

**REQUEST FOR SEALED BIDS  
FOR  
ASBESTOS ABATEMENT PROFESSIONAL  
SERVICES  
Bid Number: 2021-16**

**INVITATION FOR BIDS:**

Sealed Proposals for furnishing materials, equipment or services as described herein will be received at **Facilities Administration and Planning, 1660 Tune Ave., Florence, Alabama, 35630 until 2:00 P.M. local time on April 8<sup>th</sup> 2021.**

It is understood that the owner may accept any or all items at the prices listed in this proposal within a noted timeframes on the specification page. Time is of the essence to this bid and if delivery is not made within the time specified, the University reserves the right to cancel any order placed as a result of this bid. This bid may be withdrawn at any time prior to the scheduled time for the opening of bids, or any authorized postponement thereof.

**DIRECTIONS FOR MAILING BIDS:**

Do not place more than one bid in an envelope. Envelopes containing more than one bid may not be opened in time for a bid to be considered.

Envelopes containing bids must be sealed, marked and addressed as follows:

**ADDRESSED TO:**

**(If via any postal service)**

University of North Alabama  
Facilities Administration and Planning  
UNA Box 5018  
Florence, AL 35632-0001

**(If hand carry)**

University of North Alabama  
Facilities Administration and Planning  
1660 Tune Avenue  
Florence, AL 35632-0001

**BID FOR:** Asbestos Abatement at LaGrange Hall  
Bid No. 2021-16

**CAUTION** –It is the bidder's responsibility to ensure that the bid is received in the Facilities Administration and Planning Department by the date and time specified; no assumptions should be made in regard to an extension due to unforeseen circumstances of any kind, no due date or time will change without advance written notice from the Procurement Office.

Bidders are strongly cautioned to mail or ship bids to allow ample time for receipt in the Facilities Administration and Planning Department. Overnight or next day delivery services may not be adequate. Since bids must be received in a sealed envelope, faxed or emailed bid copies cannot be accepted.

Bids received in the Facilities Administration and Planning Department after the specified date and time set forth above will not be considered

**Bids will be opened publicly in Facilities Administration and Planning Department, Training Room 108 at 2:00 P.M. local time on April 8<sup>th</sup> 2021.**

**UNIVERSITY OF NORTH ALABAMA**  
**VENDOR CERTIFICATION**  
**PURSUANT TO ACT NO 2012-491 & ACT2014-044**

ALABAMA LAW (SECTION 31-13-9 , CODE OF ALABAMA 1975: By signing a contract resulting from this proposal, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

ALABAMA LAW SECTION 16-25-26C , CODE OF ALABAMA 1975; Legislation requiring the University of North Alabama to report to Retirement Systems of Alabama individuals paid for personal services who are currently receiving benefits from TRSA or ESA became effective October 1, 2013. No minimum level of compensation was defined. **Any individual receiving direct or indirect compensation from this contract who is a retiree receiving benefits from the State of Alabama Retirement System MUST NOTIFY UNA of this status along with Bid/RFP Submission.**

Bidder hereby certifies full compliance with Act No. 2012-491 & Act No. 2014-044:

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Authorizing Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

*State of* \_\_\_\_\_ *County of* \_\_\_\_\_

**CERTIFICATE OF COMPLIANCE WITH THE BEASON-HAMMON ALABAMA TAXPAYER  
AND CITIZEN**

**PROTECTION ACT (ACT 2011-535, as amended by Act 2012-491)**

**DATE:** \_\_\_\_\_ **RE:** Contract/Grant/ Incentive (*describe by number or subject*):

**BID/RFP** \_\_\_\_\_ by and between

\_\_\_\_\_ (Contractor/Grantee) and

\_\_\_\_\_ (State Agency,

Department or Public Entity)

The undersigned hereby certifies to the State of Alabama as follows:

1. The undersigned holds the position of \_\_\_\_\_ with the Contractor/Grantee named above, and is authorized to provide representations set out in this Certificate as the official and binding act of that entity, and has knowledge of the provisions of THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 201 1-535 of the Alabama Legislature, as amended by Act 2012-491) which is described herein as "the Act".
2. Using the following definitions from Section 3 of the Act, select and initial either (a) or (b), below, to describe the Contractor/Grantee's business structure. **BUSINESS ENTITY.** Any person or group of persons employing one or more persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood, whether for profit or not for profit. "Business entity" shall include, but not be limited to the following:

