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**THE OFFICE OF CONTRACTING & PROCUREMENT, on behalf of  
THE DETROIT DEMOLITION DEPARTMENT  
REQUEST FOR QUALIFICATIONS (RFQQ) # 1  
DETROIT DEMOLITION PROGRAM**

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**GENERAL INFORMATION**

The City respectfully requests qualifications from interested and responsible vendors for the following programs:

- Emergency Residential Demolition Program
- Planned Residential Abatement & Demolition Program
- Emergency Commercial Demolition Program
- Planned Commercial Abatement & Demolition Program

Please read this Request for Qualifications (RFQQ) in its entirety. This document, including all attachments and exhibits, contains important information about the City of Detroit Demolition Program and the terms and conditions of the RFQQ process.

The intent of this RFQQ is to openly and responsibly establish a list of pre-qualified vendors to bid on abatement and/or demolition services.

This RFQQ supersedes and replaces RFQQ No. 181986 and RFQQ No. 181225,1. Pre-qualified vendors under those RFQQs must respond to this RFQQ to participate in the City of Detroit Demolition Program.

Pre-qualification is not a guarantee of any abatement or demolition work. However, only pre-qualified vendors will be eligible for the award of abatement and demolition services.



The City reserves the right to fund these services from any local, state, or federal funding source, and the successful vendor must comply with all applicable laws, regulations, and rules.

**PUBLISHED DATE**

Wednesday, November 30<sup>th</sup>, 2022

**PRE-SUBMITTAL MEETINGS**

Thursday, December 8<sup>th</sup>, 2022, @ 1:00 p.m.

[Click here to join the meeting](#)

Meeting ID: 267 512 039 328

Passcode WRt8s9

[Download Teams](#) | [Join on the web](#)

**POINT(S) OF CONTACT**

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## I. INTRODUCTION

The City of Detroit Demolition Department through the Office of Contracting and Procurement (hereafter: “[t]he City”) respectfully requests qualifications from interested and responsible vendors for the following programs:

- Emergency Residential Demolition Program
- Planned Residential Abatement & Demolition Program
- Emergency Commercial Demolition Program
- Planned Commercial Abatement & Demolition Program

Please read this Request for Qualifications (RFQQ) in its entirety. This document, including all attachments and exhibits, contains important information about the City of Detroit Demolition Program and the terms and conditions of the RFQQ process.

The intent of this RFQQ is to openly and responsibly establish a list of pre-qualified vendors to bid on abatement and/or demolition services. Pre-qualification will allow interested vendors to avoid the redundant submittal of identical documents with each bid and will enable the City to expedite the procurement of abatement and/or demolition services through the elimination of redundant reviews.

This RFQQ supersedes and replaces RFQQ No. 181986 and RFQQ No. 181225,1. Pre-qualified vendors under those RFQQs must respond to this RFQQ to participate in future RFQs/RFPs in the City of Detroit Demolition Program. Currently pre-qualified vendors may bid on emergency residential/commercial demolitions until further notice.

Pre-qualification is not a guarantee of any abatement or demolition work. However, only pre-qualified vendors will be eligible for the award of abatement and demolition services.

The City reserves the right to fund these services from any local, state, or federal funding source, and the successful vendor must comply with all applicable laws, regulations, and rules.



## II. BACKGROUND ON THE CITY OF DETROIT DEMOLITION PROGRAM

- a. **Emergency Residential Demolition Program.** Between January 1<sup>st</sup>, 2014, and December 31<sup>st</sup>, 2021, vendors performed **1,842** emergency residential demolitions, with **278** emergency residential demolitions in 2021 and **261** emergency residential demolitions in 2020.
- b. **Planned Residential Abatement & Demolition Program.** Between January 1<sup>st</sup>, 2014, and December 31<sup>st</sup>, 2021, vendors abated and demolished **20,293** residential sites, with **1,185** residential sites in 2021 and **963** residential sites in 2020.
- c. **Emergency Commercial Demolition Program.** Between January 1<sup>st</sup>, 2014, and December 31<sup>st</sup>, 2021, vendors performed **278** emergency commercial demolitions, with **20** commercial sites in 2021 and **20** commercial sites in 2020.
- d. **Planned Commercial Abatement & Demolition Program.** Between January 1<sup>st</sup>, 2014, and December 31<sup>st</sup>, 2021, vendors have abated and demolished **565** commercial sites, with **7** commercial sites in 2021 and **38** commercial sites in 2020.

