



**Request for Proposals
for
Deconstruction/Architectural Salvage Services
Date Issued: April 11, 2018
Date Due: May 8, 2018 at Noon**

The Greater Syracuse Land Bank is seeking to contract for deconstruction/architectural salvage services to be performed at an hourly rate. We are evaluating Land Bank homes slated for demolition and creating an inventory of items in each that should be salvaged prior to demolition. We will conduct testing to ensure that the removal of these items will not involve the disturbance of any asbestos containing material.

The selected contractor will receive an inventory with photos and a detailed list of items to salvage from each house. We are seeking proposals from small businesses and/or not-for-profits with experience in the building trades with whom we would contract to 1) carefully remove of these inventoried items and 2) transport these items to a warehouse facility.

We anticipate that we will salvage material from 15-30 homes this summer and fall. Materials that will be salvaged include hardware, doors, cabinetry, newel posts, balustrades, sinks, tubs, baseboards, wood trim, and wood paneling. Occasionally, salvage will include exterior elements such as porch columns or decorative roof brackets. In cases where structural elements such as columns are being removed, the contractor will construct a temporary replacement that will hold until the building is demolished and will be able to charge the land bank for materials involved in addition to the standard rate bid in this proposal.

Once warehoused, the Land Bank will re-sell the salvaged materials. Our objectives are 1) to see these items kept out of the landfill and reinstalled in other homes being renovated in the community and 2) that this project provides an on-the-job training opportunity for local residents interested in getting into the building trades. If this pilot program proves to be a success, we will use revenue from the sale of salvaged items to continue the work on additional houses.

A. Bidder Qualifications

- Bidders should be small businesses or not-for-profits with experience in the building trades.
- This program is intended to provide employment and training opportunities for low-income individuals. Preference will be shown for contractors that have worked successfully with Jobs Plus in the past. The successful bidder must employ labor from the JobsPlus! program. For more information, contact JobsPlus!: https://www.jobsplus.cc/about_us.htm
- Preference will be shown for bidders with experience in deconstruction/architectural salvage.
- The successful bidder must be an EPA Certified Lead-Safe Firm and the remainder of employees involved in renovation activities to either also be certified renovators or be trained on the job by a certified renovator.
- All laborers must have their OSHA 10-hour course completion card.

B. Insurance Requirements

The Contractor shall provide for itself and maintain at its own cost and expense until the completion of the Work the following forms of insurance:

1. Commercial General Liability ("CGL") coverage with limits of liability not less than One Million Dollars (\$1,000,000.00) per occurrence and not less than Two Million Dollars (\$2,000,000.00) annual aggregate. If CGL coverage contains a General Aggregate Limit, such General Aggregate Limit shall apply separately to each Property. CGL coverage shall be written on ISO occurrence form GC 00 01 (1093) or a substitute form providing equivalent coverage.
2. Commercial Liability Umbrella coverage with limits of liability not less than Two Million Dollars (\$2,000,000.00).
3. Comprehensive Automobile Liability coverage with limits of not less than One Million Dollars (\$1,000,000.00) per accident.
4. Workers' Compensation and Employers' Liability.

The Land Bank shall be named as an additional insured on the policies required by subparagraphs (a) and (b) above. The Contractor shall furnish certificates of insurance to the Land Bank and corresponding policy endorsement setting forth the required coverage hereunder prior to entering the Property or commencing any Work, and such polies shall contain an endorsement requiring the carrier to give at least ten days' prior notice of cancellation to the Land Bank. All insurance required by this Contract shall be primary and non-contributing to any insurance maintained by the Land Bank. The Contractors policy may not contain any exclusion for NY Labor Law, injury to employees or injury to subcontractors. Subcontractors are required to have an unmodified Commercial General Liability policy without limitation with respect to Employers Liability and injury to Independent Contractors. The Contractor shall ensure that any subcontractors hired carry insurance with the same limits and provisions provided herein. The Contractor agrees to cause each subcontractor to furnish the Land Bank with copies of certificates of insurance and the corresponding policy endorsements setting forth the required coverage hereunder prior to any such Contractor entering the Property or commencing any Work.

C. Non-Collusive Bidding Certification

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; and
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

D. Proposal Requirements

1. Describe your experience in the building trades.
2. Describe your capacity. Do you have the supervisory personnel, tools, and vehicles needed for this project?
3. Describe how you would manage this task.
 - A. How many JobsPlus! clients do you project you will hire for this task? What kind of training will be provided to these employees? What kind of supervision will be provided in the field?
 - B. Each team will be comprised of a supervisor and how many laborers? How will materials be transported to the Land Bank's storage facility?
4. Quote an hourly rate for supervisors and laborers and indicate how many of each will comprise a crew.
5. Please indicate whether your company is a NY State Certified M/WBE.
6. Please provide two professional references.

E. Submission

Proposals must be submitted to kwright@syracuselandbank.org by noon on Tuesday, May 8, 2018. Please title the subject line: "Deconstruction Services RFP."

F. Disclaimer

The GSPDC expressly reserves the right at any time prior to May 8, 2018 to change the requirements or specifications of this bid and the renovation, requested thereunder. The GSPDC further reserves the right to reject all bids hereunder and re-bid the job or, at its sole discretion, to not award the job to any bidder following receipt of any and all bids hereunder. The GSPDC shall not be bound to award the job, regardless of bids received. In no event shall the GSPDC be liable to any respondents for any costs incurred in submitting a response to this RFP. This RFP creates no legal obligations on the part of the GSPDC.