

REQUEST FOR PROPOSALS

NOTICE is hereby given that the TULSA DEVELOPMENT AUTHORITY, OKLAHOMA will receive sealed proposals for the following:

**PROPOSAL #** \_\_\_\_\_

**DESCRIPTION: Structural Demolition and Lot Clearance for two TDA Properties located at 1427 East 8<sup>th</sup> Street, also known as the former Laura Dester site within the City of Tulsa.**

You are invited to submit a proposal to supply the Services specified above. Proposals must be made in accordance with the Forms and Instructions herein.

Proposals must be received no later than **3:00 p.m. (CST) on June 5, 2019 at the TULSA DEVELOPMENT AUTHORITY'S OFFICE, 1216 N. LANSING AVENUE, SUITE D, TULSA, OKLAHOMA 74106.** Proposals must be sealed and either mailed or delivered. No faxed or emailed bids will be considered. Original signatures are required on the attached forms.

**IMPORTANT NOTE: Write the Proposal Number, Proposal Description as listed above, and the Proposal Opening Date on the lower left corner of the outside of your proposal envelope. You must return the complete Proposal Packet with your bid.**

Enclosed with this Proposal Packet are the following Forms and Instructions:

Use this checklist to ensure you have properly completed all Forms. You must return the completed Bid Packet.

- \_\_\_\_\_ Summary Sheet
- \_\_\_\_\_ Form #1: Contractor Information Sheet
- \_\_\_\_\_ Form #2: Statement of Purpose
- \_\_\_\_\_ Form #3: Affidavit of Claim
- \_\_\_\_\_ Price Summary Sheet
- \_\_\_\_\_ Project Design Review Form

If you have questions or need additional information, contact the TDA Office at 918- 592-4944 or visit the TDA website: [www.tulsadevelopmentauthority.org](http://www.tulsadevelopmentauthority.org)

SUMMARY SHEET

Sealed Offer due by 3:00 p.m. (CST) on Friday:

**JUNE 5, 2019**

Mail or deliver sealed Proposals to:

Tulsa Development Authority  
1216 N. Lansing Avenue - Suite D  
Tulsa, OK 74106

Request for Proposals documents are available at:	1. Website: <a href="http://www.tulsadevelopmentauthority.org">www.tulsadevelopmentauthority.org</a> 2. Office: Tulsa Development Authority 1216 N. Lansing Avenue - Suite D Tulsa, OK 74106 (918) 592-4944
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Responses to this Request for Proposals (RFP) must be on these forms only. The ENTIRE Request for Proposal packet must be returned, or your Proposal may be rejected.

We require the following number of copies: 1- Original; 1- Office Copy and 1 additional copy. Each copy must be labeled on the front sheet with 1" letters indicating which copy it is.

TDA Contact Information	Bidder's Notice of Intent to Submit a Bid and Questions Regarding Bids:	Issuing of Addendums or Amendments:
Tulsa Development Authority <a href="http://www.tulsadevelopmentauthority.org">www.tulsadevelopmentauthority.org</a> Phone: 918-592-4944 Fax: 918-592-4948	Submit your request for proposal via the TDA website. Indicate the RFP number on the subject line of the email. You will receive an email response back verifying your notice was received.  Use the same procedure to request clarification of any point in the RFP.	Bidders who notify the TDA of their intent to bid will be sent notice of any addendum or amendments to the RFP, which will be made available in the same manner as the Request for Proposals.

**BID OPENING** – All RFP responses will be publicly opened as follows:

June 5, 2019 at 3:00 p.m.  
Tulsa Development Authority  
1216 N Lansing Ave., Suite D  
Tulsa, Oklahoma 74106

**FORM # 1: Contractor Information Sheet**

**INSTRUCTIONS: To be completed by all respondents to Request for Proposals**

**Bidder's Exact Legal Name:** \_\_\_\_\_

**(Must be Bidder's name as reflected on its organizational documents, i.e., not a DBA)**

**List the U. S. State in which Bidder's Legal Entity is organized:**

**Bidder's Type of Legal Entity: (check one)**

- Sole Proprietorship
- Partnership
- Corporation
- Limited Liability Company
- Limited Liability Partnership
- Other: \_\_\_\_\_

**Bidder's Taxpayer ID No.:** \_\_\_\_\_

**Bidder's Address:** \_\_\_\_\_

Street City State Zip Code

**Bidder's Website Address:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Project Manager:**

Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**Alternate Project Contact:**

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**Legal Contact:**

Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_  
Street: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**Alternate Legal Contact:**

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**FORM # 2: Statement of Purpose:**

**INSTRUCTIONS: To be completed by all respondents to Request for Proposals**

I. Statement of Purpose:

With this Competitive Sealed Proposal (CSP) request, we are seeking services for Structural Demolition and Lot Clearance on two Tulsa Development Authority properties located at 1427 East 8th St. (Laura Dester Center) and 727 South Troost (House and Garage) as shown in Figure 1.

