

City of Lacey Request for Qualifications – Asbestos Hazardous Materials Survey On-Call Contract

Purpose of Request

The City of Lacey is requesting interested firms capable of providing survey and testing services of asbestos, lead-based paint, PCBs and other hazardous materials for demolition and renovation projects to submit a statement of qualifications. The firm will prepare results/recommendations in the form of written reports. The contract will be for on-call basis services and the duration of the contract will be for 3 years and will use a fee schedule. The selection will be based on qualifications, experience, ability, and availability.

Schedule

It is the City's intent to adhere to the following timetable:

Issue RFQ – July 24, 2025

Deadline for Submittal – August 14, 2025 (5PM)

Selection of Firm – August 28, 2025

Submittal Instructions

Please respond via email to: Tyson.Poeckh@cityoflacey.org

Provide the following information:

1. Professional qualifications & certifications, capabilities, and geographic service area. (30 pts)
2. Present and past performance with similar services and contracts. (15 pts)
3. List of key personnel. (15 pts)
4. Any subconsultants that would be used. (5 pts)
5. Describe ability to meet time and budget requirements. (15 pts)
6. Location of office and travel time and distance to Lacey. (15 pts)
7. References. (5 pts)

The submittal shall be limited to a total of eight (8) single-sided pages and the font size shall be no smaller than 11 pt. This is not including a cover letter. Submittals shall be in the PDF file format.

Insurance Requirements

The firm will be required to maintain the following insurance during the contract:

1. Worker's compensation insurance as required by RCW Title 51.
2. Commercial General Liability not less than \$1,000,000 per loss.
3. Professional Liability Insurance not less than \$1,000,000 coverage.