REQUEST FOR SERVICES
Nuisance Abatement

Release Date
November 2, 2021

Submit Sealed Responses to
Emily Crow, AICP
Development Director
Harrison Township
5945 N. Dixie Drive
Dayton, Ohio 45414
ecrow@harrisontownship.org

All Questions must be submitted via email to ecrow@harrisontownship.org by 4:00 PM on November 5, 2021, or in person at the Pre-Submittal meeting on November 8th.

Submittal Deadline:
November 22, 2021
3:00 PM

Pre Submittal Meeting
November 8, 2021
10:00 AM
A live meeting is scheduled to answer applicant’s written questions. A list of responses will be provided after the meeting to each party.

Please contact Emily via ecrow@harrisontownship.org to register for the pre submittal meeting.
Project Overview
Harrison Township is requesting services to abate nuisance properties. The abatements will range from weed and minor junk/debris removal on small residential lots (estimated 1-2 hours) to multi-day jobs for severe hording situations. Sample projects are provided. The township is requesting a bulk pricing bid for a lot of 10 small jobs, and a base price for the larger projects where, after a certain time duration or volume collected and overage of more than 10% of the initial estimate would be calculated based on an hourly rate.

Budget
Harrison Township has allocated, $20,000 for the remainder of FY 2021, and has a roster of projects for abatement. The Township has allocated $100,000 for FY 2022. The bulk and base pricing quoted in this bid shall be identified as either a 12- or 24-month pricing. If you choose, you can submit both a 12- and a 24-month price for each item. The Township is willing to provide some additional services from the “Township provided” list that follows in the event the cost of the abatements exceeds $20,000 in 2021, or $100,000 in 2022.

Description of Requested Services
The contractor will provide labor and equipment for lawn and building maintenance, junk, debris, and trash removal. Some cases may involve regulated substance, bio waste, hypodermic needles, broken glass, or other hazardous materials. The contractor should be prepared to provide safety equipment and protocols for these types of cases.

Services Required from Contractor:
- Labor for
  - Boarding up ground floor points of egress
  - Junk removal
  - Bio-hazard removal
  - Tree/shrub trimming and cutting
  - Weed and grass trimming
- Equipment and materials for
  - Dump trucks or trailers for hauling a maximum of 10 cubic yards of mixed debris
  - Roll off Dumpsters
  - Boarding up ground floor points of egress
  - Safety of employees
  - Tree trimming and cutting
  - Weed and grass trimming
  - Removal and disposal of hazardous waste and tires

Township Services
Township can provide many services; however, preference will be given to submissions that offer cost savings by providing any of the following additional service. The services to be provided by the Township must be clearly identified for each of the project types in your proposal.
The Township will provide a law enforcement escort—This will be provided for any case we feel warrants it and any case where the code enforcement officer or contractor requests it with a minimum 72 hours’ notice to the Development Director. The cost of this will not be the responsibility of the contractor.

The Township can provide the following if cost savings will be incurred:
- Roll off Dumpsters
- Branch and vegetation pick-up at the curb (when debris exceeds 10 cubic yards)
- Bulk pick-up at the curb (when debris exceeds 10 cubic yards)
- Tire pick-up at the curb and disposal
- Hazardous material disposal

**Timeline**
- Request for Service Posted—November 2, 2021
- Pre-Application Meeting (optional)—November 8, 2021 @ 10AM
- Sealed Bid’s Due to Township—November 22, 2021 @ 3PM
- Bid’s Opened—November 22, 2021 @ 4PM
- Notification of Selected Contractor—Week of November 29, 2021
- Contract Negotiations—Week of December 6, 2021
- Project Start – Mid December
Scope of Projects
Most of these projects will be different from one another but for purposes of classification and selection of a contractor the following scope of services for 6 project types have been scoped out. The submitted bid should include a cost and labor proposal for each type.

Type 1: Low Volume Non-Hazardous Material (small area)
- Lot Size: 8,000 sq. ft or less
- Debris Type:
  - Scattered or small piles of mixed paper, cardboard, metal, wood, leaves, or plant waste, soil, gravel, or stone.
  - 0-2 large/bulky items or tires
- Vegetation:
  - 1-3 overgrown trees or shrubs,
  - overgrown lawn up to 3 feet in height

Type 2: Moderate Volume Non-Hazardous Material
- Lot Size: Up to 12,000 sq. feet
- Debris Type:
  - Significant piles of mixed paper, cardboard, metal, wood leaves, or plant waste, gravel, or stone.
  - 3-4 large/bulky items such as mattresses, sofas, lawnmowers, gates, lumber, or architectural salvage or scrap metal.
  - Fewer than 4 tires
- Vegetation:
  - 4-6 overgrown trees or shrubs,
  - overgrown lawn up to 3 feet in height

Type 3: Low Volume Hazardous Material
- Lot Size: Up to 12,000 sq. feet
- Debris Type:
  - Scattered or small piles of mixed paper, cardboard metal, wood, leaves or plant waste, soil, gravel, or stone, and or
  - Small amounts of hazardous waste
  - Fewer than 4 tires
- Vegetation:
  - 4-6 overgrown trees, vines or shrubs
  - overgrown lawn up to 3 feet in height

Type 4: High Volume limited Hazardous Materials
- Lot Size: Up to 12,000 sq. feet
- Debris Type:
  - Significant piles of mixed paper, cardboard, metal, wood leaves, or plant waste, gravel, or stone.
  - 3+ large/bulk items such as mattresses, sofas, lawnmowers, gates, lumber, or architectural salvage or scrap metal.
  - Small amounts of hazardous waste
  - More than 4 tires
• Vegetation:
  o 4 or more overgrown trees, shrubs, or vines
  o overgrown lawn up to 3 feet in height

