BOROUGH OF PENNS GROVE
REQUEST FOR PROPOSALS (RFP)
INTERIOR CLEAN-OUT AND POSSIBLE ASBESTOS FLOORING ABATEMENT
64 EAST MAIN STREET
PENNS GROVE, NEW JERSEY

I. BACKGROUND AND PROJECT PURPOSE

The Borough of Penns Grove owns the property located at 64 East Main Street, a building of approximately 7,000 square feet and intends to prepare the building for future redevelopment, renovation, or municipal use by removing existing interior materials and fixtures.

The Borough has confirmed that the building flooring contains asbestos-containing material exceeding 1%, requiring removal in accordance with applicable asbestos abatement regulations.

Accordingly, the Borough seeks qualified contractors to perform:

1. Interior building clean-out services, and/or
2. Asbestos flooring abatement services

The Borough may award the work as a single contract or as two separate contracts.

II. SECTION 4

SCOPE OF WORK

A. General Interior Clean-Out

Services shall include, but not be limited to:

• Removal of all non-structural interior components
• Removal of all fixtures and internal structures
• Removal of shelving, cabinetry, counters, partitions, and millwork
• Removal of suspended ceilings and ceiling systems
• Removal of non-structural interior walls
• Removal of interior doors and frames not designated to remain
• Removal of abandoned materials, debris, and refuse
• Loading and transportation of debris
• Disposal at authorized facilities
• Jobsite safety and protection
• Final broom-clean condition

B. Asbestos Flooring Abatement

Services shall include:

• Removal of asbestos-containing flooring materials
• Proper containment and safety controls
• Compliance with all asbestos regulations
• Transportation and disposal of asbestos materials
• Monitoring and required clearances
• Waste manifest documentation
• Project close-out documentation

Contractors performing asbestos work must be **properly licensed and certified in New Jersey**.

C. Combined Scope

Proposers may submit proposals for both scopes and provide a **combined price**.

III. SITE INSPECTION

The building will be available for inspection **by appointment only**.

Appointments must be scheduled with:

Dena Moore Johnson, Borough Engineer

djohnson@grantecg.com

Proposers are responsible for examining the site and understanding all conditions.

IV. MINIMUM QUALIFICATIONS

Proposers must demonstrate:

• Experience with building clean-out or demolition projects
• Experience with public sector work preferred
• Ability to perform work within proposed schedule
• Financial capability to perform the project
• Compliance with New Jersey public contracting laws

For asbestos work, proposers must provide:

• NJ Asbestos Contractor License
• Worker and supervisor certifications
• Evidence of compliance with asbestos regulations

V. PROPOSAL SUBMISSION REQUIREMENTS

Each proposal shall include:

1. Cover Letter
2. Proposal Form
3. Pricing Sheet
4. Description of experience
5. List of similar projects
6. Project schedule
7. Identification of subcontractors
8. Insurance information
9. Business Registration Certificate
10. Statement of Corporate Ownership
11. Non-Collusion Affidavit
12. Affirmative Action documentation
13. Disclosure of Investment Activities in Iran
14. Acknowledgement of Addenda
15. Any other forms required by the Borough

VI. PRICING FORM

Proposers must provide the following:

A. General Interior Clean-Out

Lump Sum Price:
$ _____

B. Asbestos Flooring Abatement

Lump Sum Price:
$ _____

C. Combined Project Price

Lump Sum Price:
$ _____

VII. PROPOSAL EVALUATION

Proposals will be evaluated using the following criteria:

Criteria	Weight
Project Approach	20
Relevant Experience	25
Personnel Qualifications	15
Schedule / Capacity	10
Cost	30

Total Possible Points: **100**

VIII. CONTRACT TERM

The successful proposer shall commence work upon issuance of Notice to Proceed.

Completion time shall be proposed by the contractor but must be approved by the Borough.

IX. INSURANCE REQUIREMENTS

Contractor shall maintain:

- Commercial General Liability
- Automobile Liability
- Workers Compensation
- Environmental / Pollution Liability (for asbestos work)

Certificates of Insurance must name the Borough of Penns Grove as additional insured.

X. COMPLIANCE WITH LAW

Contractor must comply with all applicable laws including:

- New Jersey public contracting laws
- Worker safety regulations
- Environmental regulations
- Asbestos abatement regulations
- Local ordinances and permits

XI. RESERVATION OF RIGHTS

The Borough reserves the right to:

- Reject any or all proposals
- Waive minor informalities
- Request clarification of proposals
- Negotiate with proposers
- Award separate contracts or one combined contract
- Cancel or modify the RFP
- Accept the proposal deemed most advantageous to the Borough

XII. PROPOSAL FORM

Name of Proposer: _____

Address: _____

Telephone: _____

Email: _____

Check applicable proposal type:

☐ Clean-Out Only

☐ Asbestos Removal Only

☐ Combined Proposal

Clean-Out Price: $_____

Asbestos Removal Price: $_____

Combined Price: $_____

Estimated Project Duration: _____ days

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

XIII. REQUIRED STATUTORY FORMS (ATTACHMENTS)

The following forms must be submitted:

- Non-Collusion Affidavit
- Statement of Corporate Ownership
- Affirmative Action Compliance
- Business Registration Certificate
- Iran Investment Disclosure
- Americans with Disabilities Act Compliance

XIV. ADDENDA

Any changes to this RFP will be issued by written addendum.

QUESTIONS:

Questions regarding this RFP must be submitted in writing to:

Dena Moore Johnson, Borough Engineer, djohnson@grantecg.com