

REQUEST FOR PROPOSAL (RFP)

BG & ASSOCIATES LLC IS LOOKING FOR ASBESTOS AND RISK ASSESSORS/COMPANIES TO WORK WITH IN ADMINISTRATION OF CDBG FUNDS

BG & Associates LLC is soliciting proposals from asbestos and risk assessors or asbestos and risk assessment companies. We ask that proposals be submitted to owner **Kaytlin Gabrielson PO Box 10 Bear Creek WI 54922** or **by email kgabrielson1@gmail.com** Proposals must be submitted no later than **12:00 P.M. on October 18, 2023.**

BG & Associates will evaluate the proposals and will select one to provide services for the CDBG Housing Program, statewide.

The complete bid documentation is comprised of:

- 1) Bid Proposal form.
- 2) Copy of the Liability/Errors and Omissions Insurance of those parties involved in administration.
- 3) Copy of credentials/ certificates and or licenses

The bidders will be notified in writing about the bid results by Thursday October 19, 2023.

Scope of Work

The assessor or is expected to conduct the following activities in support of this project:

- 1) Receive calls and or emails from assessors or BG & Associates
- 2) Make appointments with homeowners directly.
- 3) Perform risk and or asbestos activities on requested project.
- 4) Provide a report on findings from performed activities.
- 5) Report on activities, which is to include project billing.

BG & Associates reserves the right to accept or reject any of all proposals and to issue a contract based on:

- 1) Level of service to be provided.
- 2) Level of experience in the field
- 3) References.
- 4) Project and Administrative Costs.

Bid Proposal Form for Risk/ Asbestos Testing

Company Name: _____
Address: _____
Phone number: _____ Email: _____

Summary of services provided:

Area Served:

Turn Around time: _____
Range of cost: _____

References:

Name: _____	Phone: _____
Name: _____	Phone: _____
Name: _____	Phone: _____

Please circle "Y" for Yes or "N" for No to the following questions.

Do you carry liability insurance? Y / N

Do you carry errors/omissions? Y / N

Willing to travel statewide? Y / N

Please return this form and return it to BG & Associates **NO** later than 12:00pm on Wednesday October 18, 2023

BG & Associates

PO Box 10

Bear Creek, WI 54922

Kgabrielson1@gmail.com

Fax: 715-752-4595

Please Contact Kaytlin Gabrielson at 715-752-4620 if you have any questions.