**Type 5: High Volume significant Hazardous Material**

• Lot Size: Up to 12,000 sq. feet
• Debris Type:
  o Significant piles of mixed paper, cardboard, metal, wood, leaves, or plant waste, gravel, or stone.
  o 3+ large/bulk items such as mattresses, sofas, lawnmowers, gates, lumber, or architectural salvage or scrap metal.
  o Significant amounts of hazardous waste or hazardous site conditions
  o More than 4 tires
• Vegetation:
  o 4 or more overgrown trees, shrubs, or vines
  o overgrown lawn up to 3 feet in height

**Type 6: Secure Structure Standard Openings**

Secure structure by boarding up standard sized openings. In the cost and labor proposal include the price per opening as an add-on to a project or as a standalone project. The cost shall include materials, and labor.

**Type 7: Secure Structure-Damaged Structure**

Secure the structure from egress by constructing a frame and panels when the original structure is unsound or openings are larger than standard plywood panels. In the *Cost and Labor Proposal* include the price per opening as an add-on to a project or as a standalone project. The Cost shall include materials, and labor.
Bid Submittal Instructions

Content
Each bid submitted shall include the following information in this order:

Letter of Intent
1. Location of Business
2. Years in Business
3. Overview of Qualifications to Perform the Work
4. Examples of similar projects and contact information (phone number and email) for a minimum of three references
5. Statement of capacity to perform work in timely manner
6. Agreement that the bid is valid for a period of 90-days
7. Indication of the 12- or 24-month pricing
8. Contact information

License and Insurance
1. Copy of Ohio Business License
2. Copy of Certificate of Insurance
3. Copy of Proof of Bonding

Cost and Labor Proposals
Type 1: Small project batch of 10 properties
1. Price per batch of 10-This should include all equipment, materials, labor, hauling, and disposal of up to 50 cubic yards of mixed debris
2. Size of Crew
3. Time for completion:
   a. # of man hours
   b. Duration in days from start to completion
4. List of Equipment Available to Crew
5. List of Services Provided by Township

Type 2: Moderate Volume Non-Hazardous Material
1. Price per property-This should include all equipment, materials, labor, hauling, and disposal of up to 10 cubic yards of mixed non-hazardous debris, bulk items
2. Size of Crew
3. Time for completion:
   a. # of man hours
   b. Duration in hours from start to completion
4. List of Equipment Available to Crew
5. List of Services Provided by Township

Type 3: Low Volume Hazardous Material
1. Price per property-This should include all equipment, materials, labor, hauling, and disposal of up to 10 cubic yards of mixed non-hazardous debris, bulk items, and a low-volume of hazardous materials
2. Size of Crew
3. Time for completion:
   a. # of man hours
b. Duration in hours from start to completion
4. List of Equipment Available to Crew
5. List of Services Provided by Township

Type 4: High Volume limited Hazardous Materials
1. Price per property—This should include all equipment, materials, labor, hauling, and disposal of up to 40 cubic yards of mixed non-hazardous debris, bulk items and a low-volume of hazardous materials
2. Size of Crew
3. Time for completion:
   a. # of man hours
   b. Duration in hours from start to completion
4. List of Equipment Available to Crew
5. List of Services Provided by Township

Type 5: High Volume significant Hazardous Material
1. Price per property—This should include all equipment, materials, labor, hauling, and disposal of up to 40 cubic yards of mixed non-hazardous debris, bulk items and a low-volume of hazardous materials
2. Size of Crew
3. Time for completion:
   a. # of man hours
   b. Duration in hours from start to completion
4. List of Equipment Available to Crew
5. List of Services Provided by Township

Type 6: Secure Structure Standard Openings
1. **Price per standard opening (Add-On):** This should include all equipment and materials and be quoted at the price to complete a board up during a type 1-5 project abatement.

2. **Price per standard opening (Board-Up):** This should include all equipment, materials, and labor per opening if the project is just boarding up or securing a structure.

Type 7: Secure Structure-Damaged Structure
1. **Price per 4 x 8 foot section (Add-On):** This should include all equipment and materials and be quoted at the price to complete a board up during a type 1-5 project abatement.

2. **Price per 4x8 foot section (Board-Up):** This should include all equipment, materials, and labor per opening if the project is just boarding up or securing a structure.

*Itemized hourly rate and materials schedule*
The following hourly rate and itemized information will be used for additional service requests, or if a contracted project exceeds the standard Project Type quote by more than 10% in hours or volume of removal, or if hazardous materials are discovered when none were anticipated.
1. Hourly rate schedule by employee classification
2. Total Cost for a 20 cy roll off dumpsters (use, hauling, and disposal=total cost)
3. Total Cost for a 40 cy Roll off Dumpster (use, hauling, and disposal=total cost)
4. Total Cost for a 10 cy dump truck (use, hauling, and disposal=total cost)
5. Total Cost for Hazardous Material removal and disposal (provide a standard schedule if available)
6. Total Cost for Tire Disposal by Ton (provide a standard schedule if available)
7. Scrap metal salvage discount per ton-Contractor can elect to salvage materials from the site including scrap metal, any proceeds shall be returned to the township in the form of a discount on that project’s billing and shall be included as itemized proceeds on the invoice.

**Selection Criteria**
Harrison Township will select the lowest and best offer from those that meet the submittal requirements.