



**CITY OF MIDDLEBURG HEIGHTS
DEPARTMENT OF ECONOMIC DEVELOPMENT**

**SOUTHLAND AREA REDEVELOPMENT PROJECT - ABATEMENT & DEMOLITION -
REQUEST FOR QUALIFICATIONS (RFQ)**

FORMER SEARS BUILDING

ISSUE DATE: November 13, 2024

1. INTRODUCTION

The City of Middleburg Heights, Ohio, (City) is seeking qualifications from firms to establish a shortlist of firms and/or teams (Qualified Proposers) for the abatement and demolition of the former Sears department store, the associated automotive service center, and other nearby buildings, located at 6950 West 130th Street in Middleburg Heights, Cuyahoga County, Ohio 44130. This project includes asbestos abatement and the removal of all regulated wastes and demolition of the structures and ancillary buildings. Qualified proposers shall present their qualifications as a total team that is demonstrating the ability to complete the entire project (abatement and demolition) and NOT only portions of the work.

Only the Qualified Proposers will be eligible to bid on the Request for Proposals (RFP) issued by the City and provided the opportunity to propose on the Project. Firms responding to this RFQ are not guaranteed an opportunity to propose on the Project, nor are they guaranteed the award of a contract for the Project.

Firms, including the members of any team, will have the experience and resources necessary to design, plan and execute the work (the Project), as determined by the City, in accordance with the evaluation criteria described in this RFQ. Firms that wish to be considered for qualification must submit a completed Statement of Qualifications (SOQ) in accordance with the instructions listed herein.

The Project is being partially funded through Brownfield Remediation Program grants issued by the Ohio Department of Development (ODOD) and USEPA Revolving Loan Funds administered by NOACA. In conjunction with ODOD and USEPA, the City of Middleburg Heights makes a good faith effort to employ Disadvantaged Business Enterprise (DBE), Minority Business Enterprise (MBE), Small Business Enterprise (SBE) and/or Women Business Enterprise (WBE) participation in the completion and operation of the project(s). Contractor shall indicate their acknowledgement and desire to employ these businesses in their response to this RFQ by signing the Statement of Qualifications Form.



It is anticipated that a Request for Proposals will be issued to Proposers on the Qualification List in December 2024. The Notice to Proceed (NTP) is anticipated to be given in January 2025.

Firms are advised that the City reserves the right to cancel this RFQ at any time and to procure using an open competitive selection process. Firms are also advised that qualification is not a determination of responsibility.

This RFQ will be advertised on the City's website at:

<https://middleburgheights.com/category/bid-opportunities/>

A public notice will be posted in the Plain Dealer/cleveland.com regarding this RFQ.

No telephone calls shall be entertained.

All responses to this RFQ are to be submitted electronically as a PDF document via email to Seda Ergun at sergun@trccompanies.com by 5pm on November 26, 2024. Late submissions will not be considered. Emails containing submissions should be marked "RFQ - Abatement and Demolition / Southland Area Redevelopment Project."

Submit all questions in writing via e-mail to Mr. Seda Ergun before 5pm on November 18, 2024 at sergun@trccompanies.com with "RFQ - Abatement and Demolition / Southland Area Redevelopment Project - Question" in the subject line, no phone calls please. Answers to questions will be posted as an RFQ addendum on the City's website by November 21, 2024.

The City's decisions regarding the qualification of firms for the Project are final.

Tentative Schedule

RFQ Posting	November 13, 2024
End of RFQ question period	November 18, 2024
Answers posted by	November 21, 2024
SOQ due	November 26, 2024
Identification of Qualified Firms	December 4, 2024
Issue Bid Specs and RFP	December 11, 2024
Site Walkover	End of Week of December 16, 2024
RFP Response Due	January 3, 2025
Bid Selection	January 10, 2025
City Council Approval	January 10, 2025
Construction	February 2025 through August 2025

2. SITE DESCRIPTION

The site is comprised of the former Sears property, totaling 18.79 acres on two parcels, referred to as the "main parcel" located at 6950 West 130th Street, Middleburg Heights);



and 372-31-009 (the unaddressed “parking lot parcel” located along Smith Road. Other nearby buildings may also be included in the demolition plans for the site.

