



Issued: August 4, 2025  
Response Date: August 12, 2025, at 12:00 PM CT  
Selections: August 18, 2025

# Request For Qualifications: Hazardous Materials Testing

Glenwood Resource Center Campus Site

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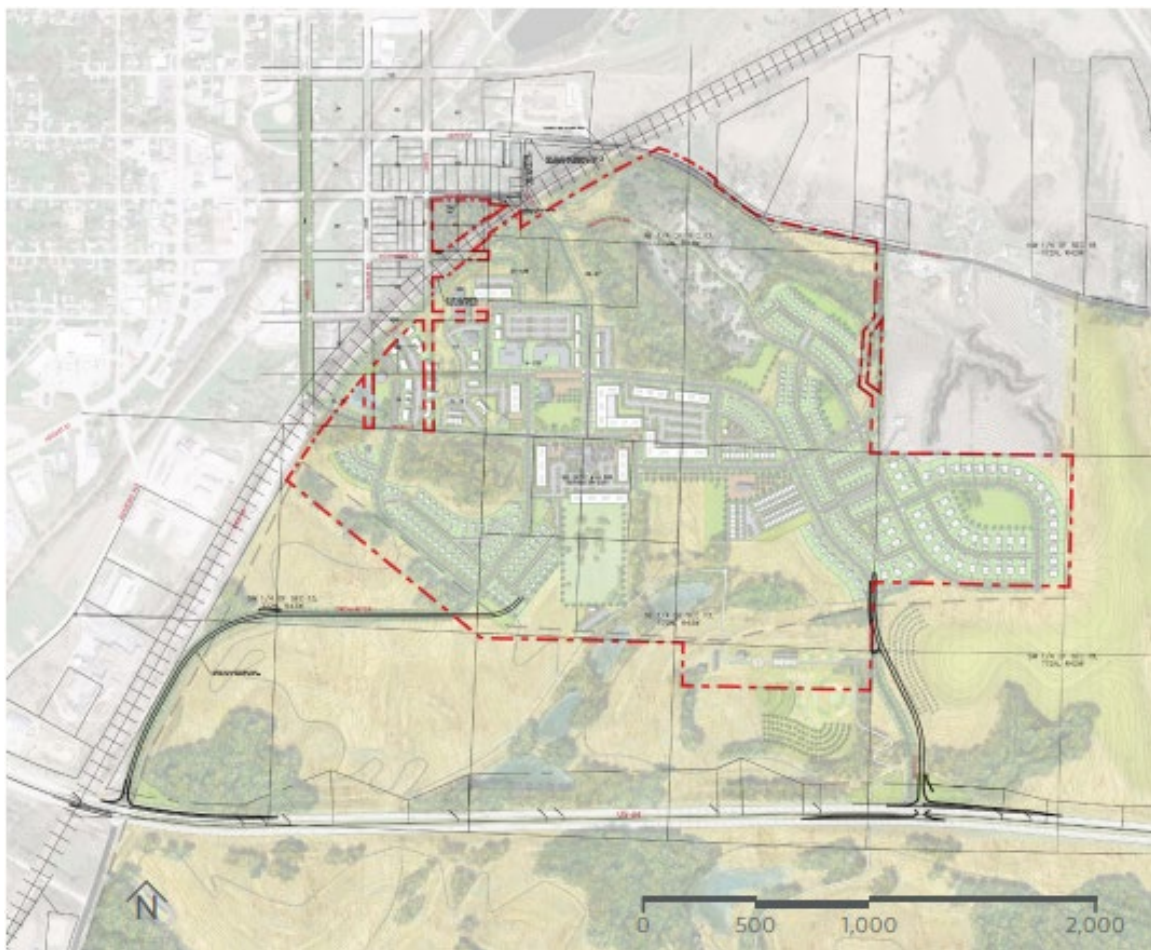
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# 1 Project Overview

HDR, on behalf of the Glenwood Redevelopment Corporation (GRC), is seeking qualified contractors to provide hazardous materials testing services at the Glenwood Resource Center Campus Site. GRC is committed to redeveloping this 245-acre site located within the Glenwood, Iowa, city limits. This neighborhood's design will include walkable urbanism elements (pedestrian-oriented, mixed-use development patterns) along with open space design to take advantage of the site's amazing natural features and adjacency to 900+ acres of State Preserve lands. The hazardous materials assessment work is required to help with early demolition and preparation work to make the site "shovel ready" for redevelopment. Additional information on the redevelopment can be found in the Glenwood Redevelopment Corporation Master Plan.<sup>1</sup>



