

REQUEST FOR PROPOSALS (RFP)

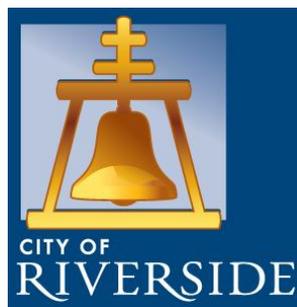
to complete a

**Comprehensive asbestos survey and report in preparation
for demolition of for four residential structures located at
3836 2nd Street, Riverside, CA with a 5 day turnaround time**

Housing RFP No. 10

Issued: September 27, 2013

Proposals Due: October 11, 2013
no later than 2 P.M.



HOUSING AUTHORITY OF THE CITY OF RIVERSIDE

Request for Proposals

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EXHIBIT "A" – Site Map

1. PURPOSE

Purpose

The Housing Authority of the City of Riverside (Authority) is seeking a qualified environmental firm to conduct a pre-demolition environmental survey for the presence of Asbestos at the above address. The survey is required to satisfy all requirements building demolition, in accordance with Cal-OSHA Rule Title 8 CCR 1529¹ & 1532.1 and NESHAP/SCAQMD Rule 1403 as it pertains to this project only.

2. BACKGROUND

City of Riverside

As of 2011, the City of Riverside had an estimated population of 303,871 and is currently ranked the 12th largest city in California. Located in the Santa Ana River Valley approximately 60 miles east of Los Angeles and 100 miles north of San Diego, the City has historic roots, a progressive outlook, and a tradition of stable, elected civic leaders committed to maintaining a diversified economy, balanced land uses, quality developments and cultural amenities.

The City is home to four internationally recognized colleges and universities, including the prestigious University of California, Riverside with an expanding student population of 20,746 (Fall 2010). Riverside has a large and diverse economy with the Inland Empire's largest number of businesses and total jobs. Incorporated in 1883, Riverside is a Charter City with a unique blend of historic charm and modern city features. The community is rich in history, art and culture, and its residents enjoy excellent ballet, symphony, art, museums, theater and the Citrus State Historic Park and public school districts that are applying innovative techniques to develop a highly sought after workforce.

The City is an important financial and professional center with numerous legal, accounting, brokerage, architectural, engineering, software firms and banking institutions. The downtown is anchored by the historic Mission Inn, which has earned a reputation as the "Downtown of the Inland Empire." The downtown is also home to many state government offices, the Riverside County Administrative Center and a system of county, state and federal courts serving the Inland Empire.

Riverside's diverse manufacturing base includes such sectors as electrical instruments, plastics, wood and metal fabrication, food processing and recreational vehicles. Technological and manufacturing companies are supported by educational institutions offering specialized training and research partnerships. Businesses benefit from excellent

¹ Materials found to contain greater than one percent asbestos by weight as determined by the PLM method of analysis are mandated by the USEPA to be treated, and disposed as asbestos-containing material (ACM), subject to 40 CFR 61. Further, when disturbed for construction purposes, these materials are subject to Cal/OSHA regulations.



freeways, rail access, high-speed fiber optic telecommunications, reasonable land and building costs, city owned electrical and water systems and a large general aviation airport. Riverside citizens are proud of the city's unique character born from a tradition of careful planning. Through the City's Office of Historic Preservation, it is committed to preserving the past as a firm foundation for the future. Over 100 City Landmarks, 20 National Register Sites offer enjoyment and education to city residents and visitors.

3836 2nd Street

The subject property is improved with four buildings. Two are duplexes, one located near the south property line and another located near the north property line. Between these two duplexes are two freestanding buildings, each occupied by one or more living units. No building permits are on record for any new construction on the subject property; however, Assessor records record the presence of a structure with a valuation of \$200 in 1911. This most likely corresponds to the southerly duplex. In 1925, another increase in assessed valuation along with documentation in city directories of a third unit, reflect the addition of the building situation northeast of the 1911 duplex. In 1938 a substantial increase in the assessed valuation for structures likely corresponds with the construction of the duplex situation at the front setback along with the adjacent garage.

It is the current intent of the Housing Authority to demolish all structures on the site.

3. PROJECT SITE DESCRIPTION

Size: 6 living units (approx.), 4 structures

Height: Single story

Year Built: circa 1911-1938

Utilities: No utilities are connected, all windows are boarded. Flashlights are necessary to see indoors.

Interior of the building: All buildings have been vacant for a long period of time and have been the subjected to transient occupants from time to time. There are trash and debris indoors. Use caution.

4. SITE CONTROL

The Housing Authority of the City of Riverside the project site and building.



There is a high transient population in the neighborhood who has breached the structures in the past, however, all structures are securely boarded at the time of the writing of this RFP.

Selected consultant will be responsible for the un-boarding and secure re-boarding of all units.