The former Sears property includes a two-story department store building with a basement built in 1964, with a small addition made in 1970, and a standalone, two-story automotive shop built in 1964. There is a basement in the department store building.

The demolition also includes the abatement and removal of regulated materials including asbestos, fluorescent light bulbs and light boxes, transformers, and refrigerants. Light decontamination including oil, staining, and automotive fluids removal is also anticipated.

The former Sears property, including the former department store building and former automotive shop building, can be viewed at: <https://maps.app.goo.gl/YF7hgzsQvonffpHd7>. According to the Cuyahoga County Auditor, the former Sears property is currently owned by the City of Middleburg Heights.

TRC Environmental Corporation conducted Phase I and II Environmental site assessments at the site, confirmed existing conditions with respect to asbestos and regulated materials and verified known quantities of said materials. The results of these studies will be shared as part of the RFP with Qualified Proposers established from this RFQ.

3. EVALUATION CRITERIA

SOQs will be evaluated based on the submissions and the Proposer’s ability, and the ability of its team, to meet the criteria stated herein. Only those selected Proposers that are approved as qualified (Qualified Proposers) will receive the Request for Proposals for this Project. Proposers that do not meet the evaluation criteria as established in this section of this RFQ will not be offered the opportunity to propose on this Project. Proposers shall provide in the SOQ response all information necessary to demonstrate compliance with each evaluation criterion. The evaluation criteria for qualification to propose the Project are as follows:

A. SOQ Completeness and Responsiveness

SOQs will be evaluated for conformance with the requirements set forth in this RFQ. A Proposer that submits a SOQ that is incomplete in any material respect may be disapproved for the qualification. Refer to the SOQ Package Checklist included in this RFQ as an Attachment.

B. Technical Qualifications and Experience of the Proposer



The decision on qualification will include a review of project experience provided by the Proposer, including its team (if any). Project experience information shall be provided in Form A: Project Experience. A minimum of two (2) projects and not more than four (4) projects for each member of the team (if any) are requested.

- i. SOQs will be evaluated on the extent to which the Proposer and its team (if any) has a proven track record of delivering projects similar in nature, scope, and cost, on time and within budget. Qualifications shall be demonstrated by providing descriptions and owner references for all projects as detailed in Section C. below. The referenced projects shall be either completed within the last ten (10) years or may be on-going projects that are more than 50% complete.
- ii. Proposers shall indicate whether they or members of their team have ever been unavailable to commence or proceed with awarded contract work and whether any government agency or entity has issued any “stop work” or other orders against the firms unrelated to owner-caused delays. Describe in detail the circumstances for the unavailability or “stop work” order. If a joint venture, this paragraph applies to all members of the joint venture.

C. Proposer’s Qualifications

- i. Provide an organizational chart of the Proposer’s team, including major subcontractors. If names of subcontractors are not yet available, clearly list the types of major work that the Proposer intends on subcontracting. In all events, however, the Proposer’s engineer-of-record must be included in the organizational chart.
- ii. Provide an organizational chart of the proposed key personnel (i.e. Project Manager, engineer-of record’s Lead Designer, Project Engineer, General Superintendent, Superintendents / Walkers, Shift Foremen, Safety Professional, Operators), including the total number of key personnel.
- iii. Provide historical (3 years) and current safety record statistics such as RMR and list any fatalities of violations that resulted in fines and suspension of work in the last 5 years.
- iv. For the work that the Proposer anticipates will be subcontracted, provide a general description of subcontractors used on projects of similar size, nature and complexity. Identify the trade and percent of subcontracting for each trade and their safety record.