## III. DESIGNATED POINT(S) OF CONTACT FOR THIS RFQQ

The designated point(s) of contact for this RFQQ, along with any relevant contact information, is/are identified on the cover page.

## IV. CLARIFICATIONS, MODIFICATIONS, OR AMENDMENTS TO THIS RFQQ

The City reserves the right to clarify, modify, or amend this RFQQ at any time. This may include, but is not limited to, any attachment or exhibit to this RFQQ. The City will communicate any clarification, modification, or amendment in writing through Oracle.

## V. CANCELLATION OR WITHDRAWAL OF THIS RFQQ

The City reserves the right to cancel or withdraw this RFQQ at any time. The City will communicate the cancellation or withdrawal of this RFQQ through Oracle.



## VI. DISCOVERY OF DISCREPANCIES, ERRORS, OR OMISSIONS IN ANY RFQQ DOCUMENT

If an interested vendor discovers any discrepancy, error, or omission in any RFQQ form or document, the interested vendor must immediately notify the City in writing through Oracle. This includes, but is not limited to, any attachment or exhibit to this RFQQ.

## VII. QUESTIONS REGARDING THIS RFQQ

Interested vendors must submit any questions regarding this RFQQ in writing through Oracle. The City will not respond to any questions submitted through any other means (e.g. e-mail).

The City will post all answers to any questions in writing on Oracle. Any written interpretation, information, or instruction provided by an officer, employee, or contractor of the City through any other means (e.g. e-mail) is non-binding. Additionally, any oral interpretation, information, or instruction provided by an officer, employee, or contractor of the City is similarly non-binding.

## VIII. PRE-SUBMITTAL MEETING

The City will hold virtual pre-submittal meetings as deemed necessary for this RFQQ. All pertinent information related to the virtual pre-submittal meetings is listed on the cover page.

## IX. QUALIFICATIONS FORM AND CONTENT

a. **Qualifications Form.** Respondents must prepare and submit one separate electronic file of each of the required form(s) or document(s) in the file format stipulated in Section **IX.b.** below.

b. **Qualifications Content.** Respondents must submit the following forms and documents:

- 1.a.1. Certificate of Authority – portable document format (.pdf)
- 1.a.2. Conflict of Interest & Disclosure Form - .pdf
- 1.a.3. Consolidated Affidavits - .pdf
- 1.a.4. Sample Employment Application - .pdf



- 1.a.5. Demolition Department General Affidavit - .pdf
  - 1.a.6. Organization Cover Page/Application/Contractor Questionnaire - .pdf
  - 1.a.7. State of Michigan Certificate of Good Standing - .pdf
  - 1.a.8. Approved Treasure Clearance - .pdf
  - 1.a.9. City of Detroit Wrecking License - .pdf
  - 1.a.10. State of Michigan Asbestos Abatement Contractor License - .pdf
  - 1.a.11. Certificate of Insurance in Compliance with the RFQQ - .pdf
  - 1.a.12. Proof of Bonding Capacity - .pdf
  - 1.a.13. Two (2) Most Recent Years of Financial Statements or Tax Returns - .pdf
  - 1.a.14. List of Management & Leadership Team - excel (.xlsx)
  - 1.a.15. Organizational Chart & Staff Roster - .pdf and .xlsx
  - 1.a.16. Equipment List - .xlsx
  - 1.a.17. Citations, Litigation, Lawsuits & Legal Proceedings - .xlsx
  - 1.a.18. List of Claims or Demands - .xlsx
  - 2.a.1. Debarment & Suspension - .pdf
  - 2.a.2. Byrd Anti-Lobbying Amendment - .pdf
  - 2.a.3. Davis-Bacon Act - .pdf
  - 2.a.4. COVID & ARPA Federal Requirements - .pdf
  - 2.a.5. Proof of Pending of Active Registration with System of Awards Management (SAM) - .pdf
  3. Emergency Residential – Relevant Experience & References - .xlsx
  4. Planned Residential – Relevant Experience & References - .xlsx
  5. Emergency Commercial – Relevant Experiences & References - .xlsx
  6. Planned Commercial - Relevant Experiences & References - .xlsx
- c. **Use of RFQQ Forms/Documents.** Where forms or documents are provided with this RFQQ, respondents must use those forms or documents. The City will consider any submittal that uses an alternate, modified, or incorrect form or document as non-responsive.
- d. **Complete Forms/Documents.** Respondents must complete and submit all required forms and documents associated with this RFQQ, and the City shall have the final determination as to the completeness of any required form or document.
- e. **Right to Request Additional Information or Documentation.** At its sole discretion, the City reserves the right to request additional information or documentation if





the City determines that information or documentation is necessary to decide on a respondent's application for pre-qualification.

