

**Request for Proposals**  
**For Board and Secure**  
**For Clark County Land Reutilization Corporation**

**Proposal Deadline:**  
**2:00 PM, May 8<sup>th</sup> 2017**

The Clark County Land Reutilization Corporation is now accepting bids for residential Board and Secure. The Clark County Land Reutilization Corporation requests that interested parties submit their cost for Board and Secure per property for the following properties:

Bids should be submitted in a sealed envelope and addressed as:

**Attn: Board and Secure RFP 2**

**Ethan Harris**

**3130 East Main Street Suite 1A**

**Springfield, Ohio 45505**

The bids will be available for public viewing after May 8<sup>th</sup> 2017 at 2pm.

The following documentation is required to be considered for Board and Secure Contract with the Clark County Land Reutilization Corporation.

**W-9 Tax Form**

**Workers Compensation Documentation**

**Liability Insurance, policy should be \$1,000,000 combined single limit for bodily injury and/or property damage. If awarded the contract the Clark County Land Reutilization Corporation will need to be named on the policy within 7 business days or before work commences whichever comes first .**

**Drug-Free Workplace Policy, You may build a custom Drug-Free Workplace Policy at <http://www.dol.gov/elaws/asp/drugfree/drugs/screen2.asp>**

**EEO Statement, document attached**

**Conflict of Interest Disclosure, Document attached**

For any subcontracted work the same contractor qualification forms will need to be filed as filed for the primary contractor.

The Clark County Land Reutilization Corporation will also require certain documentation upon the completion of the work:

**Invoice per property with itemized costs per structure**

**Lien Release**

**Evaluation Criteria**

1. Cost
2. Qualification of the firm
3. Familiarity with geographic area
4. Completeness of proposal

**The CCLRC reserves the right to disqualify any contractor from bidding that has not met the requirements of the bid contract documents and time requirements.**

The BIDDER, by submission of a bid, agrees to commence work on the day the award notice is given and to fully complete the project within \_\_\_\_\_30\_\_\_\_ consecutive calendar days thereafter. BIDDER further agrees to pay liquidated damages in the amount of \_\_\_\_twenty\_\_\_\_ dollars (\$\_\_\_\_20\_\_) per day for each calendar day that the project is not completed beyond the specified \_\_\_\_30\_\_ days.

**Bid Tabulation Document**

NO.	Parcel Address	Cost Per Unit Board	Board & Secure Total Cost
1	<b>2676 May, Limecrest Springfield, Ohio</b> Parcel # 300700026301004		
2	<b>529 Kinnane St, Limecrest Springfield, Ohio</b> Parcel # 300700032211004		
3	<b>442 Rice St Springfield, Ohio</b> Parcel # 3400700034422042		
4	<b>114 W Southern Springfield, Ohio</b> Parcel # 3400700034322017		
5	<b>529 W Clark Springfield, Ohio</b> Parcel # 3400600004403009		
6	<b>613 Dibert Springfield, Ohio</b> Parcel # 3400600004410006		
7	<b>910 Summer Springfield, Ohio</b> Parcel # 3400700028304028		

8	<b>838 Park Ave</b> <b>Springfield, Ohio</b> Parcel # 3400700029209018		
9	<b>1132 Oak St</b> <b>Springfield, Ohio</b> Parcel # 3400700028323006		
10	<b>303 Chestnut Ave</b> <b>Springfield, Ohio</b> Parcel # 3400700035403014		
11	<b>517 W Mulberry</b> <b>Springfield, Ohio</b> Parcel # 3400600004228010		

**SUM TOTAL FOR ALL 11 PROPERTIES \$ \_\_\_\_\_**

Cost Per Unit Board = Labor + Material divided by number of boards to be used

## DETAILED TECHNICAL SPECIFICATIONS

### Standard Boarding Specifications

All access points to the 1<sup>st</sup> floor and basement shall be secured including but not limited to doors, windows, and any openings allowing for potential entrance/egress.

Boards shall cover all areas of entrance/egress. Screws shall be placed 8 inches apart on all sides of the boards.

All debris and excess material shall be disposed of offsite.

Accesses already securely boarded **do not** need new boards in place of the original.

- The boards do not need to be painted.
- Only the debris that is made from the board up process needs to be removed. No removal of any parts of the property is permitted. The only exception to this is the removal of any vegetation or material that may be blocking access to a section of the property that requires boarding. No board and secure contractor should have need to enter the structure on the property.
- An example of our boarded up properties can be found at:
  - o 1120-1122 South Fountain

### Material to be used

- 7/16 inch Oriented Strand Board (OSB) shall be used.

- 2 inch star screw

### CARE OF THE WORK

The Contractor shall be responsible for all damages to persons or property that occur in connection with the prosecution of the Work and shall be responsible for the proper care and protection of all Work performed until completion and final acceptance.

In an emergency affecting the safety of life or property, on or adjoining the site the Contractor shall act, either at his own discretion or as instructed by the CCLRC, to prevent such threatened loss or injury. The CCLRC will determine the appropriateness on the amount of any compensation claimed by the Contractor on account of such Emergency Work.

The Contractor shall avoid damaging public sidewalks, street, curbs, pavements, utilities, structures, or any other property. He shall repair any damage, at his own expense and in a manner satisfactory to the CCLRC.

