



Request for Qualifications and Proposal for Environmental Cleanup and Demolition

(Released Monday July 31, 2023)

(Responses due by 12:00 P.M. EST on Friday, August 25, 2023)

General:

The Town of Enfield, NH (hereafter referred to as the “TOWN”) invites qualified firms to submit proposals for abatement and demolition contractors to assist with abatement and demolition of all structures at the Town owned properties on Shedd Street (hereafter referred to as the “CONTRACTOR”).

Instructions:

Proposals must be submitted in a sealed envelope or electronically via the email to the contact below no later than 12:00 P.M. EST on Friday, August 25, 2023). The envelope must be clearly marked “Abatement and Demolition of Shedd Street Properties” and will be opened publicly at that time. **Proposals delivered after the time listed above will not be accepted.**

Submit proposals to:

Ed Morris
Town Manager
PO Box 373
23 Main Street
Enfield NH 03748.
(603) 632-5026

Proposals can also be submitted electronically to townmanager@enfield.nh.us

Proposal information is available on the Town’s web site at:

<https://www.enfield.nh.us/new-enfield-projects/pages/requests-proposals-rfps-qualifications-rfqs>

Scope of Work:

The Town of Enfield (Town) is seeking to engage one or more contractors to assist with environmental cleanup and demolition at our Shedd Street Property located at 7 and 15 Shedd Street Map 34 Lots 60 and 61.

Based on the cumulative environmental work conducted at the Shedd Street site to date and the planned demolition of the Site buildings for potential residential redevelopment, the following scope of work is to be completed:

1. Properly drain, clean and dispose of the 275-gallon fuel oil aboveground storage tank (AST) located in the Lot 61 garage
2. Properly drain, clean and dispose of the approximate 2,000-gallon AST with unknown contents located outside the Lot 60 garage
3. Pump, clean and dispose of the contents of the concrete holding tank located outside of the Lot 61 garage
4. Properly abate approximately 1,250 square feet of asbestos-containing black wall coating in the Lot 60 garage
5. Demolish and properly dispose of demolition debris and concrete foundations of buildings Lot 60 garage, Lot 60 salt shed, Lot 61 garage, and Lot 61 shed/pole barn.
 - a. Ensure demolition workers are notified of the presence of lead-based paint in accordance with the OSHA Lead in Construction standard.
 - b. Note: due to the presence of lead-based paint on certain building materials, proper waste characterization sampling may be necessary on consolidated demolition debris to receive disposal facility approval.
 - c. Inspect soil beneath the Lot 60 garage.
6. Demolish/remove and dispose of concrete holding tank outside Lot 60 garage and Lot 61 fueling pad
7. Re-grade demolition/removal areas to “make safe” with a minimum 1:2 slope
8. Many areas of Site soils are characteristic of “urban fill” and contain polycyclic aromatic hydrocarbons (PAHs) and/or low level metals; therefore, if any excess soil is generated that requires offsite disposal, the soil should be sample for waste characterization analyses and disposed at an appropriately licensed facility

Please let me know if you have any questions or require any additional information for bidding purposes.

A walk through of the property and project will be held **August 17th at 10:00 A.M.** This walk through is not mandatory for bidding, but highly recommended.

Proposal Response Content:

Written proposals should include, at a minimum, the following information in the order requested:

- 1) Cover Letter. A letter signed by an officer of the firm, binding the firm to all of the commitments made in the proposal. The cover letter should be addressed to [Contact Name], [address].
- 2) Contact Information. The name, address and contact person of the company submitting the proposal. Include telephone and fax numbers, as well as email and website addresses.
- 3) Statement of Qualifications and Experience. Please state the following:
 - a. Give the company/firm/team history, background and relevant experience.
 - b. The name(s), business address, phone number, e-mail address of firms and individuals proposed to participate in all tasks identified in the scope of work.
 - c. The background, education and relevant experience of all team members proposed to participate in all tasks identified in the scope of work. The principal in charge and project manager shall be identified along with the roles of other significant project participants.
 - d. Experience with brownfields remediation planning and remedial activities. Please provide a minimum of three references, giving the name of the project, description of project, project period, and project cost. (Include the names of clients, primary contact person and phone number)