5. SCOPE OF WORK

- A. Un-board/gain access to all units necessary to obtain sufficient samples.
- B. Comprehensive Asbestos Survey Shall Include:
 - Inspection of all accessible locations and bulk sampling of suspect asbestos-containing materials (ACM) by a state certified asbestos consultant or certified site surveillance technician, utilizing AHERA sampling protocols.
 - Analysis of suspect ACM samples by a NVLAP accredited laboratory, utilizing Polarized Light Microscopy (PLM) with dispersion staining, in accordance with current regulatory requirements².
 - Report preparation including sample locations, sample results, digital photographs, friability evaluations and remedial recommendations.
 - Provide pricing for - Sample analysis based on 5-day turn-around

Suspect Asbestos-Containing Materials:

Composite Drywall	Window Putty
Stucco	HVAC Ducting (if applicable)
Multiple VFT Flooring Types	Plaster
Transite Pipes	Acoustic Spray On
Roofing Materials	Cove Base/Mastic
Roof Mastic	Blown in Insulation

- C. One digital copy of the final report sent via e-mail. No hard-copy of the report is required.

6. PROPOSAL REQUIREMENTS

The Department requires each firm to submit Proposals clearly addressing all of the requirements outlined in this RFP. The detail of the Proposal shall be limited to ten (10) pages and must include a minimum of three (3) references, which include the address, telephone number, and email address of each reference. Résumés and company qualification brochure data may be included over and above the 10-pages, provided they are located in an Appendix at the back of the Proposal.

² United States Environmental Protection Agency’s (USEPA) Determination of Asbestos in Bulk Building Materials: EPA/600/R93/611, July 1993



Should the respondent have concerns about meeting any requirements of this RFP, the developer shall include a clearly labeled subsection with individual Statements specifically identifying the concerns and exceptions.

Though the developer may submit a Proposal organized according to its preference, it must be clear and concise. The Proposal must contain information covering the following:

A. Team Identification

Experience and Background – It is essential that the Authority understand the experience and capabilities of the firm as well as the technician who will be performing the sampling, analysis of samples and drafting the report and recommendations. Clearly state the name, address and phone number of the person who will serve as the contact during the selection process.

B. Relevant Development Project Experience and Background

1. Explain how the proposal will meet the Purpose of the project.
2. Provide a summary of experience in conducting similar assessments for Public Agency owned/financed projects.

C. Cost

- (a) Cost for providing a 5-day turnaround

D. References

A minimum of three references must be provided. It is preferable if they relate to project where Federal (Department of Housing and Urban Development – HUD) dollars were used to fund the project.

7. INSTRUCTIONS AND SCHEDULE FOR SUBMITTAL OF PROPOSALS

All Proposals shall be signed and sealed by a duly authorized representative of the Company. The name and mailing address of the individual executing the Proposal must be provided.

The Authority shall not be liable for any pre-agreement expenses incurred by any company in relation to the preparation or submittal of Proposals. Pre-agreement expenses include, but are not limited to, expenses by company in: preparing a Proposal or related information in response to RFP; negotiations with Authority on any matter related to this RFP; and costs associated with interviews, meetings, travel or presentations. Additionally, Authority shall not be liable for expenses incurred as a result of Authority's rejection of any Proposals made in response to this RFP.



Submittal Method

Submit digital copy of proposal via e-mail to:

Shonda Herold
Housing Project Coordinator
sherold@riversideca.gov

LATE PROPOSALS WILL NOT BE CONSIDERED

Submittal Date:

Proposals are to be submitted on or before **2:00 p.m, October 11, 2013.**

The Housing Authority reserves the right to reject any and all proposals and to waive information and minor irregularities in any proposal received.

8. PUBLIC RECORDS

All Qualifications/Proposals submitted in response to this RFP become the property of the Authority and under the Public Records Act (Government Code § 6250 et. seq.) are public records, and as such may be subject to public review at least ten (10) days before selection and award.

If a Company claims a privilege against public disclosure for trade secret or other proprietary information, such information must be clearly identified in the Proposal.

Note that under California law, price proposal to a public agency is not a trade secret.

8. EVALUATION PROCESS AND SELECTION CRITERIA

The Authority will conduct the selection process. The Authority is the final decision-maker regarding this selection, and it reserves the right to reject any or all responses or to terminate development negotiations at any time. The Authority reserves the right to request clarification or additional information from individual respondents.

The Authority will select a firm with the experience and technical competence necessary to complete the required testing and make necessary recommendations to allow the Housing Authority to comply with all environmental laws related to the safe renovation of the subject apartment units.

Proposals will be reviewed and scored on a competitive basis relative to the evaluation criteria below:

- A. Ability to implement Project Purpose (15%)
- B. Demonstration of relevant project experience (15%)
- C. Cost (70%)



SHOULD YOU HAVE ANY QUESTIONS REGARDING THIS PROPOSAL, OR WOULD LIKE ACCESS TO THE PROJECT SITE IN ADVANCE OF SUBMITTING YOUR POPOSAL PLEASE CONTACT: SHONDA HEROLD, PROJECT COORDINATOR AT 951.826.5590 OR VIA E-MAIL.