Scope of Work

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I. SCOPE OF SOLICITATION

Clemson University seeks to establish a contract with experienced contractors for the provision of asbestos abatement at Clemson University and all other campuses located in the State of South Carolina. The resulting contract can be used by any Clemson University campus in the State. See Attachment B for zones to be awarded.

In this Fixed Price Bid (FPB) (i.e.: not to exceed), the University anticipates awarding multiple contractors by zone to perform these services. Awards will be made by zone(s) to Offerors that are responsive and responsible with the most advantageous pricing structure for Clemson University. Offerors not responding to the initial solicitation will have the opportunity to be added to the awarded Suppliers list provided the supplier furnishes evidence of responsibility and responsiveness to Clemson University's original fixed price bid as authorized by this solicitation.

The term of this agreement is a five (5) year contract from the effective date as stated on the award document. The maximum expiration date for this contract will be no later than five (5) years from the initial start data as shown on the original statement of award. This contract will be open for bidding until the original five (5) year term of the contract expires. Regardless of when additional bids are received and awards made, all contracts awarded under this solicitation will terminate on the maximum contract date stated on the award. Bids received after the initial awards will be reviewed every six months or as needed basis following the initial award date listed on the official statement of award. You are encouraged to notify the Procurement Manager listed in this solicitation after your submission.

Asbestos abatement projects will only be serviced by contractors awarded on this contract and by the zone by which they are awarded. During the contract, all awarded Offerors shall be used in the manner most advantageous to the University and to the Office of Environmental Services (OES).

All proposals must be submitted strictly in accordance with the requirements of this FPB. Failure to include all required information in the proposal shall disqualify a firm as a potential Contractor.

All specifications and requirements must be met, and all offerors must be responsive and responsible prior to any additional awards being made to this contract.

The failure of a specific bidder to receive business, once it has been added to the awarded vendors' list, shall not be ground for a contract controversy under Section 11-35-4230. The University makes no guaranteed minimum amount of purchase or future business.

The anticipated contract start date is 11/2022.

II. INSTRUCTIONS TO OFFERORS

Regardless of specific requirements below or in this document, Offerors are required to submit their proposal electronically through the Clemson University online bidding system. To do so you must login (registering first) at https://clemson.ionwave.net, and follow specific instructions for this solicitation. You should register several days in advance of the bid closing date so you can be approved and login in time to submit a response.

All questions must be addressed to scy@clemson.edu by the deadline listed in the bid event. Answers will be submitted as an addendum to this bid. All Offerors are charged with a duty to inquire. By submitting an Offer, the Offeror represents that submitter has read and understood the Solicitation and that the Offer is made in compliance with the Solicitation. Offerors are expected to examine the Solicitation thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions or conflicting statements in the Solicitation. Failure to do so will be at the Offeror's risk.

Supplier Registration in buyWays - Unless the successful Offeror is currently an active supplier in Clemson University's buyWays system, you will be invited to complete a new supplier registration. You must complete registration within three business days of receiving the email invitation. Registration will require the successful Offeror to provide information about its company and to receive electronic payment as outlined in the registration.

Information required of Offerors

In addition to information requested elsewhere in this solicitation, Offerors should submit the following information for purposes of evaluation:

1. Technical Proposal

Specific requirements:

A. Offerors MUST be approved by the State of South Carolina to perform asbestos abatement and must provide proof in the technical proposal.
B. Offerors shall include the physical location of any anticipated receiving facility, copies of all the facility's permits/licenses/NOV's (within the last 10 years), and a point of contact and telephone number.
C. Offerors shall provide copies of insurance certificates.
D. Offerors must provide a copy of the Contractor's current annual report or certified financial statement prepared by a Certified Public Accountant, indicating financial capability to furnish the recycling services specified. This information shall be kept confidential, if so designated by the Contractor.

E. Offerors must provide documentation on all violations of any federal or state regulation that has resulted in Notice of Violation being issued for non-compliance within the last 5 years.
F. Offerors shall submit copies of the abatement worker certifications.
G. Offerors must submit the details regarding their preparation of abatement workers with the competencies necessary to perform asbestos abatement; this training may be in-house or third-party, as long as each employee is certified/accredited/ licensed as appropriate by the State of South Carolina. The program will include ongoing training for experienced abatement workers to assure that they are conversant in new developments in the industry such as new equipment, procedures, and standards.
H. Offerors must submit a list of all offeror-owned equipment.
I. Offerors shall not have less than 10 years experience successfully performing asbestos abatement. All abatement workers used for this contract must have a minimum of two years experience (not including training) performing asbestos abatement. Résumés shall be provided of all Offeror personnel to be assigned to this contract.
J. Offerors shall include at least two (2) examples of work similar in scope and within the last five (5) years. Of these examples, the Offeror must submit reference information, including the name and location of the organization, description of the project, the Contractor's scope of work, a point of contact and a phone number. Clemson University reserves the right to contact any or all of these references for purposes of the evaluation.
K. Your technical proposal must also address, at a minimum, all items listed in this scope of work. Any additional offerings should be detailed in the technical proposal as well.

2. Cost Proposal

A. All Offerors must complete and attach Attachment A Bid Pricing Worksheet. This document will capture your unit pricing that will be used under contract for various projects.
    a. All Offerors' pricing for each category will be in the units given by the University (e.g., Sq. Ft., Ln Ft., etc.) and must be inclusive of all travel, lodging and other related expenses.
    b. Mobilization charges are listed per each type of abatement. No additional mobilization or travel fees shall be permitted.
    c. The cost of waste disposal is separate and will be borne by the University.
    d. Normal work hours are between the hours of 8:00 AM to 5:00 PM Monday through Friday.
    e. After normal work hours are hours after 5:00 PM Monday through Friday.
    f. Holiday work hours are hours on New Year's Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
    g. ACM Waste Disposal cost should be written as $/cu. yd. and shall include the permitting, removal, encapsulation, enclosure of asbestos-containing material(s) and proper disposal of the abated material and subsequent cleaning of contaminated areas.
    h. Large, medium and small-sized abatements shall be considered in the pricing.
B. Offerors are encouraged to submit a written cost proposal in addition to the Attachment A. Written cost proposals can be used to explain in more detail the pricing provided by the Offeror.

Pre-proposal

There are no pre-proposal meetings or site visits scheduled for this FPB.

III. SCOPE OF WORK

The work specified herein shall include the permitting, removal, encapsulation, enclosure of asbestos-containing materials resulting from any of the University's activities, and proper disposal of the abated material. The work shall be conducted by competent workers, certified and qualified in the techniques of asbestos abatement, handling, and disposal of asbestos containing and asbestos-contaminated materials and subsequent cleaning of contaminated areas.

Abatement may involve friable and non-friable asbestos and may include: floor coverings (tile with mastic on concrete or wood, carpet, laminate, or tile over tile with mastic, etc.), wall materials (drywall and/or joint compound, plaster; etc.), ceiling materials (sprayed insulation removal, or similar), ceiling scrapes, pipe insulation, and transite pipe/ducting. This is not an all-inclusive list.

Surface preparation:

a. Chemical: use only Pro 145 or Mastaway or approved equal to remove mastic and/or glue from floor.
b. Floor grinding: use only rotating diamond block floor grinder

The Contractor may also be tasked to perform activities where their expertise in control of airborne particulate hazards, the construction of enclosures, HEPA vacuuming /cleaning, and use of ventilation units would benefit activities performed by University employees.

All work under this contract shall be done in strict accordance with all applicable federal, state, and local regulations, standards, and codes governing asbestos abatement and any other trade work done in conjunction with the abatement. The most recent edition of any relevant regulation, standard, document, or code shall be in effect. Where conflict among the requirements or with these specifications exists the most stringent requirements shall be utilized.

Prior to starting abatements

The Contractor shall submit written evidence, satisfactory to the University, that required permits, site location, and arrangements for transport and disposal of asbestos containing waste materials have been made. The Contractor shall obtain and submit a copy of handling procedures for asbestos disposal at the landfill.

The Contractor shall submit documentation, satisfactory to the University, that the Contractor's employees, including foremen, supervisors, and any other company personnel or agents working on University property who may be exposed to airborne asbestos fibers or who may be responsible for any aspects of abatement activities, have received adequate training and appropriate South Carolina training/certification/accreditation/licensing. Training and certification of Contractor personnel working at the University must be current and maintained by annual refresher training and successful annual certification renewal.

The Contractor shall submit manufacturer's certification to the University that HEPA vacuums, negative pressure ventilation units and other local exhaust ventilation equipment conform to ANSI Z9.2-2006.

All work must conform to Standards of Performance of Asbestos Projects SC 61-86.1.

The Contractor must be able to complete the asbestos abatement in a time period to be determined by the University.

All asbestos abatement projects performed by the Contractor under the terms of this agreement will be administered by the University's Asbestos/Lead Based Paint Program Manager, and by the University-provided third-party Abatement Project Monitor.

Offerors shall have a Certified Industrial Hygienist (CIH) experienced in asbestos abatement assigned to the contract to address IH issues as necessary and consult with the University's CIH.

Offerors shall provide to CUES an Excel file (or easily imported format, such as csv) of all recorded results for the contract period. The data shall be organized by building/room to allow ease of access to information. The Offeror shall keep it current with all abatement.

Clemson University Environmental Safety (CUES) will randomly select projects for post-abatement inspection. Projects failing to meet acceptable standards must be rectified at the contractor's expense.

Clemson University may send audit teams to conduct a site visit of the facilities to be used for the servicing of this contract.

All equipment/instruments used shall have been serviced and/or calibrated within the last year or within the time period specified by the manufacturer.