- a) Self-employed individuals, business entities filing articles of incorporation, partnerships, limited partnerships, limited liability companies, foreign corporations, foreign limited partnerships, foreign limited liability companies authorized to transact business in this state, business trusts, and any business entity that registers with the Secretary of State.
- b) Any business entity that possesses a business license, permit, certificate, approval, registration, charter, or similar form of authorization issued by the state, any business entity that is exempt by law from obtaining such a business license, and any business entity that is operating unlawfully without a business license.

**EMPLOYER.:** Any person, firm, corporation, partnership, joint stock association, agent, manager, representative, foreman, or other person having control or custody of any employment, place of employment, or of any employee, including any person or entity employing any person for hire within the State of Alabama, including a public employer.

This term shall not include the occupant of a household contracting with another person to perform casual domestic labor within the household.

\_\_\_\_ (a) The Contractor/Grantee is a business entity or employer as those terms are defined in Section 3 of the Act.

\_\_\_\_ (b) The Contractor/Grantee is not a business entity or employer as those terms are defined in Section 3 of the Act.

3. As of the date of this Certificate, Contractor/Grantee does not knowingly employ an unauthorized alien within the State of Alabama and hereafter it will not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama;
4. Contractor/Grantee is enrolled in E-Verify unless it is not eligible to enroll because of the rules of that program or other factors beyond its control.

Certified this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Name of Contractor/Grantee/Recipient

**By:** \_\_\_\_\_

**Its:** \_\_\_\_\_

The above Certification was signed in my presence by the person whose name appears above, on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

**WITNESS:** \_\_\_\_\_

*Printed name of Witness:* \_\_\_\_\_

**State of Alabama**  
**Disclosure Statement**  
(Required by Act 2001-955)

---

ENTITY COMPLETING FORM

Agreement Number

---

ADDRESS

---

CITY, STATE, ZIP

TELEPHONE NUMBER

(       )

---

STATE AGENCY/DEPARTMENT THAT WILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD

---

ADDRESS

---

CITY, STATE, ZIP

TELEPHONE NUMBER

(       )

This form is provided with:

☐

Contract

☐

Proposal

☐

Request for Proposal

☐

Invitation to Bid

☐

Grant Proposal

---

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year?

☐ Yes

☐ No

If yes, identify below the State Agency/Department that received the goods or services, the type(s) of good or services previously provided, and the amount received for the provision of such goods or services.

---

Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year?

☐ Yes

☐ No

If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

---

1. List below the name(s) and address(es) of all public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

---

---

---

2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

---

---

---

---

If you identified individuals in items one and/or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

---

---

---

---

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

---

---

---

---

List below the name(s) and address(es) of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal:

---

---

---

---

By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00, is applied for knowingly providing incorrect or misleading information.

