REQUEST FOR PROPOSALS (RFP) FOR DEMOLITION SERVICES

RFP Title: Demolition of Grain Elevators

RFP Response Due Date and Time: 10:45 a.m., Mountain Time/ December 10, 2015	Number of Pages (including cover): 15	Issue Date: November 15, 2015

ISSUING AGENCY INFORMATION

Flathead County Commissioners Office
800 South Main Street, Room. 302, Kalispell, MT 59901

Single Point of Contact (SPOC): David Prunty: (406) 758-5790, dprunty@flathead.mt.gov
Website: http://flathead.mt.gov/commissioner

INSTRUCTIONS TO FIRMS

Return Sealed Proposal to:	Mark Face of Envelope/Package with:
Flathead County Commissioners Office **800 South Main Street, Room 302** **Kalispell, MT 59901**	***RFP Response-Demolition of Grain Elevators***

Special Instructions:

FIRMS MUST COMPLETE THE FOLLOWING

Firm Name/Address:	_____ **(Name/Title)** _____ **(Signature)** **Print name and title and sign in ink. By submitting a response to this RFP, offeror acknowledges it understands and will comply with the RFP specifications and requirements.**
Type of Entity (e.g., corporation, LLC, etc.)	**Phone Number:**
E-mail Address:	**FAX Number:**

PLEASE RETURN THIS COVER SHEET WITH RFP RESPONSES

REQUEST FOR PROPOSALS (RFP) FOR DEMOLITION SERVICES

The Flathead County Commissioners are requesting a proposal from firms interested in providing demolition services to completely remove two existing grain elevators, associated equipment, and structures at 3444 Highway 93 South. The work will include removal of concrete foundations and regrading as required to return the property to pre-construction conditions.

RFP Submittal Terms: The Single Point of Contact (SPOC) for this solicitation is:

Dave Prunty, Flathead County Commissioners Office
800 South Main Street, Rm. 302, Kalispell, MT 59901
(406) 758-5790, dprunty@flathead.mt.gov

- A pre-proposal site visit will be held at 10:00 am **November 24, 2015**. All interested parties are strongly encouraged to attend.
- Questions about this RFP must be submitted via e-mail or in writing to the SPOC by **5:00 pm, November 30, 2015.** No additional project questions will be addressed after this date. A response addendum listing all questions received and Flathead County's responses will be posted by 5:00 pm, **December 2, 2015** on the Flathead County webpage at: http://flathead.mt.gov/commissioner
- **Proposals must be submitted to the SPOC no later than 10:30 am on December 10, 2015**
- **Six (6) copies** of the RFP response proposal must be submitted as well as **one (1) electronic disk copy**.
- Please label outside of response package envelope as: ***RFP Response-Demolition of Grain Elevators.***
- Proposals are scheduled for opening by the Board of Commissioners at **10:30 am, December 10, 2015** in the Commissioners Chambers.

TARGET SCHEDULE OF EVENTS

EVENT	DATE
Request for Proposals Issue Date	**November 15, 2015**
Pre-proposal Site Visit	**November 24, 2015**
Deadline for Receipt of Written Questions on RFP:	**November 30, 2015**
RFP Question Responses Posted on County Website:	**December 2, 2015**
RFP Proposals Due to Commissioners Office:	**10:30 am December 10, 2015**
RFP Proposals Opened in Commissioners Office:	**10:30 am December 10, 2015**
Intended Month for Contract Award:	**January 2016**
Intended Month to Complete Demolition & Remediation Work:	**December 2016**

BACKGROUND INFORMATION

This site is located at 3450 U.S. Highway 93 South, approximately 3.5 miles south of the city of Kalispell, in Flathead County, Montana. The site is located on the west side of U.S. Highway 93, immediately south of Ashley Creek and a former railroad grade. Ashley Creek forms the western boundary of the site. The site consists of two parcels of land which total 15.25 acres. Both tracts have been under a single ownership since the early 1900s. Utilities on the site include a domestic well and six septic systems.

The east portion of the site is approximately 20 feet higher in grade than the remainder of the site and may be constructed on fill. A slope break exists north and west of the south grain elevator, otherwise the site is generally level and gently sloping towards Ashley Creek.

