION PROCESS

The HCLRC staff and HCLRC Board members will review responses to the RFP and make a determination on who will be awarded the project. Any contract resulting from this RFP will not necessarily be awarded to the vendor with the lowest price.

QUESTIONS

Questions regarding this RFP should be submitted in writing via email to the HCLRC at econdirector@hcdc.net.

SUBMITTAL DUE DATE

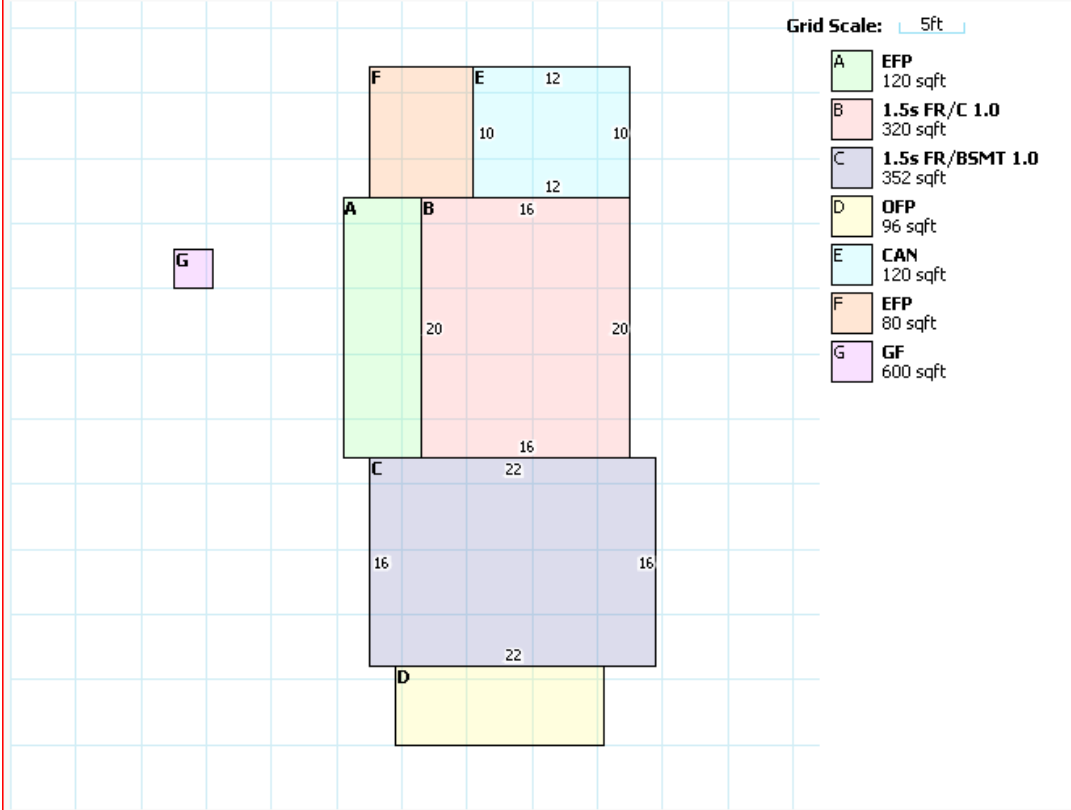
Responses to this RFP are due by 4:00 PM on September 30, 2021. Responses to this RFP should be e-mailed to econdirector@hcdc.net or hard copies must be delivered to Huron County Land Reutilization Corporation, 180 Milan Avenue, Norwalk, OH 44857

DESCRIPTION OF PROJECT SITE

Project	2021 - Tilton
Address:	27 Tilton Street, Greenwich, Ohio 44837
Parcel#	16-041C-01-115-0000
Lot Information:	Lot# 231, 0.1894 acres

Structure(s) Information: Single family home. Exterior aluminum/vinyl. Gable, metal roof. 1.5 stories. 1,008 square feet.

