



Pacifica School District

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Preparing Students for an Evolving World

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REQUEST FOR PROPOSAL

Date: July 25, 2024

This document is a Request for Proposal (“RFP”) for Hazardous Material Testing Services.

The Pacifica School District (The District) is seeking proposals for hazardous material testing for the existing buildings at 930 Oddstad Blvd, in Pacifica, CA 94044. Please use the link below to access current drawings for the existing building and proposed scope of work moving forward. Please also provide a cost estimate for the forthcoming abatement of the existing building if your company provides that service.

<https://brookwoodgroup.box.com/s/39v0ze7mey45xaehta4sjgbk1g3mxvfk>

Questions regarding the RFP may be addressed in writing to Brett Keeler (Brett@maverickredevelopment.com) and Lev Weisbach (lweisbach@brookwoodgroup.com).

The District may modify the RFP prior to the date fixed for submission by emailing an addendum to the venders known to be interested in submitting a proposal.

Please submit via email of your proposal in pdf format no later than 4 p.m. on **Thursday August 15th 2024** to:

Jorge Machado
Director – Facilities, Maintenance & Operations
jmachado@pacificasd.org

Request for Proposals Schedule

07/25/2024	Release of the request for proposals
08/01/2024	Site Visit – Project Walk
08/07/2024	Final question due from venders, via email
08/12/2024	Response to vender questions
08/16/2024	RFP response due, via email

The following schedule may change due to circumstances.

08/23/2024	End of Evaluation of all proposals. Notification of interest to accept RFP, setting up inspection mobilization and interview over zoom.
08/28/2024	District to provide Notice of Intent to Award Contract. Selected contractor signs/executes agreement and mobilizes to perform all testing needs and submit testing results ASAP per accepted proposal timeline.

1. PROJECT NARRATIVE / PROJECT DESCRIPTION

Site Description

The Project Site is a retired elementary school located at 930 Oddstad Blvd, Pacifica, CA 94044.

a. Proposed Project

For the RFP portion, The District is looking for a proposal for a Phase I and Phase II Hazardous Materials Consultant.

b. Scope of Services

The District is seeking qualifications and proposals from Consultants whom provide Phase I and Phase II Hazardous Materials Surveying and Testing (including but not limited to asbestos, lead, mercury, and PCB) for the Project Site. The scope of work includes, but is not limited to environmental investigation, sampling, and testing for preparation of hazardous material reports.

Phase I and Phase II Site and Underground Hazardous Materials Study Services:

- i. Review any existing documents and/or surveys of the project made available by the District.
- ii. Establish an investigation and sampling plan of the project site in order to adequately and safely collect material samples for testing. Initial project site visit scheduled for 7/30/24.
- iii. Conduct site investigations and collect samples for a complete site survey to support the investigation and sampling plan recommended in Paragraph (b) above. Testing of materials shall be completed in an accredited laboratory.
- iv. Determine quantity and location of all hazardous material on the project site, including asbestos, lead, mercury, PCB, and other hazardous materials as defined by the State of California.

- v. Prepare a report of existing hazardous materials for the project site the District shall use as a construction contract document. The hazardous material report shall contain the following:
 - 1. A description of the field activities, observations, and sampling protocols
 - 2. Written description of locations, type, friability, and condition of the assessed hazardous materials
 - 3. Tabulated results of the sampling and analysis
 - 4. A map indicating building materials, sample locations and estimates of hazardous material quantities
 - 5. A discussion of applicable Federal, State, and local regulations
 - 6. Conclusions and recommendations concerning the assessed hazardous materials associated with the project

2. PROJECT NARRATIVE / PROJECT DESCRIPTION

The Hazardous Materials Consultant must be registered/licensed by the State of California. The consultant must have a minimum of ten years' experience in Phase I and Phase II Hazardous Materials Study services.

The Consultant shall ensure key personnel are Certified Lead Inspectors, Assessors, and Project Monitors by the California Department of Public Health and Certified Asbestos Consultants by the California Division of Occupational Safety and Health. All work shall be reviewed by a Certified Industrial Hygienist (CIH).

