



Town of Bluff/Utah Diné Bikéyah
Cooperative Cultural Center
Ceiling Demolition and Material Removal Project

Project Site
630 E Black Locust
Avenue PO Box
324 Bluff, Utah
84512

Date of Issue:
June 7, 2023

Submission Deadline
June 15, 2023 5:00PM MTN

Submission Location
Town of Bluff Offices
Suite 1
191 N 3rd E ST
Bluff, UT 84512

Mailing Address
PO Box 324
Bluff, UT 84512

Email Address
office@townofbluff.org

Competitive Proposal Ceiling Demolition & Material Removal Services

COMPANY INFORMATION

Company Name	
Address	
City, State, ZIP	
Contact Person	
Contact Person's Title	
Contact Person's Phone Number	
Contact Person's Email	
Company Website (if applicable)	

SCOPE OF WORK

The scope of this project involves the demolition and removal of ceiling tiles and associated materials from the 19,000 square foot, one story building located in Bluff, Utah. The purpose of this project is to facilitate the renovation and improvement of the building's interior, ensuring a safe and aesthetically pleasing environment for its occupants.

SITE ASSESSMENT

- Conduct a thorough assessment of the existing ceiling tiles and materials, including their composition, condition, and any potential hazards.
- Identify any specific requirements or considerations for the removal process.
- Coordinate with the relevant authorities, such as local building departments or environmental agencies, to ensure compliance with regulations and obtain necessary permits.

DEMOLITION AND REMOVAL

- Safely remove all ceiling tiles, including suspended or glued tiles, grid systems, and associated fixtures such as lights or ventilation components.
- Utilize appropriate tools and equipment for the removal process, ensuring minimal damage to the surrounding structure.
- Handle the removal process in a manner that minimizes dust, debris, and disruption to the building occupants and adjacent areas.
- Follow industry best practices and safety protocols to ensure the well-being of the demolition crew and building occupants.
- Properly dispose of all demolished materials in compliance with local waste management regulations.

SITE CLEAN UP:

- Thoroughly clean the work area and adjacent spaces, removing any remaining debris, dust, or residue resulting from the demolition process.
- Properly dispose of all waste materials in designated containers or approved waste disposal facilities.

- Leave the site in a clean, safe, and orderly condition, ready for subsequent renovation work.

DOCUMENTATION AND REPORTING

- Maintain detailed documentation throughout the project, including photographs, notes, and any relevant permits or certifications.
- Provide a final report summarizing the demolition activities, including any challenges encountered and their resolution.
- Submit any required documentation or certifications to Town of Bluff and Utah Dine Bikeyah upon project completion.

PROJECT TIMELINE

Provide a detailed timeline for completing the ceiling removal project, including key milestones and estimated start and end dates as requested below.

Time is of the essence for this project and will be considered as an important evaluation factor.

Project Commencement	
Site Assessment and Planning	
Demolition and Material Removal	
Site Clean-Up	
Final Documentation and Reporting	
Project Completion	

METHODOLGY AND APPROACH

Describe your proposed methodology and approach for the ceiling removal process, including any specialized techniques or equipment that will be utilized.

SAFETY MEASURES

Outline your safety measures and protocols to ensure the safety of workers, nearby residents, and the environment during the demolition process.

COST PROPOSAL

Provide a detailed breakdown of costs associated with the ceiling removal project. Include all relevant expenses such as labor, equipment, permits, waste disposal, and any additional costs. Indicate if any taxes or fees are applicable.

Please attach additional pages, if necessary.

INSURANCE AND LICENSING

State your company's insurance coverage details and include copies of the relevant insurance certificates. Specify any licenses or permits required to carry out the proposed work.

NOTE: PERFORMANCE BONDING

At the time of or prior to the execution of the contract, the Town of Bluff reserves the right to require the successful offeror to furnish a performance and/or labor and material payment bond with corporate surety, satisfactory to the Town of Bluff, in the amount of the contract price.

ADDITIONAL INFORMATION

Provide any additional relevant information or considerations that you believe may be important for the evaluation of your proposal.

REQUESTS FOR CLARIFICATION

Any requests for clarification of additional information deemed necessary by any respondent to present a bid shall be submitted in writing, via email, to Erin Nelson at manager@townofbluff.org referencing this request. Written requests must be received a minimum of 24 hours prior to the submission deadline. Any requests received after this deadline will not be considered. All requests received prior to the deadline will be responded to in the form of an addendum addressed to all prospective respondents.

ADDITIONAL INFORMATION

In the event the Sponsor is unable to reach a decision based on proposers' submittals, a short list may be developed from submittals received. Firms on the short list may be asked to attend an interview prior to final selection. It is the intent of the Sponsor to enter into a contract with the most qualified individual or firm no later than June 23, 2023.

The Town and Utah Dine Bikeyah reserve the right to accept or reject any or all bids and to waive any formal defects or irregularities in the bids, when deemed to be in the interest of the Town and UDB.

Total Project Cost:

Company Name

Signature

Date

Printed Name