

**CITY OF ELBERTON, GEORGIA**

**REQUEST FOR PROPOSAL**

**RFP TITLE** Asbestos Abatement Services  
**ISSUE DATE** January 22, 2018  
**DUE DATE** January 30, 2018 2:00 p.m.

**IMPORTANT NOTE:** Indicate company name and RFP Title on the front of the sealed bid envelope.

The City of Elberton is seeking competitive **sealed bids** for all labor, materials, equipment and incidentals required for asbestos abatement services for the properties described on page 3.

Copies of the asbestos surveys are attached to this bid packet (Attachment A). All materials must be disposed of off-site at a certified landfill. Company receiving award of bid must provide to the City of Elberton proof of demolition permits required and general liability insurance. **Prior to payment, company must provide to the City of Elberton documentation for asbestos abatement and disposal.**

Sealed bids will be received by the City Clerk of the City of Elberton until 1:59 pm local time on January 30, 2018 at which time they will be publically opened and read aloud. The bid opening will begin promptly at the appointed time at City Hall located at 203 Elbert Street. No bids may be submitted after the bid opening begins. The bidder is solely responsible for the timely submission of his bid.

No bid may be withdrawn for a period of forty-five (45) calendar days after the bid opening.

**The City reserves the right to evaluate bids, to reject any and all bids, to waive formalities within the scope of authority, and further specifically, the city reserves the right to make award in the best interest of the City of Elberton.**

Direct all questions on bidding procedure to: Cindy Churney, City Clerk  
706-213-3105  
[cchurney@cityofelberton.net](mailto:cchurney@cityofelberton.net)

Direct all questions on the scope of work to: Allen Lee, City Marshal  
706-213-3118  
[alee@cityofelberton.net](mailto:alee@cityofelberton.net)

## INSTRUCTIONS AND CONDITIONS

These conditions are an integral part of this bid, and the vendor must comply with them.

1. Company must bid on bid sheet and certification (page 3) as requested.
2. Company should make a copy of bid for his/her file.
3. The City reserves the right to evaluate bids, to reject any and all bids, to waive formalities within the scope of authority, and further specifically, the city reserves the right to make award in the best interest of the City of Elberton.
4. Each company must sign the bid with his/her signature and shall give his/her full business address on the form provided in this bid.
5. The City of Elberton operates on an equal opportunity basis in its bidding policy. Bidding is open to all interested parties, in compliance with national, state and local laws.
6. Bids must be in sealed and marked "Demolition" on the outside of the envelope.
7. No late bids will be accepted.
8. Bids will be opened and read publically at City Hall, 203 Elbert Street, Elberton, GA 30635 on the specified date and time.
9. No bid award will be made at the time of opening. The successful company will be contacted immediately following the bid approval by the Elberton City Council. Bidders may contact the City Clerk at 706-213-3105 to find out the results of the bid award.
10. The City of Elberton is exempt from all federal excise tax and state sales and use taxes. However, depending upon the situation, the vendor may not be exempt from said taxes, and the City of Elberton is making no representation as to any such exemption.
11. Exceptions. The company shall furnish a statement on company letterhead giving a complete description of all exceptions to the terms, conditions and specifications. Failure to furnish the statement will mean that the company agrees to meet all requirements of the terms, conditions and specifications.
12. Upon award of bid, the company must present proof of general liability insurance in the amount of at least \$1,000,000.00.
13. Enclosed with this bid packet are copies of the asbestos surveys for each property to be demolished. All materials subject to abatement must be disposed of off-site at a certified landfill by the bidder. **Prior to payment, the company must provide to the City of Elberton all necessary documentation for asbestos abatement and disposal.**
14. Company will be required to obtain demolition permits from the City of Elberton Building Inspection Office. However, there will be no charge by the City for obtaining these permits for this specific job.

## BID SHEET & CERTIFICATION

The City of Elberton is seeking bids for asbestos abatement services for the following properties:

**Note: A full copy of the asbestos sampling and testing results is attached for each property.**

Location	EC Tax Map Parcel No.	Description	Asbestos Study
333 Fountain Street	E25-081	Kitchen Floor Tile, 180 SF Mastic at Roof Stacks, 3 SF	Attachment A-1
506 Tabor Street	E25-015	Interior Sheet Rock, 2500 SF Sheet Rock Texture, 156 SF Windows & Cross Lights Mastic at Chimney, 3 SF	Attachment A-2
Campbell Street	E25-056	Interior Sheet Rock & Drywall, 3800 SF Bathroom Floor Covering, 30 SF	Attachment A-3
240 Burke Street	E33-013	Exterior Windows Mastic at Roof Stacks, 4 SF	Attachment A-4

**TOTAL BID AMOUNT FOR ABATEMENT SERVICES FOR THE ABOVE:** \_\_\_\_\_

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies, equipment or service, that it meets or exceeds all the specifications contained herein, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law, and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this bid, all specifications as stated, all bid prices, and certify that I am authorized to sign for the bidder.

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

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date Certified: \_\_\_\_\_