The property at 1427 East 8th St. consists of five buildings on 4.28 acres. Buildings 1 through 5 were constructed with brick walls, and pitched roofs with composite shingles between 1926 and 1962. In addition, Buildings 2 through 4 were constructed with basement foundations. The remainder of the property consists of a grassy courtyard, a concrete pad formerly improved with an outdoor pavilion, and a parking lot. Other buildings shown in Figure 1 along the north property line have been previously demolished.

- Building 1 - located on the west side of the property, this is a two-story building that measures 8,086 square feet (sf) and was used as administrative offices. Building 1 features an elevator and hydraulics pit. This building does not have a basement.
- Building 2, Building 3, Building 4, and Building 5 - located along the south and east property boundaries, are two-story buildings that measure between 8,024 and 9,540 sf each and were used as emergency housing for children. The basements of Buildings 2, 3 and 4 were formerly used as boiler rooms and are nominally 1,400 to 1,700 sf in area and 8 feet from floor to ceiling. The basement of Building 2 measured 13,600 ft<sup>3</sup>, Building 3 measured 17,896 ft<sup>3</sup>, and Building 4 measured 10,160 ft<sup>3</sup>.

An asbestos survey of these buildings identified approximately 50 linear feet of friable asbestos-containing gray pipe insulation in the basement. An Asbestos Abatement design has been prepared for use by the Respondent in the abatement of this material as part of the demolition activities. The Asbestos Abatement Design is attached to this RFP.

The property at 727 South Troost consists of two buildings on one 0.18-acre lot. The property is improved with a residence and an auto repair shop. The shop building is constructed with concrete slab-on-grade foundation, a flat roof, and cement walls and includes an in-ground hydraulic lift. The residence is constructed with a basement foundation, a pitched roof, and gypsum board walls. According to the Tulsa County Assessor's office, the basement is 192 sf in area and is assumed to be 8 feet high for a volume of 1,536 ft<sup>3</sup>.

II. Instructions to bidders: by TDA

### III. Scope of Work

This service will include, but may not be limited to, demolition of the elevator hydraulic system; excavation and disposal of any oil-impacted soil; abatement of asbestos; demolition of the structures and their foundations; plugging sanitary sewer systems at the main line; removing and disposing of trash, debris, tires, appliances, etc., removing trees and brush, clearing and cleaning the property of vegetation, constructing fences or silt-fencing; backfilling basements; and final grading.

- Prior to beginning structural demolition, the Respondent shall request and obtain proper permits and payment of permit fees.
- The Respondent shall schedule the work in cooperation with the TDA Representative to provide **access**.
- The Respondent shall confine equipment and personnel within the boundaries of the identified lot lines during execution of the project.
- Prior to beginning structural demolition at Building 2, 1427 East 8th St., the Respondent shall conduct asbestos abatement per the design provided including all necessary samples, work plans, notifications, licenses, air monitoring, inspections, and disposal.
  - The Respondent shall conduct the work in accordance with its Site-Specific Health & Safety Plan (HASP). Workers entering the exclusion zone shall have a current Hazardous Waste Operations and Emergency Response (HAZWOPER) certification.
- Prior to beginning site disturbing activities at 1427 East 8th St., a Stormwater Pollution Prevention Plan (SWP3) will be required due to the project area (>1 acre). Erosion and sediment migration controls will be installed in accordance with the SWP3.
- Prior to beginning structural demolition, the Respondent shall obtain full utility disconnections of all service lines at both locations, including but not limited to, electrical power, natural gas, sanitary sewer, water, telephone and cable lines. In the event Respondent has difficulty in obtaining a utility disconnect, Respondent shall immediately notify the TDA Representative.
- Once utility disconnects are ordered, the Respondent shall affix the company initials, via paint, to the front of the structure(s) to be demolished.
- It is the responsibility of the Respondent to properly plug all sanitary sewer systems at the main, utilizing a properly licensed plumber. The sewer plug permit shall be the responsibility of the licensed plumber and must be obtained prior to plugging the sewer at the main. Exceptions may include, but not limited to sewer main being too close to structure, or in a position where access is impossible without demolition first. In extenuating circumstances and with proper approval by the Plumbing Inspector and WIN Department Representative, a sewer plug may be performed in-line and not at the main; or, the plug may be performed after demolition. Prior to backfilling the hole, the city Plumbing Inspector must pass the plug.
- It is the Respondent's responsibility to locate all utility lines prior to demolition. Damage to utility lines will be the Respondent's responsibility to repair.
- The Respondent shall notify the TDA Representative when personal property is being held. Personal property which has been left in the structures may include, but not be limited to tools, equipment, and furniture in good repair, etc. The Respondent shall utilize Salvage Materials as the basis for handling personal property.
- The Respondent shall conduct site clearance including the demolition of designated structures (foundations, footers, walls, floors, pits, basements, etc.) and clearing the entire lot of debris generated in the demolition and any debris on the property at the time of demolition.