- v. For key personnel, provide a one (1) page resume demonstrating required experience as noted below in this RFQ with representative firm name and describing educational and professional qualifications (including certifications and most recent relevant experiences) for the services and work that will be performed under this Project. Provide the following information for each key personnel and each project that demonstrates the key personnel's experience:
 - Job title
 - Project name and location
 - Scope of work
 - Owner's name and contact information
 - Construction management firms name and contact information (if applicable)
 - Original and final contract amounts
 - Construction start and end dates (contract and actual)

- vi. A list of relevant project experience, with references, on projects similar to the Project proposed herein, and specifically identifying any projects where the firm was a part of a design team to finalize plans during preconstruction through value engineering, constructability reviews, and other preconstruction services. Firms shall include the following information for each listed project:
 - a. Description of the project and a description of the firm's relevant experience, consistent with the above to act as the Construction Management Representative (CMR);
 - b. Project Manager and other pertinent personnel that will be a part of the project CMR team. Include resumes and qualifications.

- vii. Project Approach, including cost control measures. As part of the project approach each firm is to provide a percentage of the total Cost of Work the firm expects to self-perform and how that level of self-performance would be advantageous to the City.

- viii. Respondents acknowledge by signing the Statement of Qualifications Form that they will make a good faith effort to employ DBE, MBE, SBE, and/or WBE participation in the completion and operation of the project(s).

- ix. Evidence of the firm's authority to do business in the State of Ohio. The firm's State Contractor license number, if any, shall also be included. If the firm has ever operated under another name, or controls, or is controlled by another company or business entity or in the past five years controlled or was controlled by another company or business entity, whether as a parent company, subsidiary, joint venture or any other business relation, it shall attach a separate statement to its submittal that identifies the owners, officers, and members of such company or business entity and explains in detail the nature and duration of any such business relationship. City may request



additional information from such entity if the business relationship could potentially impact contract performance.

- x. City may conduct any additional inquiries to verify that firms and their Subcontractors have the technical qualifications and performance capabilities necessary to successfully complete the Project in terms of controlling costs, quality of the Work and meeting deadlines, and a sufficient record of such successful past performance for similar projects. In conducting such inquiries, City may seek relevant information from firms, prior customers or clients, both public and private, Subcontractors or any other relevant sources.
- xi. All business entities engaged in contracts for this Project shall be qualified designers, consultants, contractors and subcontractors that have sufficient capabilities in all respects to successfully perform contracts on which they are engaged, including the necessary experience, equipment, technical skills, licenses, and qualifications and organizational, financial, and personal resources, including successful completion of projects similar in size and scope to this Project within the owner's time and budget constraint. Firms shall also be required to have a satisfactory past performance record for similar projects and a satisfactory record of compliance with all applicable laws. No award will be made to any firm who cannot demonstrate to City sufficient ability and experience in this class of Work and sufficient capital and plant to enable prosecution and completion of the

City's decision or judgment on these matters shall be final, conclusive, and binding. Provision of such information by firms shall not establish a presumption of the firm's qualifications and City may require any additional information it deems necessary to evaluate the firm's status, including, but not limited to, technical or professional qualifications and experience, availability of qualified personnel, equipment and facilities, past performance on similar projects.

D. References

The decision on qualification will include a review of project references provided by the Proposer for work similar in nature, scope and cost. The Proposer shall provide the project reference information as requested in Form B: Project References. A minimum of two (2) references and not more than four (4) additional references are requested. Each reference shall be limited to one (1) page.

The named reference on the form shall be the Owner, Project Manager or the Head of the Department in charge of construction of the project listed. The City reserves the right to seek additional information from any individual who has information about the listed projects.

Reference evaluation criteria may include, but not necessarily be limited to, the following:



- Did the design team provide high quality service in the preparation of the contract documents?
- Did the contractor provide adequate equipment, personnel and supervision of the project?
- Did the contractor provide required reports, notifications, and other required paperwork in a timely manner?
- Did the contractor adhere to the approved Critical Path Method Schedule?
- Did the contractor provide high quality workmanship in the execution of the contract documents?
- Did the contractor provide timely and fair and reasonable services in the negotiation of contract change orders?