Overhead electric borders the site on the east and south and also crosses the north and western portions of the site. A total of 14 pole-mounted transformers were observed on or adjacent to the site. Underground utilities also include natural gas, telephone, and fiber optics.

Properties adjoining the site consist of vacant pasture land beyond Ashley Creek to the north and west and commercial businesses along U.S. Highway 93 to the east and south.

An asbestos survey was completed on the structures and no asbestos was found. The asbestos report will be made available to the demolition firm for inclusion in the demolition permit prepared by the demolition firm.

The work sought by this Request for Proposals is to completely remove the grain elevators and adjacent buildings including the footings and foundations. The site will be regraded to approximate level using native materials on site.

SCOPE OF WORK FOR DEMOLITION SERVICES

The basic services to be provided will include, but may not be limited to the following:

- Complete removal of the south elevator structure including the concrete foundation. (Contractor is advised that there is some grain still in the elevator itself).
- Complete removal of the metal building adjacent to the south elevator structure including the concrete foundation.
- Complete removal of the concrete block building adjacent to the south elevator structure including the concrete foundation.
- Complete removal of the north elevator structure including the concrete foundation. (Contractor is advised that there is some grain still in the elevator itself).
- Complete removal of the concrete block building adjacent to the north elevator structure including the concrete foundation.
- Removal of various concrete structures located on site.

- Rough grading of the existing on-site material to level the site.
- Appling for a Demolition Permit with the State of Montana and pay all associated fees.
- Developing a Storm Water Pollution Prevention Plan (SWPPP) and submit it to the appropriate agencies.
- Coordinating electrical work with the local electric utility, Flathead Electric Cooperative. This includes assurances that the demolition work will not damage the electrical power lines adjacent to the site.
- Coordinating work with the local gas utility, Northwestern Energy.
- Payment of all fees associated with the disposal of material.
- Payment of all permit fees.
- Development of a complete work plan to be reviewed by Flathead County. This work plan is required prior to any work being done on-site. The work plan will include a description of all safety procedures that will be used, including addressing any issues associated with the electrical power line and the natural gas main to the east of the elevators.
- The proposer is responsible for protection of all existing buildings on the site that not scheduled for demolition.
- The proposer is responsible for all safety procedures used during the project.
- The proposer shall take possession of all equipment or material to be demolished.
- Flathead County will relocate some expansion tanks prior to the start of demolition.

See the attached appendix for additional information regarding the structures to be demolished.

REQUEST FOR PROPOSAL CONTENT & EVALUATION CRITERIA

Proposal Submittal:

Firms are solely responsible for all costs incurred in the preparation and submittal of the RFP. Respondents should submit six full copies of their RFP response proposals and one electronic disk copy to the single point of contact for this solicitation by **10:30 am, December 10, 2015**. **No late, faxed, or email proposal submittals will be accepted.** Proposals should not exceed a total of 20 one-sided pages, excluding a one-page cover letter and personnel resumes. Minimum font size for all text is 12 point. Questions about the RFP must be submitted via e-mail or in writing to the single point of contact on or before **5:00 pm, November 30, 2015**. A Response Addendum listing all questions received and Flathead County's responses will be posted by **5:00 pm, December 2, 2015** on the Flathead County webpage at: **http://flathead.mt.gov/commissioner**. It is the responsibility of each firm to check the website if they are interested in the questions received and the responses provided by Flathead County.

Subject to exceptions provided by Montana Law, all information received in response to this RFP, including copyrighted material is public information. Proposals will be made available for

public viewing and copying shortly after the proposal due date and time. The exceptions to this requirement are (1) bona fide trade secrets meeting the requirements of the Uniform Trade Secrets Act, title 30, chapter 14, part 4, MCA, that have been properly marked, separated, and documented; (2) matters involving individual safety as determined by the County; (3) other constitutional protections. The County will provide a hard copy of the RFP responses for interested parties to review during regular business hours at the County Commissioners Office, 800 South Main Street, Room 302, Kalispell, MT. If interested parties would like a copy of the RFP, one will be provided on a disk for a charge of $1.00 per disk copy.