- Site clearance at 1427 East 8th St. will be conducted in accordance with the direction provided on Figure 2 of map.
- Any oil impacted soils encountered during the demolition process will be over-excavated to one foot in width and depth beyond visually observable impacts. Oil impacted soils may be expected under the elevator hydraulic pit in Building 1 at 1427 East 8th St., as well as beneath the auto lift at 727 South Troost.
  - Post-excavation 5 grab samples will be collected from the four sides and middle of the bottom of each oil-impacted soil excavation. Post-excavation samples will be assigned a unique sample number notating location and depth below ground surface (BSG). Sufficient volume of the post-excavation soil sample will be collected to fill pre-cleaned, laboratory-supplied sampling containers. Each sample container will be placed in a re-sealable plastic bag, placed on ice in a cooler and shipped via overnight delivery to the laboratory for analysis. The samples will be maintained under proper chain-of-custody procedures for delivery to an ODEQ-certified laboratory.
  - The post-excavation confirmation soil samples will be analyzed by an ODEQ-certified laboratory for total petroleum hydrocarbons (TPH) by Texas Method 1005. If the analytical result of a post-excavation confirmation sample is less than or equal to the 50 mg/kg TPH, soil removal activities will be considered complete in the area represented by that sample and the excavation may be backfilled. If the analytical result of a sample exceeds the cleanup criteria, the Respondent will coordinate with the TDA representative for the appropriate course of action.
- Excavated oil impacted soil should be temporarily stockpiled on plastic sheeting, covered, and bermed to prevent run-on and run-off.
  - Excavated oil impacted soil will be characterized for waste disposal by collecting one grab sample for every 20 cubic yards of material. Up to 10 of these grab samples may be composited together for analysis to characterize up to 200 cubic yards of contaminated soil. All samples should be taken from areas of greatest visual contamination.
  - Sufficient volume of the waste characterization composite soil sample will be collected to fill pre-cleaned, laboratory-supplied sampling containers. Each sample container will be placed in a re-sealable plastic bag, placed on ice in a cooler and shipped via overnight delivery to the laboratory for analysis. The samples will be maintained under proper chain-of-custody procedures for delivery to an ODEQ-certified laboratory.
  - The post-excavation confirmation soil samples will be analyzed by an ODEQ-certified laboratory for total petroleum hydrocarbons (TPH) by Texas Method 1005 or other method required by the landfill operator. Oil impacted soil with a TPH concentration less than 1000 mg/Kg can be disposed at any permitted solid waste municipal landfill per Oklahoma Department of Environmental Quality guidelines.
  - Manifests from disposal will be collected by the Respondent and provided to the City for documentation.
- At 727 South Troost, undergrowth, bushes, and trees less than 6 inches in diameter shall be removed to enhance the security and mow-ability of the lot, once vacant. Dead trees that have grown in a fence line will be removed by cutting the tree at fence level. At 1427 East 8th St., no tree removal will occur and bushes will be removed per Figure 2.
- The work crew shall take color digital photographs of the work location. Pictures shall include the property

and fence lines/fence conditions as well as the exterior and interior condition of the structure **prior** to structural demolition and lot clearance. Additionally, the Respondent shall take digital color photographs of the work location after all work is completed to include all fence lines/fence conditions and overall lot condition. These photographs will be submitted to TDA via e-mail.