**X. SUBMITTAL OF QUALIFICATIONS**

Interested vendors must individually upload each required form and document into Oracle in the stipulated electronic file format. The City will not accept any required form or document by any other means.

If an interested vendor experiences technical difficulties with Oracle, the vendor must immediately send an e-mail to [procurementinthecloud@detroitmi.gov](mailto:procurementinthecloud@detroitmi.gov) with copies to the designated point(s)-of-contact for this RFQQ. The interested vendor must provide a thorough description of the technical difficulty.

**XI. SUBMITTAL DEADLINE AND CLOSING OF EXISTING PRE-QUALIFICATIONS**

This RFQQ will remain open until closed by the City. There is no deadline for this RFQQ at this time.

Interested vendors assume all responsibility for submitting qualifications and adequately responding to all City inquiries in a timely manner for an opportunity to participate in the Demolition Program.

RFQQ No. 181986 and RFQQ No. 181225,1 will close to new submittals on the published date of this RFQQ. However, pre-qualified vendors with an open contract or purchase order for abatement and/or demolition services associated with those RFQQs must maintain their pre-qualified status in accordance with the terms and conditions of those RFQQs throughout the term of any open contract.

**XII. REQUEST FOR EXPLANATION IF NOT RESPONDING TO THIS RFQQ**

The City respectfully requests an explanation as to why any vendor does not respond to this RFQQ. Vendors should submit the explanation in writing through Oracle at the earliest opportunity.





### XIII. CONDITIONS ON QUALIFICATIONS

All qualifications submitted in response to this RFQQ are subject to the following conditions:

- a. **Voluntary Submittal.** Submittals are strictly voluntary on the part of the respondent(s), and the respondent(s) assume(s) all responsibility for the preparation and submittal of the qualifications in accordance with the terms and conditions of this RFQQ. The City accepts no responsibility for and shall not reimburse the respondent(s) for any costs incurred in the preparation and submittal of any qualifications.
- b. **One Submittal per Respondent.** A respondent may only submit one set of qualifications in response to this RFQQ. The submittal of more than one set of qualifications by any respondent may result in the denial of any or all request(s) for pre-qualification. This includes any qualifications submitted by a subsidiary, affiliated company, or franchise.
- c. **Withdrawal of Submittal.** A respondent may withdraw a submittal prior to the deadline by submitting a written request through Oracle. The City respectfully requests an explanation for the withdrawal.
- d. **Public Disclosure.** All submittals are subject to public disclosure in accordance with all applicable laws, regulations, policies, and protocols.
- e. **Property of the City.** Unless withdrawn (see above), all qualifications submitted in accordance with the terms and conditions of this RFQQ will become the property of the City.
- f. **Ongoing, Affirmative Duties and Obligations.** A respondent has an ongoing, affirmative duty and obligation to provide true, complete, and correct information and documentation to the City throughout the RFQQ process. The respondent must provide all requested information or documentation in the form, manner, and time frame stipulated by the City.

Additionally, a respondent has an ongoing, affirmative duty and obligation to immediately inform the City of any change(s) in fact or information contained in any required form or document, and a respondent has an ongoing duty and



obligation to immediately inform the City of any information that the respondent discovers to be incorrect or inaccurate. The respondent must inform the City of any change(s) in information or fact in writing through Oracle.

#### XIV. EVALUATION OF QUALIFICATIONS

- a. **Evaluation of Forms/Documents.** Following receipt of a submittal, the City will review and evaluate the required forms and documents. The City will move forward with an evaluation of all complete submittals that do not exhibit any of the following deficiencies or irregularities:
  - i. **Missing form(s)/document(s).** If a respondent fails to submit any required form or document, the City will consider the submittal as non-responsive and request the missing form or document.
  - ii. **Alternate, modified, or incorrect form(s)/document(s).** At its sole discretion, the City shall determine whether or not a respondent used the proper form or document. If a respondent uses an alternate, modified, or incorrect form or document, the City will consider the form or document non-responsive and request the proper form or document.
  - iii. **Incomplete form(s)/document(s).** At its sole discretion, the City shall determine the completeness of any required form or document. If a respondent submits (an) incomplete form(s) or document(s), the City may consider the form(s) or document(s) non-responsive and request a complete form or document.
  - iv. **City's right to request clarification.** The City reserves the right to request clarification on any required form or document. At its sole discretion, the City reserves the right to determine that a form or document is non-responsive if the respondent fails to respond or fails to respond adequately or appropriately to the request.
  - v. **City's right to waive deficiencies or irregularities.** At its sole discretion, the City reserves the right to waive any reasonable, immaterial irregularity or deficiency in any form or document at any time.