**Figure 1. Proposed Redevelopment and Survey Area**

Three main parties are involved in the redevelopment plan for the Glenwood Resource Center Campus Site. Each will take on a different set of responsibilities throughout the redevelopment process:

<sup>1</sup> <https://millscountyiowa.com/glenwood-resource-center-redevelopment-planning/>

- GRC: Owner, final decision regarding all project activities
- HDR: Project architect, project engineer, overall project consultant, administrative advisor to GRC, manager of selected sub-consultant service activities
- Master Developer: Project visionary, project lead, manager of selected subcontractor construction activities

Respondents are required to comply with each requirement listed herein. Respondents must be registered with the State of Iowa to conduct business within the state.

## 2 Request for Qualifications and Selection Schedule

Table 1. Key Dates

Activity	Date	Location
Request for Qualifications (RFQ) Posted	August 4, 2025	<a href="https://millscountyiowa.com/glenwood-resource-center-redevelopment-planning/">https://millscountyiowa.com/glenwood-resource-center-redevelopment-planning/</a>
Submission Deadline	August 12, 2025, at 12:00 PM CT	Email: mark.pohlmann@hdrinc.com
Anticipated Evaluation Period	August 13–15, 2025	N/A
Notification of Award	August 18, 2025	Respondents to be emailed
Anticipated Negotiations	August 18–22, 2025	N/A
Anticipated Notice to Proceed	September 3, 2025	N/A

## 3 Scope of Work

To prepare the Glenwood Resource Center Campus Site for redevelopment, hazardous materials testing is required in and around the existing buildings and tunnels to facilitate continued early demolition and design efforts. Figure 1 provides an aerial overlay of the project area. Testing is to include asbestos surveys, lead assessments, and hazardous building materials inventories. This work will identify the presence, location, and quantity of hazardous materials, and the testing results will be communicated to contractors, vendors, and employees working on site to meet the Occupational Safety and Health Administration's (OSHA) communication of hazard requirements, as outlined in 29 Code of Federal Regulations (CFR) 1926.1101. Additional details for each testing category are included below.

The selected contractor shall prepare a report detailing the hazardous materials assessment results. The report shall include, at a minimum, the following for each structure assessed:

- Project Information
- Field Activities
- Photo Log and Sample Locations
- Findings and Recommendations
- Analytical Reports
- Staff and Company Certifications

The contractor selected to perform the hazardous materials assessment should anticipate completing all assessments and providing a deliverable within 90 days of notice to proceed.

### **3.1 Asbestos Surveys**

The selected contractor shall conduct a visual assessment of the interior and exterior of approximately 90 buildings and several underground tunnels to identify suspected asbestos containing materials (suspect ACM). Suspect ACM samples shall be collected in accordance with the sampling protocols outlined in 40 CFR Part 763 Subpart E 763.86 (Asbestos Hazard Emergency Response Act). Asbestos testing shall be conducted by asbestos technicians licensed by the State of Iowa and in accordance with all federal, State, and local regulations. This includes, but is not limited to, 40 CFR Part 61 (National Emissions Standards for Hazardous Air Pollutants [NESHAP]), as it pertains to asbestos.

The selected contractor should minimize damage to buildings, structures, and building materials—to the extent possible—while collecting samples. Laboratory analysis of collected samples shall be performed by polarized light microscopy (PLM) using United States Environmental Protection Agency (USEPA) Method 600/R-93/116 (Method for the Determination of Asbestos in Bulk Building Materials). The analysis must be conducted at a laboratory accredited by the National Voluntary Laboratory Accreditation Program (NVLAP).

### **3.2 Lead Assessments**

The selected contractor shall conduct a lead paint/coating (LP) assessment of the interior and exterior components of the approximately 90 buildings and several underground tunnels identified for assessment. Staff must have the proper training to recognize LP. The LP assessment shall be conducted to meet the informational requirements for compliance with OSHA's construction standard for lead (29 CFR 1926.62), which defines lead-containing paint as paint containing any detectable lead. The selected contractor shall use an X-Ray Fluorescence (XRF) detector and/or collect paint/coating chip samples to test coatings of representative building components that may be impacted by the proposed redevelopment work. The selected contractor should minimize damage to buildings, structures, and building materials—to the extent possible—while collecting samples.