## **CORRECTION OF WORK**

The selected Contractor agrees to correct all defects in the Work performed arising out of the use of defective materials or improper workmanship, which may become apparent during a period of six (6) months after final inspection of each parcel. All Work shall be done to the satisfaction of Clark County Land Reutilization Corporation.

## **BASIS FOR PAYMENT**

The price quotation obtained from this Request for Quote shall form the basis for determining the amount of the payments to the Contractor.

## **PAYMENT**

Upon completion and acceptance of the Work by the CCLRC, the Contractor will submit an itemized invoice for payment and Release of Liens. The total amount due the Contractor shall be paid to the Contractor within thirty (30) days of submission of this paperwork to the CCLRC.

No payment shall be made for any unauthorized work.

No payment made under the Contract shall act as a waiver of the right of the CCLRC to require the fulfillment of all of the terms of the price quotation.

Failure on the part of the Contractor to complete all required work in a reasonable time frame may result in the CCLRC withholding payment and having the subject work completed by others. The cost of such work is the responsibility of the Contractor and will be deducted from any amount due the Contractor. If the expense incurred by the CCLRC for the completion of the specified work exceeds the amount due to the Contractor, the Contractor is responsible for the difference.

## **DEDUCTIONS FOR UNCORRECTED WORK**

If the CCLRC deems it not expedient to require the Contractor to correct work not done in accordance with the CCLRC's Purchase Order, an equitable deduction from the Purchase Order amount will be made by agreement between the Contractor and the CCLRC. It shall be the CCLRC's sole decision as to whether it will allow the Contractor to make such work correction.

## **RESPONSIBILITIES OF CONTRACTOR**

Except as otherwise stated, the Contractor shall provide and pay for all materials, labor, tools, equipment, water, light, heat, power, transportation, superintendence, temporary construction of every nature, charges, levies, fees or other expenses incurred and all other services and facilities of every nature whatsoever necessary for his performance of the Contract within the specified time.

The Contractor shall adequately protect the work, adjacent property and the public, and shall be responsible for any damages and injuries.

## **SUBCONTRACTING**

It is intended that the majority of the services will be performed under the Contractor's supervision using his own forces and equipment.

The Contractor may utilize Subcontractors for the performance of Work under the Contract. The Contractor shall not award any Work to a Subcontractor without prior written approval of the CCLRC.

The Contractor shall be a fully responsible to the CCLRC for the acts and omissions of his Subcontractors and of persons either directly or indirectly employed by such Subcontractor, as he is for the acts and omissions of persons directly employed by him.

The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the Work to bind Subcontractors to the Contractor by the terms of the General Conditions and other Contract Documents insofar as applicable to the Work of Subcontractors and to give the Contractor the same power as regards terminating any Subcontract that the CCLRC may exercise over the Contractor under provision of the Contract.

Nothing contained in the Contract shall create any contractual relation between any Subcontractor and the CCLRC.

Subletting or assigning the whole or any portion of the Contract shall not release the Contractor, the instrument of assignment shall contain a clause substantially to the effect that it is agreed that the right of the assignee in and to any monies due or to become due to the Contractor shall be subject to prior liens of all persons, firms, and corporation for services rendered or materials supplied for the performance of the Work called for in this Contract.

A Release of Liens will be required of all Subcontractors before payment will be allowed for the Work completed under this Contract.

## SUNDAY AND NIGHT WORK

No work will be permitted at night or on Sundays except to save property or life or in case of emergency or special conditions as authorized or directed by a Clark County Land Reutilization Corporation Administrator. Any work necessary to be performed at night, on Sundays, or on legal holidays shall be performed without additional expense to the CCLRC unless otherwise specifically provided for in the Contract documents.

**Signature of Authorized Agent for Contractor:**

**Date:**

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**Land Bank Use Only**

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Proposal  Accepted  Rejected

Signature of Authorized Agent for the Land Bank: \_\_\_\_\_ Date: \_\_\_\_\_



**(Equal Employment Opportunity Statement)**

\_\_\_\_\_ does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

## Conflict of Interest Disclosure Form

**Note:** A potential or actual conflict of interest exists when commitments and obligations are likely to be compromised by the nominator(s)' other material interests, or relationships (especially economic), particularly if those interests or commitments are not disclosed.

This Conflict of Interest Form should indicate whether the nominator(s) has an economic interest in, or acts as an officer or a director of, any outside entity whose financial interests would reasonably appear to be affected by the addition of the nominated condition to the newborn screening panel. The nominator(s) should also disclose any personal, business, or volunteer affiliations that may give rise to a real or apparent conflict of interest. Relevant Federally and organizationally established regulations and guidelines in financial conflicts must be abided by. Individuals with a conflict of interest should refrain from nominating a condition for screening.

Date:

Name:

Position:

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

\_\_\_\_\_ I have no conflict of interest to report.

\_\_\_\_\_ I have the following conflict of interest to report (please specify other nonprofit and for-profit boards you (and your spouse) sit on, any for-profit businesses for which you or an immediate family member are an officer or director, or a majority shareholder, and the name of your employer and any businesses you or a family member own:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

I hereby certify that the information set forth above is true and complete to the best of my knowledge.

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

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