E. Financial and Contract Capability

Each Proposer shall furnish the following information for the Proposer and, unless otherwise noted, its engineer-of-record. For joint ventures, this information is required for all parties of said joint venture. If any of the information requested is considered confidential, the Proposer shall make said information available to the City for viewing. All submitted information will be returned to the Proposer upon completion of the review process.

- Contract Performance Bond.** The successful bidder shall be required to furnish a Contract Performance Bond in the amount specified in the bid proposal where such price exceeds \$100,000.00, executed by a Surety Guaranty or Trust Company authorized to do business in the State of Ohio, and having a Middleburg Heights Agent with authority to execute said bond in the form contained in the Proposal. If through amendment the total contract price is increased from \$100,000.00 or less to an amount more than \$100,000.00, the Contractor shall be required to furnish a Contract Performance Bond or other security in the amount specified in the bid proposal of the uncompleted contract work. Uncompleted work for purposes of this section shall mean work which has not yet been inspected or which has been inspected and rejected.
- Compliance by the Proposer with EEO, Anti-Discrimination Laws, and Disadvantaged Business Enterprise (DBE) /Minority Business Enterprise (MBE) /Small Business Enterprise (SBE) or Women Business Enterprise (WBE) Participation.

If, in the opinion of the City, a Proposer does not show a satisfactory record of compliance with equal employment opportunity requirements, anti-discrimination laws, a demonstrated commitment to working with minority, disadvantaged, small,



and women-owned businesses, and/or achievement of local workforce participation, then such Proposer may be denied qualification.

F. Insurance

Provide a copy of the Proposer’s, engineer-of record's, and joint venture partner's Certificates of Insurance showing the applicable firm's current limits of liability for Commercial General Liability, Workers’ Compensation / Employers Liability, Contractors Pollution Liability, Business Automobile Liability and Professional Liability, as applicable. The actual coverage amounts required at the time proposals are as follows and will be designated in the Contract Documents.

Contractor shall purchase and maintain at its own expense, or cause to be purchased and maintained, throughout the term of the contract documents, the insurance specified below. All insurance required hereunder shall apply to and cover loss or liability caused by, arising from, or resulting from the Work performed or required to be performed, provided or required to be provided, hereunder, it being understood and agreed that the Work may include hazardous and ultra-hazardous activities.

Limits by line of coverage of not less than the following amounts:

Limits by Line of Coverage	Aggregate Contract Amount \$0 - \$250,000	Aggregate Contract Amount \$250,001- \$500,000	Aggregate Contract Amount \$500,001- \$1,000,000	Aggregate Contract Amount \$1,000,001- \$5,000,000	Aggregate Contract Amount >\$5,000,001
GENERAL LIABILITY					
Bodily Injury & Property Damage Limit each occurrence	\$2,000,000	\$4,000,000	\$8,000,000	\$15,000,000	\$25,000,000
Products/Completed Operations Annual Aggregate	\$2,000,000	\$4,000,000	\$8,000,000	\$15,000,000	\$25,000,000
Personal & Advertising Injury	\$2,000,000	\$4,000,000	\$8,000,000	\$15,000,000	\$25,000,000
General Annual Aggregate	\$2,000,000	\$4,000,000	\$8,000,000	\$15,000,000	\$25,000,000
AUTO LIABILITY					
Annual Combined Single Limit – Bodily Injury, Property Damage	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
WORKERS' COMPENSATION					
PART ONE – WORKERS' COMPENSATION	Ohio Statutory	Ohio Statutory	Ohio Statutory	Ohio Statutory	Ohio Statutory