- Each lot must be graded to drain and must be backfilled with appropriate fill material to match surrounding grade and materials. Final grade must comply with the building code and shall not be altered from the original grade. The Building Inspector and TOA Representative must approve site condition at the completion of the work.
- In accordance with the SWP3 and City of Tulsa general erosion and sediment control guidelines at <https://www.cityoftulsa.org/government/departments/streets-and-stormwater/stormwater-quality/erosion-and-sediment-control/>, disturbed soil will be stabilized with vegetative cover after completion of site clearance activities. At both properties, this will consist of seeding with straw cover and watering.
- During the work period and upon completion, the Respondent shall confirm that each lot is mown of tall weeds/grass including the entire lot, rights-of-way, and easements.
- The Respondent shall dispose of all debris in an approved landfill. The Respondent shall be responsible for selecting the appropriate licensed disposal facility to which the excavated debris and soils will be delivered and will obtain any required waste disposal approval(s) from the disposal facility.
  - Manifests for disposal of materials will be provided to TOA upon project completion.
- The Respondent shall protect the existing amenities of the site during the project and be held liable for all resulting damage. These amenities include but are not limited to buildings, pavement, walkways, curbing, equipment, and vegetation, including trees.
- The Respondent shall perform a pre-final site inspection will be performed with City of Tulsa representatives before equipment and personnel are demobilized from the site. A punch item list will be generated identifying tasks to be completed. Any identified punch list items will be immediately corrected and/or completed to the satisfaction of TOA and City of Tulsa. Assuming formal acceptance of work is granted, personnel of the Respondent will remove equipment, materials, and temporary facilities from the site. Equipment will be properly cleaned prior to demobilization from the site. Material staging areas will be disassembled once no longer needed. Areas where construction activities occurred will be left in a clean and stable condition prior to fully demobilizing from the site. All required record documents and other pertinent submittals including final applications for payment/lien releases will be issued in a timely fashion after demobilization.

#### IV. Time Frame for Review - by TDA

#### V. Deliverables

The products, reports, and plans to be delivered to the TOA and City will include:

- 1) Manifests of disposal and weigh tickets in an ODEQ-permitted landfill.
- 2) Documentation of any state or federal agency inspection
- 3) Signed copies of Health & Safety Plan and HAZWOPER certification for all employees working inside the exclusion zone as well as log of all employees having worked inside the exclusion zone.
- 4) Signed copies of the Storm Water Pollution Prevention Plan (SWP3), NOi, and NOT.
- S) Documentation of confirmatory testing, including QA/QC documentation and copies of confirmatory testing results from oil impacted soil excavation.





**TULSA DEVELOPMENT AUTHORITY**

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

Roy Peters, Chairman

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

**APPROVED:**

\_\_\_\_\_  
Jot Hartley, General Counsel

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FORM # 3: Affidavit of Claim

**The Affidavit must be signed by an authorized agent and notarized**

STATE OF \_\_\_\_\_ )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

The undersigned person, of lawful age, being first duly sworn on oath, says that all invoices to be submitted pursuant to this agreement with the Tulsa Development Authority will be true and correct. Affiant further states that the work, services or material furnished will be completed or supplied in accordance with the plans, specifications, orders, requests or contract furnished or executed by the affiant. Affiant further states that (s)he has made no payment directly or indirectly to any elected official, officer or employee of the City of Tulsa or of the Tulsa Development Authority or of any public trust where the City of Tulsa is a beneficiary, of money or any other thing of value to obtain payment of the invoice or procure the contract or purchase order pursuant to which an invoice is submitted. Affiant further certifies that (s)he has complied with all applicable laws regarding equal employment opportunity.

