

# **Request for Qualifications Holmes County Building Demolition and Revitalization Program Demolition Contractors**

## **I. Summary and General Information**

The Holmes County Board of Commissioners is requesting qualifications from construction contractors and sub-contractors to establish a list of pre-qualified contractors to complete demolition projects funded by the Holmes County Building Demolition and Revitalization Program. Specifically, the Board of Commissioners is seeking to develop a list of pre-qualified contractors with experience in demolition of residential and commercial properties. Likely projects include demolition of single-family houses and commercial properties throughout Holmes County.

This RFQ and its attachments describe the terms and conditions under which the Board of Commissioners will approve contractors. Contractors are asked to submit Qualifications by **no later than 2:00 p.m., Friday, October 7, 2022.**

The submittals shall describe their qualifications, their prior demolition experience, their financial capability, and a description of past projects they have completed which are similar in nature to Building Demolition and Revitalization Program projects.

The information submitted must be organized and sufficiently detailed to allow the Selection Team to judge the contractor's ability to carry out these projects. The following will be the primary selection criteria used in this project:

- The contractor's qualifications and experience in demolition of residential and commercial properties.
- The contractor's ability and the extent of his/her financial resources available to commit to and carry out these projects.
- The contractor's experience in completing projects of a similar nature.

Upon review of the submittals, the Selection Team will select and contact those respondents whose qualifications best meet the Board's selection criteria.

**Qualifications submitted in response to this RFQ must be received no later than 2:00 p.m., Friday, October 7, 2022. Three (3) copies of the proposal shall be marked "DSRP" and delivered to:**

*Attention: Holmes County Board of Commissions  
Arnie Oliver, Planning Director  
2 Court St. Suite 21  
Millersburg, OH 44654*

To obtain RFQ packet information, terms, and conditions, please visit <https://holmescountycommissioners.com> Public Notices. If you have any questions, contact Susan Moore at 740-622-0529 or email at [susan@ordevelopment.com](mailto:susan@ordevelopment.com).

## **II. Project Objectives**

Holmes County Building Demolition and Revitalization objectives are as follows:

To complete required demolition of residential and commercial properties throughout Holmes County for revitalization under the parameters of the Ohio Department of Development. The exact number of properties will depend upon funding amounts, as well as acquisition and demolition costs.

## **III. Project Specifications**

Specifications for demolition will be developed by Ohio Regional Development Corporation at the direction of the Board of Commissioners. The specifications will vary from project to project based upon the property type. At project completion, vacant lots must meet all applicable regulations in accordance with the Minimum Standard Ohio Building Codes.

## **IV. List of Project Bidders**

The intent of this RFQ is to establish a list of pre-qualified contractors from which to solicit bids for the work under these projects in accordance with the Ohio Department of Development's Building Demolition and Revitalization Program and the Board of Commissioners' procurement guidelines. The exact scope of work for each project will vary based on the needs of the individual properties. The Board of Commissioners may, at its discretion, make additions or deletions from this list as it deems necessary depending upon the response to this RFQ.

After development of the specifications for each project, an invitation to bid the work will be forwarded to all contractors on the established list to request bids. The bid process will comply with all Ohio Department of Development's Building Demolition and Revitalization Program guidelines and the Board of Commissioners' established procurement guidelines.

## **V. Content of Qualification Submittals**

Submittals should be brief, but complete. Required information to be contained in a submittal in response to this RFQ is included in **Appendix A**.

## **VI. Selection Criteria and Process**

### **1. Selection Criteria**

Selection criteria will include the following:

- Previous experience (last five years) in demolition of single family residential and commercial properties, as well as, the experience of all members of the contractor's team.
- Financial capacity, including sufficient financial strength to undertake and complete projects of this size.
- Ability to meet the Board of Commissioners' minimum insurance requirements and bonding capacities.

### **2. Selection Process**

After reviewing all submittals, the Selection Team – made up of the Holmes County Board of Commissioners staff and consultants – will identify contractors whom it may meet with to discuss and evaluate the contractors' qualifications, experience, and capacity in more depth. The Selection Team will complete an evaluation and develop a list of pre-qualified bidders for these projects.