- b. **Evaluation of Submittals.** Following a determination of the completeness, a City-designated committee will evaluate the submittal and approve or deny the respondent's request for pre-qualification.
- i. **Interviews.** The City reserves the right to conduct interviews with the key personnel of any respondent. The City will conduct those interviews in a form and manner most convenient to the City. Failure to participate in an interview may delay the City's determination of pre-qualification.
  - ii. **Site Visit(s).** The City reserves the right to conduct one or more site visit(s) to any respondent's place(s) of business or job site(s). The City will schedule the site visit(s) on a day and time most convenient to the City. Failure to accommodate the site visit(s) may delay the City's determination of pre-qualification.
  - iii. **Additional Information or Documentation.** At its sole discretion, the City reserves the right to utilize any other readily available information and/or documentation (e.g. disciplinary information or documentation) beyond that submitted in response to this RFQQ to make its determination.

#### **XV. DETERMINATION OF PRE-QUALIFICATION**

Following the determination of a complete submittal, the City will communicate its written determination to the respondent's designated point(s) of contact within forty-five (45) calendar days.

#### **XVI. TRIAL PROGRAM**

If a respondent is denied for all programs but meets the prequalification documentation requirements in Step 1 with at least one crew's worth of employees and owned equipment, the City will place the respondent in a trial program so that the respondent may gain the necessary experience to participate in the Emergency Residential Demolition Program and the Planned Residential Abatement & Demolition Program.



**XVII. OPPORTUNITY FOR RE-SUBMITTAL**

If the City denies a respondent's request for pre-qualification for any or all programs, the respondent may re-submit qualifications no sooner than one hundred and eighty (180) calendar days from the date of denial.

**XVIII. ONGOING, AFFIRMATIVE DUTIES AND OBLIGATIONS OF PRE-QUALIFIED VENDORS**

A pre-qualified vendor has an ongoing, affirmative duty and obligation to provide current and valid forms or documents prior to the expiration or invalidation of the existing forms or documents.

The pre-qualified vendor must submit any updated form or document no later than fifteen (15) calendar days prior to the expiration or invalidation of the form or document.

**XIX. TERM OF PRE-QUALIFICATION**

A vendor will retain their pre-qualified status if all required forms and documents are current and valid.

Upon expiration or invalidation of a required form or document, the vendor is disqualified from receiving any award for abatement or demolition work until a current and valid form or document is received, reviewed, and approved by the City.

The City shall have no less than fifteen (15) calendar days to receive, review, and respond to any updated form or document.

**XX. CITY'S RIGHT TO SUSPEND OR TERMINATE PRE-QUALIFICATION**

The City reserves the right to suspend or terminate a vendor's pre-qualified status if the City determines or discovers that a required form or document is expired or invalid or contains material misrepresentations.

Furthermore, the City reserves the right to suspend or terminate a vendor's pre-qualified status at any time and for any reason if the City determines, at its sole discretion, that suspension or termination is in the City's best interest(s).



The City will notify a vendor of the suspension or termination of its pre-qualified status in a form and manner most convenient to the City.

**XXI. NO GUARANTEE OF WORK**

The City does not guarantee any abatement or demolition work for any pre-qualified vendor. Pre-qualified vendors must respond to a Requests for Quotes (RFQ) or Request for Proposals (RFP) and receive a fully executed contract and/or a Notice to Proceed prior to the commencement of any abatement or demolition work on any assigned site(s).

**XXII. DETROIT BUSINESS CERTIFICATION**

The City strongly encourages pre-qualified vendors to investigate business certification(s) through the Civil Rights, Inclusion & Opportunity (CRIO) Department's Business Opportunity Program.