All Proposals become the property of the TOWN and will therefore be considered a public document which will be open to public viewing, after the bid opening. This proposal, if accepted, will become a legally binding addendum to the eventual contractual agreement with the TOWN. This request for proposal in no way commits the TOWN to make an award or reimburse any CONTRACTOR for any expense incurred in responding to this request.

The successful CONTRACTOR will be required to provide proof of insurance and must be submitted to the TOWN upon signing a contract for services and be issued by a carrier that is duly licensed to do business in the State of New Hampshire. Any subcontractors will be subject to the same insurance requirements.

Evaluation Criteria:

All proposals received in response to this RFP will be evaluated to determine if they are complete and meet the requirements specified in this RFP. The CONTRACTOR will be chosen based on each firms' qualifications taking into consideration the most beneficial combination of qualifications, services, costs (which will be requested as part of a second scope and fee step after qualification based determinations are made), and who has met the requirements of this RFP. Only proposals judged to be responsive to the submission requirements set forth in this RFP will be evaluated.

Contractors will be scored based on their:

- Organization and presentation of materials
- Experience and skill level of their project team;
- Experience conducting similar work;
- Quality of past work;
- Ability to complete the project in a timely manner and within budget;
- Reputation and references.

The TOWN reserves the right:

- to accept or reject any or all bids in whole or in part and to accept other than the lowest price proposal;
- to waive any technical defect, qualification, omission, informality, or irregularity in any proposal received;
- to amend, modify, or withdraw this Request for Proposal;
- to require supplemental statements or information from a CONTRACTOR;
- to extend the deadline for responses to this Request for Proposal;
- to waive or correct any irregularities in proposals received.

The TOWN may award a contract based upon the proposals received without discussion of such proposals with proposers. Each proposal should therefore be submitted with the most favorable terms the proposer can make to the TOWN.

The Request for Proposal documents and Notice of Award shall be the agreement between the TOWN and successful proposer with respect to the matters dealt with herein, and such shall supersede all other oral and written proposals, representations, understandings, and agreements previously made or existing with respect to any such matter.

Each CONTRACTOR must be prepared to present satisfactory proof of their capacity and ability to successfully complete the requirements of this solicitation.

The TOWN reserves the right to make whatever investigations or inquiries necessary to determine the competency and ability of any CONTRACTOR to complete the requirements of this solicitation. A review may include, but not be limited to, inspection of the CONTRACTOR's facilities and equipment, references or previous contract performance.

Revisions:

Any questions or inquiries must be submitted in writing and received by 12:00 P.M. on Friday, August 18, 2023), no later than 7 calendar days prior to the proposal due date. Answers to all questions or information given to a CONTRACTOR in response to a formal request of a substantive nature will be posted on the TOWN's RFP page on the Town of Enfield, NH website (<https://www.enfield.nh.us/new-enfield-projects/pages/requests-proposals-rfps-qualifications-rfq>) no later than five (5) days prior to the due date.

Only such amendments, when issued by the TOWN, will be considered as being binding on the TOWN. Verbal explanations or instructions given by a TOWN employee to a CONTRACTOR in regard to this solicitation shall not be binding on the TOWN and shall be considered informal unless confirmed in writing by the TOWN. CONTRACTORS should note that all clarifications

and exceptions, including those relating to the terms and conditions of the contract, are to be resolved prior to the submission of a proposal.

Contract:

The final contract will be negotiated with the chosen CONTRACTOR.

The TOWN is exempt of all taxes.

All CONTRACTORS must comply with all applicable Equal Employment Opportunity laws and regulations.

THE TOWN OF ENFIELD IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER