
REQUEST FOR PROPOSALS

Environmental Abatement Services

Preparation for Building Demolition

Issuing Organization: Rolla Public Library **Political Subdivision of the State of Missouri**

RFP Number: RPL-001 **Issue Date:** March 10, 2026 **Proposal Due Date:** April 7th at 5:00pm

CST Submission Address: Rolla Public Library, 900 North Pine St, Rolla, Missouri 65401

SECTION 1: INTRODUCTION AND PURPOSE

The Rolla Public Library ("Library"), a political subdivision of the State of Missouri, is soliciting proposals from qualified environmental abatement contractors to perform hazardous materials abatement at its facility located at 908 and 910 N Pine, Rolla, Missouri. The abatement work is required in preparation for the full demolition of the building. All work must be performed in compliance with applicable federal, state, and local regulations, including Missouri Department of Natural Resources (MDNR) requirements.

The Library is a public entity and this procurement is subject to Missouri public procurement law. The Library reserves the right to reject any or all proposals, to waive technicalities, and to accept the proposal deemed most advantageous to the Library.

SECTION 2: BACKGROUND

The Rolla Public Library is undertaking a renovation project that requires the demolition of its existing facility at 908-910 N Pine, Rolla, MO. Prior to demolition, **an Asbestos Building Inspection Report was conducted by Jim Fels with Missouri Department of Natural Resources on June 5, 2025.** The survey identified the presence of hazardous materials requiring abatement before demolition activities may commence. A copy of the survey report will be made available to all registered prospective respondents upon request.

The Library anticipates awarding a single contract for all abatement work described herein.

SECTION 3: SCOPE OF WORK

The selected contractor shall furnish all labor, materials, equipment, supervision, and disposal necessary to complete the following:

3.1 Pre-Abatement Activities Review of the hazardous materials survey report and all available building documents; attendance at a pre-construction meeting with Library staff and project team; preparation and submission of all required regulatory notifications, including MDNR asbestos demolition/renovation notification (10-day advance notice as required by Missouri Clean Air Act and NESHAP); development of a site-specific Safety and Health Plan; establishment of containment, decontamination, and air monitoring protocols; and coordination with the Library's designated project representative.

3.2 Abatement Activities

Asbestos-Containing Materials (ACM): Removal and disposal of all regulated and non-regulated asbestos-containing materials identified in the survey, in accordance with OSHA 29 CFR 1926.1101, EPA NESHAP (40 CFR Part 61, Subpart M), and Missouri state regulations. Because abatement is in preparation for demolition, all ACM — including Category I and Category II non-friable materials — must be removed prior to demolition.

Lead-Based Paint (LBP): Removal, disturbance, or stabilization of lead-based paint materials as identified in the survey, in accordance with OSHA 29 CFR 1926.62 and applicable EPA and Missouri standards. The contractor shall conduct air monitoring and wipe sampling as required.

Other Identified Hazardous Materials: [Include as applicable — mold, PCB-containing materials such as light ballasts or caulking, mercury-containing devices such as thermostats and fluorescent lamps, refrigerants, underground storage tanks, etc., based on survey findings.]

3.3 Waste Handling and Disposal All hazardous waste shall be properly characterized, packaged, labeled, transported, and disposed of at a licensed facility in accordance with Missouri Hazardous Waste Management Law (RSMo Chapter 260) and applicable federal regulations. The contractor shall provide the Library with all waste manifests, disposal records, and certificates of disposal upon project completion.

3.4 Post-Abatement Clearance Upon completion of abatement, the contractor shall facilitate third-party air clearance testing by a licensed industrial hygienist or environmental consultant (which may be procured separately by the Library). The contractor shall cooperate fully with clearance testing and shall re-abate at no additional cost if clearance is not achieved.

3.5 Documentation and Closeout The contractor shall provide a complete project closeout package including all regulatory notifications and approvals, daily air monitoring logs, waste manifests and disposal certificates, as-built drawings or photographs documenting abated areas, and a final project completion report suitable for submission to MDNR and for the Library's records.

SECTION 4: REGULATORY COMPLIANCE

The contractor shall be solely responsible for compliance with all applicable regulations, including but not limited to:

Federal: EPA NESHAP (40 CFR Part 61, Subpart M); OSHA Asbestos Standard for Construction (29 CFR 1926.1101); OSHA Lead in Construction (29 CFR 1926.62); EPA RRP Rule (40 CFR Part 745) as applicable; DOT hazardous materials transportation regulations (49 CFR).

State of Missouri: Missouri Clean Air Act and associated MDNR regulations; Missouri Hazardous Waste Management Law (RSMo Chapter 260); Missouri contractor licensing requirements for asbestos abatement.

The contractor shall obtain all required permits and shall pay all associated fees. Copies of all permits, notifications, and regulatory correspondence shall be provided to the Library.

SECTION 5: PROPOSAL REQUIREMENTS

Proposals shall be organized as follows and submitted in a sealed envelope or package clearly marked "**RPL Environmental Abatement RFP — Do Not Open**" or with files attached via email to director@rollapubliclibrary.org titled "**RPL Environmental Abatement RFP**".

5.1 Cover Letter — Signed by an authorized representative of the firm, confirming the firm's intent to perform all work as described, acknowledgment of all addenda issued, and the name and contact information of the firm's designated project manager.

5.2 Firm Qualifications — Company history and years in business performing environmental abatement; current Missouri asbestos abatement contractor license; current licenses and certifications for all applicable abatement disciplines; list of key personnel with individual Missouri asbestos supervisor/worker certifications and any other relevant credentials; and a statement confirming the firm has no outstanding regulatory violations or enforcement actions.

5.3 Project Approach — A narrative describing the firm's proposed methodology for each phase of abatement work, proposed project schedule from notice to proceed through closeout, safety and health plan overview, air monitoring plan, and waste disposal plan identifying the proposed licensed disposal facility or facilities.

5.4 References — A minimum of three comparable abatement projects completed within the past five years, preferably including projects performed for Missouri public entities or in preparation for building demolition. Each reference shall include the project owner name and contact information, project location, scope and contract value, and date of completion.

5.5 Cost Proposal — Submitted in a separately sealed envelope within the proposal package and clearly marked "Cost Proposal — Confidential." The cost proposal shall include an itemized lump sum price for all abatement work by task or material type, unit costs for any line items subject to quantity adjustment, a schedule of values to support progress payment requests, and identification of any assumptions, exclusions, or allowances.

5.6 Required Certifications — Non-collusion affidavit; certification that the firm is not debarred or suspended from participation in federal or state programs; confirmation of site visit attendance; and, if applicable, a completed Missouri local preference disclosure (see Section 9).

SECTION 6: INSURANCE REQUIREMENTS

The selected contractor shall maintain the following insurance throughout the duration of the contract and shall provide certificates of insurance naming the Rolla Public Library as an additional insured prior to commencement of work:

Commercial General Liability: \$2,000,000 per occurrence / \$4,000,000 aggregate; Pollution Liability (contractor's professional and environmental): \$2,000,000 per occurrence / \$4,000,000 aggregate; Workers' Compensation: Statutory limits per Missouri law; Employer's Liability: \$1,000,000 per occurrence; Automobile Liability: \$1,000,000 combined single limit.

The Library reserves the right to require higher limits based on project scope and risk. All policies shall be with carriers licensed to do business in Missouri and rated A- VII or better by AM Best.

SECTION 7: EVALUATION AND AWARD

Because the Library is a political subdivision of the State of Missouri, this procurement is conducted in the public interest and award will be made to the responsible proposer whose proposal is most advantageous to the Library considering the following criteria:

Criteria	Weight
Cost proposal	40%
Qualifications, licensing, and certifications	25%
Technical approach and project methodology	20%
References and comparable project experience	10%
Proposed project schedule	5%

The Library reserves the right to conduct interviews with shortlisted firms, to request best and final offers, to negotiate contract terms, and to reject any or all proposals. Award is subject to approval by the Library Board of Trustees.

SECTION 8: PROJECT SCHEDULE

Milestone	Date
RFP Issue Date	March 10, 2026
Mandatory Pre-Proposal Site Walk	March 24, 2026, at 10:00am CST
Written Questions Due	March 31, 2026 at 5:00pm CST
Addendum Issued	April 2, 2026
Proposals Due	April 7, 2026, at 5:00pm CST
Evaluation and Selection	April 9, 2026
Board of Trustees Approval	April 16, 2026
Contract Execution	April 20, 2026
Anticipated Notice to Proceed	April 27, 2026

Milestone**Date**

Required Substantial Completion July 31, 2026

Attendance at the pre-proposal site walk is **mandatory**. Proposals submitted by firms that did not attend the site walk will not be considered. The site walk will be the only opportunity to inspect the facility interior.

SECTION 9: GENERAL TERMS AND CONDITIONS

Public Records. The Library is a public entity subject to Missouri Sunshine Law (RSMo Chapter 610). Proposals and related documents may be subject to public disclosure following award. Respondents wishing to claim any portion of their proposal as proprietary must clearly identify those sections and provide a written basis for the claim; however, the Library makes no representation that claimed proprietary information will be withheld from disclosure.

Missouri Preference. Missouri law (RSMo §34.073) provides a preference for Missouri businesses in certain public procurements. Respondents shall disclose their state of domicile in their proposal.

Prevailing Wage. This project may be subject to Missouri Prevailing Wage Law (RSMo Chapter 290). The contractor shall comply with all applicable prevailing wage requirements.

No Contingent Fees. The contractor warrants that no person has been retained to solicit this contract on a contingent fee basis.

Contract Form. The selected contractor will be required to execute the Library's standard professional services/construction contract, which will incorporate this RFP and the successful proposal by reference. The Library's contract form will govern in the event of any conflict.

Indemnification. The contractor shall indemnify, defend, and hold harmless the Rolla Public Library, its Board of Trustees, officers, employees, and agents from and against any claims, damages, losses, and expenses arising out of or resulting from the contractor's performance of the work.

SECTION 10: QUESTIONS AND SUBMISSION

All questions regarding this RFP must be submitted in writing to:

Rebecca Buckley, Library Director Rolla Public Library 900 North Pine Street, Rolla, Missouri 65401 director@rollapubliclibrary.org

Questions must be received no later than March 31, 2026 at 5:00pm CST. Oral questions will not be accepted. Responses to all written questions will be issued to all registered respondents via written addendum. Respondents are responsible for checking for addenda prior to submission.

Proposals must be received at the address above no later than April 7, 2026 at 5:00pm CST. Proposals received after the deadline will not be accepted regardless of the cause of delay. The Library assumes no responsibility for delays in mail or delivery.

The Rolla Public Library is an equal opportunity institution and encourages proposals from all qualified firms, including minority- and women-owned businesses.

A few things worth confirming before you finalize and issue this:

Prevailing wage — Missouri's Prevailing Wage Law likely applies since this involves a public body and construction-related work, but the threshold and applicability should be confirmed with the Library's attorney or the Missouri Department of Labor.

Board approval — Verify whether the Library's board policies require a specific competitive bid threshold or formal board authorization before the RFP is issued, not just at award.

MDNR notification — The 10-day advance NESHAP notification requirement runs from when the contractor submits it, so building that into the schedule early is important.

Survey report — If the hazardous materials survey has already been completed, attaching it as an exhibit (or making it available at the site walk) will get you much stronger and more accurate pricing.