### **3. General**

Please note that all material and information presented in this RFQ is general in nature and shall not be deemed to be inducements or representations to which the Holmes County Board of Commissioners is bound. Contractors are cautioned to make their own independent investigation of all factual, financial, and legal matters upon which their submittals may be based. The Board of Commissioners reserves the absolute right to reject any or all of the submittals or to waive any irregularity in the submittal.

**APPENDIX A**  
**BUILDING DEMOLITION AND REVITALIZATION PROGRAM**  
**CONTRACTOR RFQ**  
**CONTRACTORS' QUALIFICATION SUBMITTAL**

1. **Statement of Construction Experience** - The Statement of Construction Experience is included in Appendix B of this document. All items on the Statement of Construction Experience must be filled-in completely and notarized. *This form must be included with the submittal.*
2. **Financial Capability** - The Contractor must present evidence of his/her financial capacity to perform all requirements within the proposed projects. Such evidence should include banking and credit references or statement of bonding capacity. Further financial information may be requested by the Holmes County Board of Commissioners after review of the submittals. *All information relative to financial statements will remain confidential.*
3. **Performance Record** - Contractors must have proven performance and experience in completing projects of similar scope. Contractors must supply a minimum of three (3) references for projects completed within the last two years and a minimum of three (3) references from vendors or suppliers.
4. **Proposal Letter** - A letter of interest shall be included as part of each submittal in response of the RFQ.
5. **Wage Rate Requirements** -It is anticipated that federal prevailing wage rates will not be required for these projects. If necessitated by project requirements the current wage rates will be provided in the bid packages.
6. **Qualifications/Certification** – Provide copy of Business License, all necessary insurance documentation, and active State Contractors' License

**APPENDIX B**  
**BUILDING DEMOLITION AND REVITALIZATION PROGRAM**  
**CONTRACTOR RFQ**  
**STATEMENT OF CONSTRUCTION EXPERIENCE**

All questions must be answered and the data given must be clear and comprehensive. This Statement must be notarized. If necessary, add separate sheets for items marked with an \*.

1. Name of Bidder:

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2. Permanent main office address:

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3. When organized:

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4. Where incorporated:

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5. How many years have you been engaged in the contracting business under your present firm name? \_\_\_\_\_

6. Number of employees and annual gross income of company:

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7. \*Contracts on hand: (Schedule these, showing gross amount of each contract and the approximate anticipated dates of completion.)

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8. \*General character of work performed by your company:

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9. \*Have you ever failed to complete any work awarded to you? \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

10. \*Have you ever defaulted on a contract? \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

11. \*List the more relevant types of projects recently completed by your company, stating approximate cost for each, and the month and year completed.

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12. \*Experience in demolition work similar in importance to this project:

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14. Furnish current Ohio Business License Number(s)

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15. Furnish current Contractor License Number(s) for jurisdictions within Holmes County:

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**APPENDIX B  
BUILDING DEMOLITION AND REVITALIZATION PROGRAM  
CONTRACTOR RFQ  
STATEMENT OF BIDDER'S CONSTRUCTION EXPERIENCE**

I, \_\_\_\_\_, swear under penalty of perjury under the laws of Ohio  
(Printed Name of Bidder)

that the answers to the foregoing questions and all Statements therein contained are true and correct.

Sworn this \_\_\_\_\_ day of \_\_\_\_\_, 2022 at \_\_\_\_\_.

\_\_\_\_\_  
(Signature of Bidder)

\_\_\_\_\_  
(Title of Bidder)

State of \_\_\_\_\_)

County of \_\_\_\_\_)

\_\_\_\_\_  
Notary Signature

**The signatory hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the Local Authority in verification of the recitals comprising this Statement of Bidder's Experience.**

**\*\*\* THIS FORM MUST BE SUBMITTED WITH THE RFQ \*\*\***