---

Signature

---

Date

---

Notary's Signature

---

Date

---

Date Notary Expires

*Act 2001-995 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.*

# ***INSTRUCTIONS TO BIDDERS***

1. **General:** The University of North Alabama will contract for independent professional asbestos abatement services as described in this Request for Sealed Bids. Contracts for Asbestos Abatement will be a Professional Contract, **Fixed Fee** between The University of North Alabama (Owner), and the Professional firm (Asbestos Abatement Professional).
  - A. Pursuit to the provisions of the State of Alabama Competitive Bid Law rules and regulations adopted there under, sealed bids will be received on the items noted herein by the Purchasing Department, University of North Alabama, Florence, Alabama 35630, until the date and time stated in paragraph 2.E (below). **Bid Number and opening date must be clearly marked on the outside of all bid packages.**
  - B. Interested bidders should review the attached Standard Terms and Conditions for additional information prior to responding to this Request for Sealed Bids.
  - C. All bids are to be "F.O.B. Destination"
  - D. Bids may "NOT" be faxed directly to the University in response to this Request for Sealed Bids.
  - E. Bids must be signed in ink or it will not be considered.
2. **SUBMISSIONS:** Any individual, firm, or corporation desiring to provide professional Asbestos Abatement services should submit the following to The University of North Alabama.
  - A. **Letter of interest:** Each submission must be accompanied by an individual letter. Such letter shall describe the Asbestos Abatement Firm's approach to the service provided and what the firm believes makes them the best choice for this contract.
  - B. **Bid Bond:** A cashier's check or bid bond payable to the University of North Alabama in an amount not less than five (5) percent of the total project bid, but in no event more than \$10,000, must accompany the bidder's proposal.
  - C. **Project History:** Each submission must be accompanied by a list of projects where the submitting firm has successfully performed total asbestos abatement services as the prime asbestos abatement professional. The listed projects should have been completed in that past 5 years. Each project description shall include project description, scope of asbestos abatement services and contract amounts. Firm should only include projects where they were the prime asbestos abatement professional.
  - D. **Key Personnel List:** Each submission should include a list of personnel that will be providing services on this project along with a brief resume of each. Also to be included is a project organizational chart that will indicate the scope of services each professional provides on typical projects. Individual Key Personnel Resumes submitted shall include the following items at a minimum:
    - 1) Educational Background
    - 2) Work Experience
    - 3) Professional Licenses and Certifications
    - 4) Memberships and Organizations
    - 5) Additional Qualifications

The Key Personnel data should include the firm's professionals who will provide services on this contract in the following areas:

    - 1) Principal of the Firm
    - 2) Lead Field Engineer
    - 3) Lead Safety and Environmental Officer
  - E. **Statement of Qualifications:** Each submission must be accompanied by a statement of qualifications including the following information:
    - 1) History of the firm
    - 2) Evidence that asbestos abatement is a principal enterprise of the firm

- 3) Asbestos abatement expertise and capability
- 4) (3) Prior asbestos abatement reference contacts with telephone numbers and letters of recommendation
- 5) Asbestos abatement Certifications
- 6) Letter of affiliations with other firms such as partners, joint ventures and parent companies
- 7) List of professional subcontracts to be used to perform this service
- 8) Professional liability insurance certificate or binder

1. **PROJECT:** The University of North Alabama intends to contract with a single independent Professional firm to perform as asbestos abatement Professional on the LaGrange Hall Building Renovation project. This facility variously includes: offices, classrooms, auditoriums, add teaching/research laboratories.
2. **QUALIFICATIONS:** The asbestos abatement firm must have proven asbestos abatement success for similar buildings of this size and construction. Firms meeting these qualifications are invited to respond to this Request for Sealed Bids.

The principal of the firm AND the Asbestos Abatement Firm must be registered with the State of Alabama. Preferred qualifications include a minimum of five (5) years asbestos abatement experience with similar buildings as defined above. Certification by a nationally recognized authority is required. Particular past experience of the firm and/or asbestos abatement engineers in the field of maintenance engineering, renovation, and construction of higher education facilities is of high importance to the Owner in selecting a successful firm for this contract.

3. **ASBESTOS SCOPE OF WORK:** Asbestos Abatement of all asbestos containing materials including but not limited to the following scope, preparing the building for total renovation:

**LaGrange Hall  
UNA Campus, Florence, Alabama  
Summary of Asbestos Building Materials  
Reported by TTSI**

LOCATIONS	MATERIAL	
Throughout Building	Window Caulk/Glazing	Approx. 250 Dorm Room Windows
Roof	Perimeter Roof Flashing	Approx. 2,080 Square Feet
Throughout Building	Floor Tiles and Mastic	Approx. 27,375 Square Feet
Throughout Building	Spray Applied Ceiling Texture	Approx. 38,300 Square Feet
All Hallways	Ceiling Plaster	Approx. 5,280 Square Feet
All Mechanical Rooms and Pine Chase under 1 <sup>st</sup> Floor	Pipe Insulation/Wrap/Mastic, including Fittings	Approx. 1,075 Linear Feet and 100 fittings
Room 0113	Vessel Insulation	Approx. 200 Square Feet