The Hazardous Materials Consultant should propose the entire team it would use in the Phase I and Phase II Hazardous Materials Study Services, including any sub consultants. The District will approve or reject the sub consultants.

3. COMPLIANCE WITH ALL APPLICABLE LAWS

Consultant proposals must set forth Consultant's understanding of all applicable Health and Safety laws, guidelines, and requirements including Cal/OSHA Title 8, Section 1532.1 (lead), CCR Title 8 Section 1529 (Asbestos), California Department of Public Health Title 17, the Environmental Protection Agency, the Department of Toxic Substances Control (DTSC), the California Division of the State Architect regulations, the National Emission Standards for Hazardous Air Pollutants, the Asbestos Hazard Emergency Response Act, and local ordinances and/or other applicable regulations, relative to the work to be undertaken, as well as the Consultant's ability to perform the work and the methodology by which Consultants will complete the work. Consultant proposals must confirm the nature of the work to be performed will meet all the aforementioned requirements for said work as set by the applicable codes and regulations and all other applicable ordinances and guidelines.

4. PROPOSAL CONTENT

The submission requirements for this RFP are set forth below. Proposals should be prepared simply and economically, providing a straightforward and concise description of the consultants ability to meet the requirements of this RFP. Emphasis should be on completeness and clarity of content.

a. Executive Summary

A brief description of the firm, including full name and address, the size of your firm, typical work of the firm and the percentage of the public school work in the firm’s entire portfolio.

Copies of business licenses, professional certifications or other credentials, together with evidence that the company and any sub-contractors, is in good standing and qualified to conduct business in California.

b. Experience

A description of at least three (3) most recent projects similar or more in total value, completed by the vender within the past three (5) years. Please provide the following:

- clients’ names, addresses.
- The name, email and telephone number of the owner representative who’s directly in charge of the project.
- a brief description of each project.
- Contract date and delivery date of the project.
- the final cost of the project.

c. Project Team Staffing and Team Experience

Key qualifications, background and experience of the project director and other staff proposed to work on the project.

d. Schedule

Provide a schedule for the duration of the sampling and subsequent lab testing and preparation of the report along with abatement scope details for subsequent abatement contractor to use as the basis of their scope/proposal.

e. Proof of Insurance

Consultant shall procure and maintain for the duration of this contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor, its agents, representatives, employees or subcontractors.

Minimum Scope and Limit of Insurance. Coverage shall be at least as broad as:

- i. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
- ii. Automobile Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
- iii. Workers’ Compensation: as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than \$500,000 per accident for bodily injury or disease.

5. EVALUATION OF PROPOSALS

The District reserves the right to determine the suitability of proposals on the basis of a proposal's meeting administrative requirements, technical requirements, the District’s assessment of the quality and performance of the services proposed, cost, and efficiency in the delivery of testing results.

During the evaluation process, the District may require a consultants representative to answer questions with regard to the proposal. The District may also have discussions with those consultants falling within a competitive range, request revised pricing offers from such consultants, and make an award and/or conduct negotiations thereafter.

This Request for Proposal does not commit the District to awarding a Contract. Consultants shall bear all costs incurred in the preparation of the Proposal and participating in the Proposal evaluation process. The District reserves the right to reject any and all Proposals, to accept the Proposal it considers most favorable in its sole discretion, and to waive minor irregularities. The District further reserves the right to seek new Proposals when such procedure is considered by it to be in the best interest of the District.

The following criteria will be used in reviewing and comparing the proposals:

- 1) Responsiveness of the proposal to the submission requirements set forth in the RFP (15%).
- 2) Agreement with the District’s contracting requirements (15%).

- 3) Company strength, technical ability, capacity, and flexibility to perform the contract in a timely manner, as verified by, e.g., the quality of any demonstration, client references, demonstrated success in projects with similar magnitude (35%).
- 4) Cost. Costs will be evaluated only if a proposal is determined to be otherwise qualified. (35%).

End of RFP