Interested vendors can contact CRIO by telephone at (313) 224-4950, or interested vendors can also visit the CRIO website at:

<https://detroitmi.gov/departments/civil-rights-inclusion-opportunity-department>

Pre-qualified vendors may receive equalization credits for future RFQs/RFPs with certain business certifications. The City's Equalization Credit Statement is provided as a separate electronic file (See Exhibit A).

**XXIII. COMPETITIVE ASSIGNMENTS AND TERM OF PERFORMANCE**

Following conclusion of the pre-qualification process, the City will issue multiple RFQs/RFPs for abatement and/or demolition services, and the City will provide adequate time for the successful vendor(s) to complete all abatement and/or demolition work.

A draft of the RFQ/RFP for these services is provided as a separate electronic file (See Exhibits B.1. and B.2.). However, the City reserves the right to clarify, modify, or amend any RFQ/RFP at any time. Interested pre-qualified vendors assume all responsibility for reviewing and understanding each RFQ/RFP for abatement and/or demolition services prior to submitting a response.



The exact number of properties in each RFQ/RFP is currently unknown/undetermined. However, for each program, the number of properties in each RFQ/RFP will generally range from:

- Emergency Residential Demolition Program: 1 to 4 properties
- Planned Residential Abatement & Demolition Program: 90 to 120 properties
- Emergency Commercial Demolition Program: 1 to 2 properties
- Planned Commercial Abatement & Demolition Program: 1 to 4 properties

#### **XXIV. EXECUTIVE ORDER 2021-2**

City of Detroit Executive Order 2021-2 will apply to certain abatement and/or demolition services covered under this RFQQ. Specifically, any publicly-funded demolition project of one or more residential buildings performed under the Proposal N Neighborhood Improvement Plan will require compliance with this Executive Order. The Proposal N Closing Resolution is provided as a separate electronic file (See Exhibit C.1.). Executive Order 2021-2 is also provided as a separate electronic file (See Exhibit C.2.).

Pre-qualified vendors should contact the CRIO Department's Incentive Compliance Team with any questions or concerns. Pre-qualified vendors can contact CRIO at (313) 224-4950, or pre-qualified vendors can visit the CRIO website at:

<https://detroitmi.gov/departments/civil-rights-inclusion-opportunity-department/about-crio/incentives-compliance-team>

Pre-qualified vendors assume all responsibility for reviewing, understanding, and complying with Executive Order 2021-2.



## **XXV. COMPLIANCE WITH THE SCOPE OF SERVICES**

Pre-qualified vendor(s) who are awarded abatement and demolition work must perform those services in accordance with the Scope of Services that accompanies each RFQ/RFP.

An example of the Scope of Services (hereafter: "Scope") for each these services is provided as a separate electronic file (See Exhibits D.1., D.2., D.3., D.4., D.5., and D.6.). However, the City reserves the right to clarify, modify, or amend the Scopes at any time.

Interested pre-qualified vendors assume all responsibility for reviewing and understanding the Scope associated with a specific RFQ/RFP prior to submitting a response.

## **XXVI. DISCIPLINE POLICY**

All pre-qualified vendors who are awarded abatement and/or demolition work are subject to the City of Detroit Contractor Discipline Policy.

The current Discipline Policy is provided as a separate electronic file (See Exhibit E). However, the City reserves the right to clarify, modify, or amend the Discipline Policy at any time.

Interested pre-qualified vendors assume all responsibility for reviewing and understanding the Discipline Policy prior to responding to an RFQ/RFP for abatement and/or demolition services.

## **XXVII. FEDERALLY FUNDED AWARDS**

Planned residential, emergency commercial, and planned commercial demolition projects may be federally funded. The City of Detroit has received funds from the United States Department of the Treasury (the "Treasury") pursuant to the Coronavirus State and Local Fiscal Recovery Fund under CFDA 21.027 ("ARPA Funds"), under Section 602 and 603 of Title VI the Social Security Act, as amended by Section 9901 of the American Rescue Plan Act of 2021 ("ARPA") (Subtitle M of Title IX of Public Law 117-2); and the City has allocated ARPA Funds to provide funding for appropriate





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and qualifying expenditures as allowed under the Treasury Guidance Interim Final Rule “Coronavirus State and Local Fiscal Recovery Funds” (86 Fed. Reg. 267878).

Interested pre-qualified vendors assume all responsibility for reviewing and understanding the federal funding requirements prior to responding to an RFQ/RFP for abatement and/or demolition services.