Proposal Content:

Proposals should demonstrate that the firm has the professional capability and availability to satisfactorily and timely complete all the tasks as described in the Scope of Work section of this RFP. Responses should include:

1) The firm's legal name, address, telephone number and principal contact e-mail address;
2) The principal(s) of the firm and their experience and qualifications;
3) The experience, qualifications and assigned roles of any and all staff to be assigned to the project;
4) A description of the firm's prior experience, including similar work related to Demolition Projects;
5) A description of the firms current work activities and how these will be coordinated with the project, as well as the firm's anticipated availability during the term of the project;
6) The proposed work plan and schedule for activities to be performed. This work plan shall include descriptions of the anticipated methods for the demolition of the structures.
7) A minimum of three references that are knowledgeable regarding the firms recent performance on projects, including the company name, location where services were provided, contact person(s), contact telephone number, contact e-mail address, and a complete description of services provided, including dates of service. These references may be contacted to verify a firm's ability to perform the contract. The County reserves the right to use any information or additional references deemed necessary to establish the ability of the firm to perform the contract. (Negative references may be grounds for proposal disqualification).
8) A description of the safety record of the company and all sub-contractors. This shall include the Employee Modification Rate (EMR) of the proposer and all sub-contractors.

Evaluation Criteria:

Respondents will be evaluated and scored according to the following factors:

1) Cost of the proposed work outlined in this Proposal – 35%
2) Overall quality of the Proposal – 15%
3) The qualifications and experience of the personnel to be assigned to the project, including reference checks – 10%
4) Contractor Location – 5%
5) Present or projected workload that would affect completion of the project – 5%
6) Related experience on similar projects – 25%
7) Attendance at pre-proposal site visit – 5%

SELECTION PROCESS

Upon receipt of responses, selection committee members will evaluate all responsive proposals and assign scores based on the stated evaluation criteria provided. Highest ranking firms may be asked to attend an interview or Flathead County may opt to open direct negotiations with the firm that presents the most qualified, highest scoring proposal. If interviews are conducted, finalists are encouraged to bring related examples of work and any other pertinent past project information. Contract negotiations will commence with the highest-ranked demolition firm. The contract will be awarded upon reaching an appropriate price for this work. If an appropriate agreement cannot be reached with the highest-ranked firm, the second-ranked firm will be approached, and so on. Unsuccessful firms will be notified as soon as possible.

This solicitation is being offered in accordance with federal and state statutes governing procurement of services. Accordingly, the County reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate.

Flathead County reserves the right to increase the scope of work with the selected firm as long as the increase is within the firm's ability. Payment and contract terms will be negotiated with the selected firm. Firms interested in contracting with Flathead County are minimally required to provide independent contractors insurance showing at least $1,000,000 worth of business liability insurance, $1,000,000 worth of auto coverage, and proof of workers compensation coverage (or an independent contractor's exemption certificate).

In no event shall any official, officer, employee or agent of Flathead County be in any way personally liable or responsible for any covenant or agreement herein contained whether expressed or implied, not for any statement, representation or warranty made therein or in any connection with the agreement.

While Flathead County has every intention to award a contract resulting from this RFP, issuance of the RFP in no way constitutes a commitment by the County to award and execute a contract. Upon a determination such actions would be in its best interest, the County, in its sole discretion, reserves the right to:

- Cancel or terminate this RFP;
- Reject any or all proposals received in response to this RFP;
- Not award a contract, if it is in the County's best interest not to proceed with contract execution; or
- If awarded, terminate any contract if the County determines adequate funds are not available.

Flathead County is an Equal Opportunity Employer.