Sketch



Sketch Labels

AGBF	ATTACHED BRCK FIN GAR	AGBU	ATTACHED BRCK UNFIN GAR	AGFF	ATTACHED FR FIN GAR	AGFU	ATTACHED FR UNFIN GAR
BAL	BALCONY	BENT	BASEMENT ENTRY	BG	BASEMENT GARAGE	BPAT	BRICK PATIO
BRK	BRICK	BW	BAY WINDOW	CAN	CANOPY	CAR	CARPORT
CATH	CATHEDRAL CEILING	CPAT	CONCRETE PATIO	DGBF	DETACHED BRCK FIN GAR	DGBU	DETACHED BRCK UNFIN GAR
DGFF	DETACHED FR FIN GAR	DGFU	DETACHED FR UNFIN GAR	EBP	ENCLOSED BRICK Porch	EBZ	ENCLOSED BREEZEWAY
EFP	ENCLOSED FRAME PORCH	FR	FRAME	GL	GREENHOUSE/LEAN-TO	LEAN	LEAN-TO
OBP	OPEN BRICK PORCH	OBZ	OPEN BREEZEWAY	OFP	OPEN FRAME PORCH	OH	OVERHANG
PORT	PORTICO/2S OFP	RFX	ROOF EXTENSION	SHED	SHED	SR	SOLAR ROOM
STP	STOOP	TRIM	TRIM	VLTD	VAULTED CEILING	WDDK	WOOD DECK



CERTIFICATION FORM NOTE

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE RFP RESPONSE.

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this RFP submittal to the Huron County Land Reutilization Corporation is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFP in its entirety and accepts its terms and conditions.

(Name of Respondent)

(Signature of Authorized Representative)

(Typed Name of Authorized Representative)

(Title)

(Date)

DISCLOSURE OF POLITICAL CONTRIBUTIONS TO HCLRC DIRECTORS THAT ARE ELECTED OFFICIALS

Statement of Intent and Purpose

Notwithstanding the bona fide belief of each Director of the HCLRC who is an elected official of a political subdivision within the County, as those terms are used in Ohio law (each an "Affected Director"), that the HCLRC is not subject to the provisions of Ohio Revised Code Sections 3517.13(I) and (J), the Affected Directors acknowledge that disclosure by a potential person or entity that is seeking to contract with the HCLRC for the sale of goods or services of any political contributions made to any such Affected Director provides such Affected Director with the opportunity to recuse himself or herself from voting on the award of the related contract, thereby avoiding even an appearance of a prohibited conflict of interest. Therefore, the following policy regarding the disclosure of political contribution to any Affective Director is hereby adopted.

Submission of Contribution Disclosure Form with Bids

In connection with the solicitation of bids, whether formally or informally, by the HCLRC, the HCLRC shall include as a part of each bid package delivered to a prospective bidder a contribution disclosure form substantially in the form of Attachment A to this Chapter 3 (the "Contribution Disclosure Form"). All prospective bidders shall include a completed Contribution Disclosure Form with their respective bids for a contract to supply the goods or services for which bids were solicited. Any bid received from a bidder which does not include a fully completed Contribution Disclosure Form shall automatically be returned as "incomplete" and not considered in connection with the award of the contract for the goods or services.

Delivery of Contribution Disclosure Form to Affected Directors

A copy of each Contribution Disclosure Form shall be delivered to the Affected Director as soon as possible after the receipt thereof in a bid package.

Use of Information in Contribution Disclosure Form

Each Affected Director shall use the information in the Contribution Disclosure Form to determine whether or not to recuse himself or herself from voting on the award of a contract to a person or entity that submitted the Contribution Disclosure Form. If the award of a contract is not subject to approval by the Board of Directors under the HCLRC's Board-approved policy for awarding contracts, neither the Affected Director nor the Executive Director or any Officer of the HCLRC shall use the information in such Form to influence the awarding of the contract by the Executive Director or other Officer of the HCLRC, so long as such award is in compliance with the HCLRC's Board-approved policy for awarding contracts.

ATTACHMENT A-1

CONTRIBUTION DISCLOSURE FORM

THIS SECTION MUST BE COMPLETED AND INCLUDED WITH THE RFP RESPONSE.

This statement properly executed and containing all required information must be completed. **IF YOU FAIL TO COMPLY, YOUR PROPOSAL WILL NOT BE CONSIDERED.**

Entity Name:

Entity's Mailing Address:

COMPLETE SECTION I, II, OR III BELOW, WHICHEVER IS APPROPRIATE, AND SECTION IV.