**Total Price for removal of asbestos containing material      \$\_\_\_\_\_**

4. **NON ASBESTOS SCOPE OF WORK:** Demolition and disposal of NON Asbestos containing material in addition to the above scope including carpet, floor tile, acoustical ceilings, furred

down ceilings preparing the building for total renovation:

- A. Remove and dispose of VCT in rooms 0111, 0110, 0106, 0231, and 0231.
- B. Remove and dispose of carpet in rooms 0220, 0232, 0320, 0331, 0332, 0430, 0418, 0429, 0428, 0532, 0520, 0531
- C. Remove and dispose of surface mounted light fixtures in rooms 0104, 0126, 0111, 0107.
- D. Remove and dispose of acoustical ceiling tile and grid in room 0106.
- E. Remove and dispose of the furred down ceiling in the hallways on the 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> floors.

Total Price for removal of non-asbestos containing material \$ \_\_\_\_\_

■

**The Detail Identification of the Scope of this Work reported by Terrell Technical Services, Inc. which can be downloaded using this link (if hyperlink does not work, please copy and paste into your browser:**

<https://unaedu->

[my.sharepoint.com/:b/g/personal/kchudson\\_una\\_edu/EesK4OuqWxtKpWAZZe1uF9gBDHJ4Qs7kaV6QDjnOStq4kA?e=4jc2h3](https://my.sharepoint.com/:b/g/personal/kchudson_una_edu/EesK4OuqWxtKpWAZZe1uF9gBDHJ4Qs7kaV6QDjnOStq4kA?e=4jc2h3)

5. **Other Terms and Conditions:** Work will be coordinated with the University of North Alabama project manager assigned to this project, or as defined by the project documents. Work may be scheduled and performed according to the schedule agreed to by the UNA project manager prior to the start of the work. . Based on campus operations the successful bidder must be willing to schedule work after 6:00 a.m., during the regular work day and on weekends at the discretion of the University's project coordinator. During abatement operations, the Asbestos Services Contractor shall have sole and complete use of the building for abatement operations. Contractor shall provide portable restroom facilities for workers. The building is not occupied shall be solely available to the abatement contractor for the duration of the abatement period. All work shall be done in such a manner as to not disrupt normal surrounding campus operations.

This building is scheduled for total demolition. Therefore care does not have to be taken regarding any existing equipment, furnishings, or finishes. Bidders must indicate their willingness to accept these conditions with their bid form.

- a. It will be the responsibility of the successful bidder to provide qualified supervision and labor in addition to all the necessary tools, equipment and consumables necessary to perform the project. The Contractor will provide roll off dumpsters as needed and the contractor shall label and secure the dumpster until such time the material is transported for disposal. Asbestos Services Contractor shall coordinate and pay for all associated waste disposal for the project. The University will provide utility services as needed by the contractor. All electrical service must be GFCI protected by the contractor's connection.
- b. The contractor, his supervisor and workers performing asbestos services must be currently trained, registered, licensed and or certified as required by the State of Alabama. Successful bidder must have a qualified supervisor on site at all times while asbestos related services are being performed. Contractor is to provide copies of licenses/certifications to perform asbestos services and proof of insurance. Insurance must include pollution coverage and asbestos related occurrences.
- c. All work is to be performed in strict accordance with all applicable ADEM, EPA, OSHA, other state and local regulations. The University's Facilities Administration and Planning department will serve as the University's representative for compliance issues. Failure to comply with applicable regulations or laws shall be cause for immediate work suspension and possible contract cancellation. It is the contractor's responsibility to ensure a safe work environment for his employees/representatives at all times. Any work environment safety issues which the contractor is unable to correct with the University's designated project manager must be brought to the attention of the Facilities Administration and Planning department with written notification prior to work activity. Bracing and additional equipment needed to perform work in elevated areas will be the contractor's responsibility. Should damage occur to any University building, structure, equipment or other property as caused by the contractor's employee(s), equipment and or process; repairs will be at the contractor's expense and meet current University standards. Upon completion of a particular project or phase, the contractor shall provide the Facilities Administration and Planning office copies of:



- i. Employee time sheets
  - ii. Supervisor daily reports
  - iii. Work area sign in sheets
  - iv. Air monitoring & inspection reports
  - v. Waste disposal manifests
- d. **Contractor will be required to coordinate with an independent laboratory (contracted by UNA) for all air monitoring.** The air monitoring contractor shall submit all regulatory authority certificates, and liability insurance certificates to UNA prior to the start of work. Air monitoring shall be performed in strict accordance with all applicable ADEM, EPA, OSHA, other state and local regulations. Air monitoring reports shall be submitted to UNA upon completion of the work.