EQUAL HOUSING OPPORTUNITY

APPENDIX A
ADDITIONAL PROJECT INFORMATION

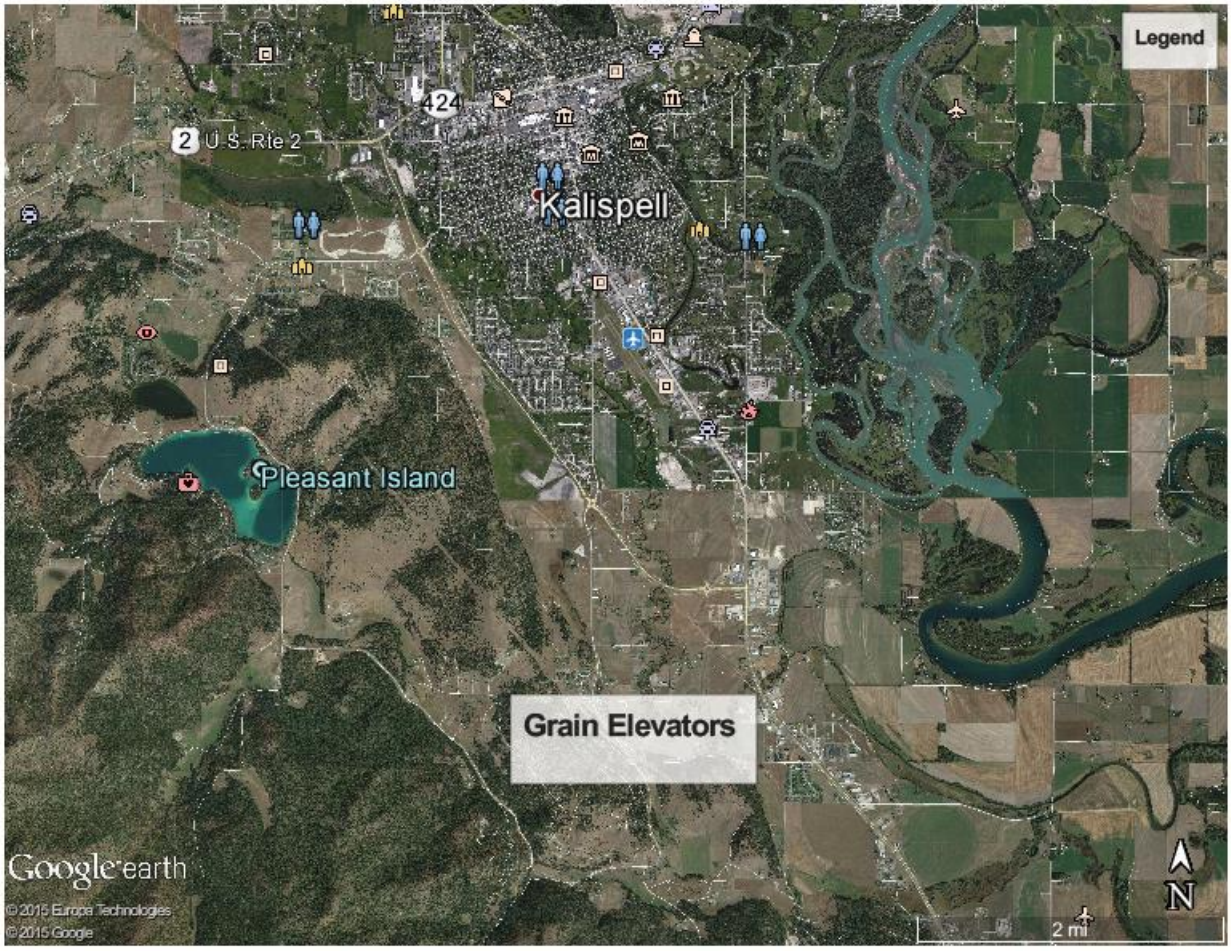

Figure 1a – Overall Site View

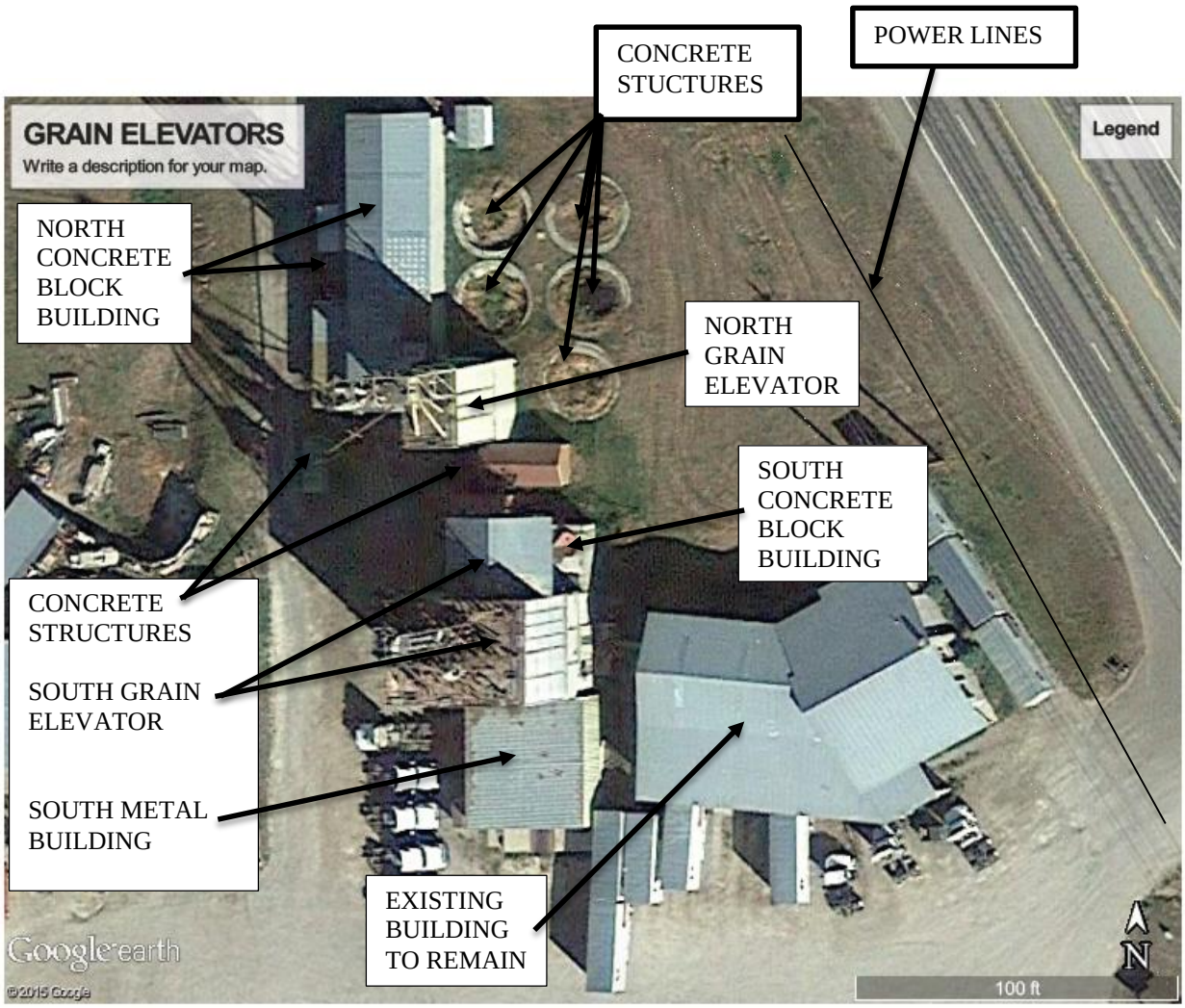

FIGURE 1B - SITE VIEW

FIGURE 2 - VIEW LOOKING NORTH

From the left, this view shows the Concrete Block Building adjacent to the north Elevator, the north Elevator, the south Elevator, and the Metal Building adjacent to the south Elevator. Coordinate the demolition work with the local electric utility, Flathead Electric Cooperative, to avoid any damage to the power lines seen behind the elevators.

North Elevator – Approximate footprint = 25 feet x 20 feet, approximate height = 105 feet.

Concrete Block Building adjacent to North Elevator – West Wing - approximate footprint = 30 feet x 15 feet, approximate height = 10 feet. East Wing - approximate footprint = 90 feet x 20 feet, approximate height = 20 feet.

South Elevator - Approximate footprint = 50 feet x 35 feet, approximate height = 130 feet.

Metal Building adjacent to South Elevator - Approximate footprint = 40 feet x 36 feet, approximate height = 15 feet, floor slab is approximately 5 feet above grade.

Concrete Block Building adjacent to South Elevator - Approximate footprint = 20 feet x 20 feet, approximate height = 12 feet.

Concrete Structures – Seven (7) 25 feet in diameter (approx.) and 6 feet deep (approx.), One (1) 18 feet by 8 feet at grade (unknown depth), one (1) 30 feet by 8 feet at grade (unknown depth).

FIGURE 3 - VIEW LOOKING SOUTHWEST

From the left, this view shows the Concrete Block Building adjacent to the south Elevator, the south Elevator, the north Elevator, the concrete structures in the ground, and the Concrete Block Building adjacent to the north Elevator.

North Elevator – Approximate footprint = 25 feet x 20 feet, approximate height = 105 feet.