Limits by Line of Coverage	Aggregate Contract Amount \$0 - \$250,000	Aggregate Contract Amount \$250,001- \$500,000	Aggregate Contract Amount \$500,001- \$1,000,000	Aggregate Contract Amount \$1,000,001- \$5,000,000	Aggregate Contract Amount >\$5,000,001
PART TWO - EMPLOYERS LIABILITY					
Bodily injury by accident, each accident	\$2,000,000	\$2,000,000	\$5,000,000	\$5,000,000	\$5,000,000
Bodily injury by disease, each employee	\$2,000,000	\$2,000,000	\$5,000,000	\$5,000,000	\$5,000,000
Bodily injury by disease, policy aggregate minimum coverage	\$2,000,000	\$2,000,000	\$5,000,000	\$5,000,000	\$5,000,000
CONTRACTORS POLLUTION LIABILITY					
Bodily Injury & Property Damage, Third-Party Claims, each occurrence	\$1,000,000	\$2,000,000	\$4,000,000	\$10,000,000	\$25,000,000
Bodily Injury & Property Damage, Third-Party Claims, annual aggregate	\$1,000,000	\$2,000,000	\$4,000,000	\$10,000,000	\$25,000,000
Clean-up, Response, & Remediation On-Site, each occurrence	\$1,000,000	\$2,000,000	\$4,000,000	\$10,000,000	\$25,000,000
Clean-up, Response, & Remediation Off-Site, each occurrence	\$1,000,000	\$2,000,000	\$4,000,000	\$10,000,000	\$25,000,000
PROFESSIONAL LIABILITY					
Per Claim	\$1,000,000	\$2,000,000	\$5,000,000	\$5,000,000	\$10,000,000
Annual Aggregate	\$1,000,000	\$2,000,000	\$5,000,000	\$5,000,000	\$10,000,000

G. SUBMISSION REQUIREMENTS

All responses to this RFQ are to be submitted electronically as a PDF document via email to Seda Ergun at sergun@trccompanies.com by 5pm on November 26, 2024. Emails containing submissions should be marked "RFQ - Abatement and Demolition / Southland Area Redevelopment Project." Submission of SOQs shall be made no later than the time and date noted in Section 1 of this RFQ. Late submissions will not be considered.



The submittal package(s) shall be labeled:

**STATEMENT OF QUALIFICATIONS
SOUTHLAND AREA REDEVELOPMENT PROJECT - ABATEMENT & DEMOLITION
FORMER SEARS BUILDING**

ATTACHMENTS

Statement of Qualifications Form

Form A: Project Experience

Form B: Project References



Statement of Qualifications Form

Company Name:					
Single firm <input type="checkbox"/> or a multi-firm joint venture <input type="checkbox"/>					
Address:					
City:		State:		Zip:	
Tax Identification No.:					
Description of the Nature of the Entity:					
<p>Respondents acknowledge that by signing this form they agree to make a good faith effort to employ Disadvantaged Business Enterprise (DBE), Minority Business Enterprise (MBE), Small Business Enterprise (SBE), and/or Women Business Enterprise (WBE) participation in the completion and operation of the project(s).</p>					
SOQ Contact Person					
Name:					
Title:					
Telephone No.:		Email:			
SOQ Authorized Representative					
Name:					
Title:					
Signature:					
Date:					

<p>Firm's (or Firm's Team Member's) Role:</p>	<p>Names of team participants (firms) and their roles (e.g. as member of a Joint Venture, etc.):</p> <p>Firm's (or Firm's team member's) scope of work:</p> <p>Firm's (or Firm's team member's) participation (in terms of money and percentage of work):</p>
<p>Construction Contract Value:</p>	<p>Original construction contract amount:</p> <p>Percent change orders through construction and cause:</p>
<p>Project Schedule:</p>	<p>Original Construction Schedule (NTP to Substantial Completion):</p> <p>Was the project completed within the original project schedule? Circle One: Yes No</p> <p>If "No," please explain.</p>
<p>Other Contract Performance Metrics and Results:</p>	
<p>Contract dispute and resolution experience:</p>	



Provide historical (3 years) and current safety record statistics such as RMR and list any fatalities of violations that resulted in fines and suspension of work in the last 5 years.

Project Approach - include self-performance and cost control measures demonstrated on other projects.

Attach documentation including: certificate(s) of insurance, organizational chart(s), and resumes.