Emergency Responses

In rare cases, emergency responses are required for asbestos abatement. Where an emergency request has been made, the Offeror must adhere to the following requirements:

1. The Offeror will have appropriate individual(s) on-site within one (1) hour of receiving the call from the University. Assigned representative must be capable of assessing the situation and plan to be used to perform the task(s). Note: This one-hour response time does not apply to non-emergency abatement work. The schedule for this work will be made between the Offeror's Assigned Contract Manager and CU Asbestos Program Manager.

<<OR>>

2. The Offeror will have appropriate individual(s) available for remote teleconference call within thirty (30) minutes of receiving the call from the University. Teleconference technology can include Zoom, FaceTime (iOS), Microsoft Teams or phone call. Assigned representative must be capable of assessing the situation and plan to be used to perform the task(s). Note: This thirty-minute response time does not apply to non-

emergency abatement work. The schedule for this work will be made between the Offeror's Assigned Contract Manager and CU Asbestos Program Manager.

In the event of an emergency the Offeror shall have on-site the necessary equipment to begin the abatement within four (4) hours. Please refer to the Zone Map (Attachment B) for areas of responsibility.

Post abatement documentation

Payment from Clemson University will occur only after receipt of a valid invoice, **closed manifest & abatement permits**. All invoices must contain a valid Clemson University purchase order number in order to be paid.

At the end of every calendar quarter any vendor performing work during that quarter will submit to the Asbestos Program Manager (APM) a list of all jobs they performed categorized by type (NESHAP, Small, Minor, O&M) plus the total amount of asbestos waste (total cubic yards) generated by those jobs.

The APM may require other documentation be provided at his/her discretion. The vendor is expected to promptly comply.

IV. AWARD CRITERIA

An award will be made by zone to any Offeror's that are responsive and responsible with the most advantageous pricing structure for Clemson University. Offeror's not responding to the initial solicitation will have the opportunity to be added to the awarded Suppliers list provided the supplier furnishes evidence of responsibility and responsiveness to Clemson University's original fixed price bid as authorized by this solicitation. The term of this agreement is a five (5) year contract from the effective date as stated on the award document. The maximum expiration date for this contract will be no later than five (5) years from the initial start data as shown on the original statement of award. This contract will be open for bidding until the original five (5) year term of the contract expires. Regardless of when additional bids are received and awards made, all contracts awarded under this solicitation will terminate on the maximum contract date stated on the award. Bids received after the initial awards will be reviewed every six months or as needed basis following the initial award date listed on the official statement of award. You are encouraged to notify the Procurement Manager listed in this solicitation if you intent to submit.

Awards made for Zone 1 shall include Upstate and Columbia South Carolina area. Awards made for Zone 2 shall include the Lowcountry and Columbia South Carolina area. See Attachment B for more details on zones. If you have the capability of responding to both Zones 1 & 2, you may submit your bid for both Zones. You will need to submit two (2) Attachment A documents – one for Zone 1 and one for Zone 2.

Offerors must be capable of meeting reasonable response times to Clemson University campus locations within each Zone. Response times will vary per project and will be established on a per-project basis by the Clemson University representative.

Other definitions:

A. FIXED PRICE BIDDING - The purpose of fixed price bidding is to provide multiple sources of supply for specific goods or services based on a pre-set maximum price which Clemson University will pay for such goods or services.
B. PRICING – Clemson University has established the maximum amount Clemson University will pay for the goods or services desired.
C. EVALUATION - Vendors responses to the fixed price bid will be reviewed to determine if they are responsive and responsible.
D. AWARD - Award will be made to all responsive and responsible bidders whose offer provides a percentage discount off of standard list pricing referenced in their catalog.
E. BIDS RECEIVED AFTER AWARD - Bidders not responding to the initial fixed price bid may be added to the awarded vendors list provided the bidders furnish evidence of responsibility and responsiveness to Clemson University's original fixed price bid as authorized by the solicitation.
F. REMEDIES - The failure of a specific bidder to receive business, once it has been added to the awarded vendors list, shall not be grounds for a contract controversy under Section 11-35-4230 of the South Carolina Procurement Code.
G. RESPONSIVE BIDDER - A person who has submitted a bid which conforms in all material aspects to the solicitation.
H. PRICES - Prices under this contract are "not to exceed" prices. Clemson University is not authorized to pay more than the stated prices. Vendors may offer and Clemson University may accept prices below those listed on the contract at any time. Price decreases will become effective immediately.

V. BIDDING SCHEDULE

Bidders are to enter $1.00 in the online bidding system – Line 1.

Attachment A – Bidding Schedule Sheet is to be filled out completely and re-attached in the online bidding system with your technical proposal. This is a Fixed Price Bid and the pricing is set by Clemson University.

If you have the capability of responding to both Zones 1 & 2, and meet the response times required for abatements, you may submit a bid for both Zones. You will need to label and submit two (2) Attachment A's – one for Zone 1 and one for Zone 2. See the instructions tab in Attachment A for more information

VI. APPENDICES

1. Attachment A Bid Pricing Worksheet.xls
2. Attachment B SC Zone Map