Concrete Block Building adjacent to North Elevator – West Wing - approximate footprint = 30 feet x 15 feet, approximate height = 10 feet. East Wing - approximate footprint = 90 feet x 20 feet, approximate height = 20 feet.

South Elevator - Approximate footprint = 50 feet x 35 feet, approximate height = 130 feet.

Metal Building adjacent to South Elevator - Approximate footprint = 40 feet x 36 feet, approximate height = 15 feet, floor slab is approximately 5 feet above grade.

Concrete Block Building adjacent to South Elevator - Approximate footprint = 20 feet x 20 feet, approximate height = 12 feet.

Concrete Structures – Seven (7) 25 feet in diameter (approx.) and 6 feet deep (approx.), One (1) 18 feet by 8 feet at grade (unknown depth), one (1) 30 feet by 8 feet at grade (unknown depth).

FIGURE 4 - VIEW LOOKING SOUTHEAST

From the left, this view shows the Concrete Block Building adjacent to the north Elevator, the north Elevator, and the south Elevator.
North Elevator – Approximate footprint = 100 feet x 150 feet, approximate height = 25 feet.

North Elevator – Approximate footprint = 25 feet x 20 feet, approximate height = 105 feet.

Concrete Block Building adjacent to North Elevator – West Wing - approximate footprint = 30 feet x 15 feet, approximate height = 10 feet. East Wing - approximate footprint = 90 feet x 20 feet, approximate height = 20 feet.

South Elevator - Approximate footprint = 50 feet x 35 feet, approximate height = 130 feet.

Metal Building adjacent to South Elevator - Approximate footprint = 40 feet x 36 feet, approximate height = 15 feet, floor slab is approximately 5 feet above grade.

Concrete Block Building adjacent to South Elevator - Approximate footprint = 20 feet x 20 feet, approximate height = 12 feet.

Concrete Structures – Seven (7) 25 feet in diameter (approx.) and 6 feet deep (approx.), One (1) 18 feet by 8 feet at grade (unknown depth), one (1) 30 feet by 8 feet at grade (unknown depth).

FIGURE 5 - CONCRETE BLOCK BUILDING ADJACENT TO THE SOUTH ELEVATOR

This is a view of the Concrete Block Building adjacent to the south Elevator. The coordinate the removal of the natural gas service with Northwestern Energy and the removal of the electrical service with Flathead Electric Cooperative.

North Elevator – Approximate footprint = 25 feet x 20 feet, approximate height = 105 feet.

Concrete Block Building adjacent to North Elevator – West Wing - approximate footprint = 30 feet x 15 feet, approximate height = 10 feet. East Wing - approximate footprint = 90 feet x 20 feet, approximate height = 20 feet.

South Elevator - Approximate footprint = 50 feet x 35 feet, approximate height = 130 feet.

Metal Building adjacent to South Elevator - Approximate footprint = 40 feet x 36 feet, approximate height = 15 feet, floor slab is approximately 5 feet above grade.

Concrete Block Building adjacent to South Elevator - Approximate footprint = 20 feet x 20 feet, approximate height = 12 feet.

Concrete Structures – Seven (7) 25 feet in diameter (approx.) and 6 feet deep (approx.), One (1) 18 feet by 8 feet at grade (unknown depth), one (1) 30 feet by 8 feet at grade (unknown depth).

FIGURE 6 - VIEW OF CONCRETE STRUCTURES

This is a view of the circular concrete structures at the site.

North Elevator – Approximate footprint = 25 feet x 20 feet, approximate height = 105 feet.

Concrete Block Building adjacent to North Elevator – West Wing - approximate footprint = 30 feet x 15 feet, approximate height = 10 feet. East Wing - approximate footprint = 90 feet x 20 feet, approximate height = 20 feet.

South Elevator - Approximate footprint = 50 feet x 35 feet, approximate height = 130 feet.

Metal Building adjacent to South Elevator - Approximate footprint = 40 feet x 36 feet, approximate height = 15 feet, floor slab is approximately 5 feet above grade.

Concrete Block Building adjacent to South Elevator - Approximate footprint = 20 feet x 20 feet, approximate height = 12 feet.

Concrete Structures – Seven (7) 25 feet in diameter (approx.) and 6 feet deep (approx.), One (1) 18 feet by 8 feet at grade (unknown depth), one (1) 30 feet by 8 feet at grade (unknown depth).