NOTE: For the purposes of this Statement, the members of the Board of Directors of the Huron County Land Reutilization Corporation (HCLRC) includes:

- (a) As to statutorily-appointed Directors
 1. Kathleen Schaffer, Treasurer – Huron County
 2. Harry Brady, Commissioner – Huron County
 3. Bruce “Skip” Wilde, Commissioner – Huron County
- (b) As to the municipal-representative Director
 1. Mitch Loughton, City of Norwalk
- (c) As to appointed Directors
 1. Richard Wiles, Township Trustee
 2. Justin Ewell
 3. Shawn Pickworth, Village Administrator – New London
 4. Tim Pelsang – Willard
 5. Dave Weisenberger

SECTION I. TO BE COMPLETED BY NON-PROFIT CORPORATION AND GOVERNMENTAL ENTITIES

If you are recognized by the IRS as a non-profit corporation or are a governmental entity, mark the appropriate designation below and proceed to the indicated section(s).

- _____ NON-PROFIT CORPORATION **GO TO SECTIONS III AND IV**
- _____ GOVERNMENTAL ENTITY **GO TO SECTION IV**

SECTION II. TO BE COMPLETED BY INDIVIDUALS, SOLE PROPRIETORSHIPS, PARTNERSHIPS, INCORPORATED PROFESSIONAL ASSOCIATIONS, UNINCORPORATED ASSOCIATIONS, ESTATES, TRUSTS, AND JOINT VENTURES

The above-named entity is a (Please mark appropriate designation):

- _____ SOLE PROPRIETORSHIP
- _____ INCORPORATED PROFESSIONAL ASSOCIATION
- _____ UNINCORPORATED ASSOCIATION
- _____ LIMITED LIABILITY COMPANY
- _____ TRUST
- _____ ESTATE
- _____ PARTNERSHIP
- _____ JOINT VENTURE

For purposes of Section II, a **“Principal”** means an individual, an owner, a partner, a shareholder, a member, an administrator, an executive or trustee connected with the above-named entity, or the spouse of any such person.

Listed in the immediately following table are the names of EACH OF THE PRINCIPALS of the above-named entity who made one or more contributions to the named member of the Board of Directors or to that member’s campaign committee, together with the total amount of the contributions, if the contributions totaled either (i) individually in excess of \$1,000 during the twenty-four (24) months immediately preceding the date of this Contribution Disclosure Form or (ii) when added to the contributions of all other principals, in excess of \$2,000 during the twenty-four (24) months immediately preceding the date of this Contribution Disclosure Form.

Name of Principal Making contribution	Name of Director Receiving contribution	Amount of Contribution

(Add additional sheet if necessary.)

GO TO SECTION IV

SECTION III. TO BE COMPLETED BY NON-PROFIT AND FOR-PROFIT CORPORATIONS AND BUSINESS TRUSTS

NON-PROFIT CORPORATION
 FOR-PROFIT CORPORATION
 BUSINESS TRUST (OTHER THAN INCORPORATED PROFESSIONAL ASSOCIATIONS)

For the purposes of Section III, a **“Principal”** means an individual or an entity owning more than 20% of the corporation or business trust or the spouse of any such individual.

Listed in the immediately following table are the names of EACH OF THE PRINCIPALS of the above-named entity who made one or more contributions to the named member of the Board of Directors or to that member’s campaign committee, together with the total amount of the contributions, if the contributions totaled either (i) individually in excess of \$1,000 during the twenty-four (24) months immediately preceding the date of this Contribution Disclosure Form or (ii) when added to the contributions of all other principals, in excess of \$2,000 during the twenty-four (24) months immediately preceding the date of this Contribution Disclosure Form.

Name of Principal Making contribution	Name of Director Receiving contribution	Amount of Contribution

(Add additional sheet if necessary.)

GO TO SECTION IV

SECTION IV. TO BE COMPLETED BY ALL ENTITIES!

I do hereby state that I have legal authority to complete this statement on behalf of the above-named entity and to the best of my knowledge and belief the answers herein are true and complete.

Print Name: _____

Print Title: _____

Signature: _____

Date: _____

Telephone No: _____
(Area Code)

STATE OF _____)
SS:

COUNTY OF _____)

Before me, a Notary Public in and for said County and State, personally appeared on this _____ day of _____, 20____ the above-named _____, who acknowledge that (he/she) did sign the foregoing statement and that the same is (his/her) free act deed, personally and as duly authorized representative of _____, and the free act and deed of the entity on whose behalf (he/she) signed.

Notary Public: _____