All asbestos abatement contractor time sheets and daily reports must be properly dated, signed and legible. Work area sign in sheets must have the individual worker's signature; at no time will another employee or supervisor be permitted to sign for another. Air monitoring & inspection reports must come back clear prior to starting barrier removal work.

- e. Waste disposal manifests and project records must be received prior to any payment. Payment arrangements are to be made with the University's project coordinator assigned to the project.
  - f. The following information must be included with bid proposals:
    - i. List all craft specifications required to perform abatement services and typical crew size ratio.
    - ii. List of equipment scheduled to be utilized.
    - iii. Define rates by service type as specified and rates for weekend and holiday work.
    - iv. Copies of Safety Data Sheets for any chemicals and or products to be utilized.
    - v. List of costs associated with emergency mobilization and services to include travel time.
    - vi. Holidays recognized by your company.
    - vii. Current proof of insurance and licenses.
    - viii. Statement of acceptance of conditions for work as specified within bid requirements.
6. **Unit Pricing:** In addition to the firm fixed fee for the entire scope of work, submit the following unit pricing for additions or deletions from scope.

Unit Bid Price Sheet - Define rates by service type as specified and for weekends & holidays

**Service type 1 - Asbestos Abatement**

Floor tile and Mastic (one layer)	\$ _____ \$ _____ per sq. foot *
Spray on Acoustical Ceiling Material	\$ _____ \$ _____ per sq. scrape *
	\$ _____ \$ _____ per sq. demo *
Fire Proofing	\$ _____ \$ _____ per sq. scrape *
Pipe Wrap and Insulation	\$ _____ \$ _____ per linear foot up to 4" o.d. *
Pipe Wrap and Insulation	\$ _____ \$ _____ per linear foot up to 8" o.d. *
Pipe Wrap and Insulation	\$ _____ \$ _____ per linear foot 9" to 12" o.d. *
Pipe	\$ _____ \$ _____ per linear foot *

Transite Siding	\$ _____ \$ _____ per sq. foot *
Transite Roofing	\$ _____ \$ _____ per sq. foot *
Asphalt/ ACM Roofing Materials	\$ _____ \$ _____ per sq. foot *
Sheet Vinyl (linoleum) flooring	\$ _____ \$ _____ per sq. foot *
Tank/ Boiler Insulation	\$ _____ \$ _____ per sq. foot *
Ceiling tile contaminated with ACM	\$ _____ \$ _____ per sq. foot *
	\$ _____ \$ _____ per sq. foot including metal grid *
Disposal of ACM	\$ _____ \$ _____ per cubic yard *

**List Worker and Supervisor rates for Straight time per hour and then overtime rates to include nights, weekends and holidays.**

**\*Weekend and Holiday Rate**

List all associated fees, travel and mobilization expenses as part of your Service 1, 2 and 3 rates. Rates must be inclusive, no surcharges or fees will be accepted separate to include air sampling and clearance testing.

Note: A.DEM has a mandatory ten (10) day notification requirement for friable materials and two (2) day notification requirement for non:friable materials. Exceptions are granted rarely for emergency situations.

### **T&M Rates**

#### **Personnel Rates**

<u>Classification</u>	<u>Regular Time</u>	<u>Overtime</u>
Project Manager – Office	_____	_____
Asbestos Supervisor / (OSHA	_____	_____
Competent Person)		
Foreman	_____	_____
Abatement Worker	_____	_____
Office Assistant	_____	_____

**All inquiries regarding the bid specifications shall be directed through the University of North Alabama Purchasing department.**

**END OF DOCUMENT**