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

Signature

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

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

**TIN:** \_\_\_\_\_

**Remit to Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_

Notary Public

My Commission Expires: \_\_\_\_\_

Notary Commission Number: \_\_\_\_\_

County & State Where Notarized: \_\_\_\_\_

Price Summary Sheet

<b>BID ITEMS</b>				
<b>Item</b>	<b>Description</b>	<b>QTY</b>	<b>Unit Cost</b>	<b>Extended Cost</b>
1	Demolition of Structures and whole site clearance for 1427 East 8th St. Estimated quantity: Lot	Lot		
2	Loading & Disposal of Debris for 1427 East 8 <sup>th</sup> Street Estimated quantity: Lot	Lot		
3	Demolition of Structures and whole site clearance for 727 South Troost. Estimated quantity: Lot	Lot		
4	Loading & Disposal of Debris for 727 South Troost, Estimated quantity : Lot	Lot		
5	Abatement and Disposal of asbestos containing pipe insulation and debris per Abatement Design: Lot	Lot		
6	Sanitary Sewer Seals (typically at the main) Estimated quantity: 2 seals x unit price.	2		
7	Removal, Testing, and Disposal of oil-impact ed soil. Estimated quantity: 13 cubic yards x unit price	13		
8	Deliver, Place, Compact, and grade backfill - 1,600 cubic yards x unit price	1,600		
9	Deliver & Grade top soil: 125 Cubic Yard s x unit price	125		
10	Stormwater Pollution Prevention Plan for 1427 East 8th St., including NOi and NOT - Lot	Lot		
11	Erosion and Sediment Control including re-vegetation in accordance with SWP3 for 1427 East 8th St. - Lot	Lot		
12	Erosion and Sediment Control including re-vegetation for 727 South Troost - Lot	Lot		
13	Pre -construction Permit ting and Utility Disconnect s - Lot	Lot		
14	Mowing and weed eating of standing weeds and/ or grass to no more than 3" high on both parcels	1		
<b>TOTAL EXTENDED COSTS OF BID ITEMS:</b>			<b>\$</b>	

Project Design Review Form

Oklahoma Department of Labor  
Asbestos Division

Project Name: Laura Dester Shelter  
Project No: 18-8994 Date: 03/1

Approved:   X  

3017 N. Stiles, Oklahoma City, OK 73105

Project Designer: Jeffrey Jenkins

Phone - (405)521-6464

Fax - (405)521-6025

ITEM	ACCEPTED	REJECTED	COMMENTS
1. A statement that DOL Abatement of Friable Materials Rules apply.	X		The Oklahoma Department of Labor, Asbestos Division, Asbestos Control Act Title 40 450-456 and Abatement of Friable Asbestos Material Rules will apply to this project.
2. Sequencing and phasing of work.	X		Work will be done in one(1) phases.
3. Identification of means of egress and a fire protection plan and a diagram for emergency escape routes, and fire extinguisher placements.	X		Exits will be clearly marked and illuminated, at least two 10 lb ABC fire extinguishers will be on site, one inside the work area and one outside the work area.
4. The quantity, type, percentage with bulk analysis unless presumed and a diagramed location of asbestos materials to be abated.	X		1800 Square feet of potentially contaminated non-ACM debris and 60 linear feet of pipe and 120 square feet of debris. Pipe is 10%chrysofite and 20% Amosite
5. Abatement methods, and techniques, and numbers of containments, glove bags or mini-containments.	X		Full negative pressure containment.
6. Details of personal and area air monitoring samples.	X		Personal samples will be two workers associated with the glovebag removal and any workers associated with removing asbestos containing material. Area samples at the following locations: outside the decon during load out activities, one inside containment and one at an area not associated with the abatement zones. 1-thirty minute excursion sample during the project.
7. Numbers and locations of Clean Test samples and type of analysis to be employed.	X		5 clearance samples per phase.
8. Numbers, capacities, a diagram to identify locations, and discharge points, if any, of negative air machines.	X		Two negative air machines for the area to be abated/cleaned.
9. Details of project containment(s), glove bag or mini-containments, including drawings. Details shall include all applicable subchapters, including but not limited to scaffolding and live electric isolation.	X		Drawings attached to project design
10. Details of decontamination system(s).	X		Attached decon.
11. The extent to which asbestos-contaminated soils, if any, must be removed and the sampling methods of determining the efficacy of such removal.	N/A		
12. Special materials or methods required to protect objects in the work area should be detailed, (plywood over carpeting or hardwood floors to prevent damage from scaffolds and/or falling materials.	N/A		
13. Any variances from the Abatement of Friable Asbestos Materials Rules.	X		Need to secure generators is allowed

The Department of Labor reserves the right to require additional engineering or environmental controls consistent with the Abatement of Friable Asbestos Materials Rules which may be necessary because of discrepancies between this Project Design and field conditions or from unanticipated changes in field conditions.

ATE:   3/8/18  

REVIEWED BY: Keith H. Hunt

DATE:   3/08/18   REVIEWED BY: Bump



Figure 1  
Location Map