### **3.3 Hazardous Building Materials Inventory**

The selected contractor shall conduct a visual assessment and inventory indicating hazardous and/or potentially regulated building materials (HBM) in the buildings and tunnels identified for assessment. The HBM inventory should include, but not be limited to, polychlorinated biphenyls (PCB) materials; universal waste (fluorescent light tubes, mercury-containing switches, batteries, electronics); tritium (radioactive) emergency egress fixtures or lights; mold; hydraulic oils; lubricants; and regulated refrigerants. Items that are not discernible or cannot be safely accessed shall be assumed to contain their respective contaminant of concern.

## **4 Instructions to Respondents**

### **4.1 Submission Content and Format**

Respondents must submit the following information:



- **Firm Experience:** Descriptions of three (3) projects of similar scope and scale completed within the last five (5) years. The description shall include, at a minimum, the following details:
  - Description of the services provided and work completed.
  - Client name, address, email address, and telephone number for each project
  - Information regarding whether the project was completed on time and within budget.
  - One to two paragraphs describing the firm's asbestos, LP, and HBM experience, including prior work at or near the project site or comparable sites.
- **Firm Qualifications:** Descriptions of the qualifications of the Project Manager and other key personnel to be assigned to the project. The description shall include, at a minimum, the following details:
  - Relevant qualifications for key personnel proposed to work on the project.
  - Percentage of availability for key personnel identified to work on the project.
  - Proof of all relevant and required professional registrations and licenses, including, but not limited to, asbestos certification, technician licenses, and laboratory accreditation.

Responses are limited to five (5) pages (8.5 x 11). Pagination count includes cover letter, proposal narrative, and all associated attachments. Pagination count does not include signed certifications.

## 4.2 Response Submittal

Responses shall be emailed to mark.pohlmann@hdrinc.com no later than 12:00 PM Central Time on Tuesday, August 12, 2025. File size is limited to 10 MB.

For questions concerning this RFQ, please contact Mark Pohlmann at mark.pohlmann@hdrinc.com.

Respondents shall not contact any other employee or officer of HDR or GRC concerning any aspect of this RFQ, except the individuals listed above. Violation of the provision may be grounds for rejecting a response.

# 5 Evaluation and Award

## 5.1 Evaluation Criteria

The following evaluation criteria will be used to evaluate each response:

- Firm Experience (40 points)
  - Demonstrated ability to successfully conduct work of similar scope and scale.
  - Prior work at or near the project site.
- Firm Qualifications (40 points)
  - Demonstrated ability to provide all necessary personnel to complete the work.
- Respondent's project history of accomplishing work on-time and within budget (10 points)
- Respondent teams' availability to meet project completion dates as noted in the Scope of Work (10 points)

## 5.2 Award

Submittals will be evaluated by an HDR staff evaluation committee based upon the Evaluation Criteria outlined previously. The committee members will meet to discuss the submittals and their individual evaluations. The committee will then come to a consensus evaluation and rank each submittal. The highest ranked submittal will be designated as the most qualified respondent.

HDR will then submit the highest ranked submittal to the GRC board for concurrence.

Following the evaluation process and concurrence from the GRC board, contract negotiations will commence with the respondent submitting the highest-ranked submittal. Negotiations will include final agreement on scope of work, fee, and contract terms and conditions. If negotiations fail with the highest-ranked respondent, negotiations will proceed with the next highest-ranked respondent, and so forth. The agreement will be awarded to the respondent having the highest ranked submittal, which will successfully conclude negotiations with HDR.

HDR reserves the right to award the agreement to the next highest ranked and available respondent in the event the successful respondent fails to enter into the agreement, or the agreement with said respondent is terminated within forty-five (45) days of the effective date.

All respondents will be notified of HDR's intent to award or decision to award the agreement.

## 6 Available Documents

The following document has been prepared for and/or collected as part of the conceptual master planning process and is available upon request. Interested firms should contact Mark Pohlmann with requests.

- Former Glenwood Resource Center Phase I Environmental Site Assessment