

REQUEST FOR PROPOSAL (RFP)

BG & ASSOCIATES LLC IS LOOKING FOR ENVIRONMENTAL TESTING AND CLEARANCE SERVICES TO WORK WITH IN ADMINISTRATING CDBG FUNDS

BG & Associates LLC is soliciting proposals for environmental testing individuals/ companies. This would include lead and/or asbestos and/or radon and lead clearance testing (and combination of listed). We ask that proposals be submitted to owner **Kaytlin Gabrielson PO Box10 Bear Creek WI 54922 or by email kgabrielson@bgandassociates.com** Proposals must be submitted no later than **12:00 P.M. on July 3 2026**.

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
- 4) Cost sheet

The bidders will be notified in writing about the bid results by Wednesday May 1, 2024.

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 and/or radon 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 Environmental Testing Services

Name: _____ Company Name: _____

Address: _____

Phone number: _____ Email: _____

Summary of capabilities:

Experience:

Certifications and Licenses:

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

Do you have knowledge of Lead and asbestos? Y / N

Do you have knowledge of Radon? Y / N

Willing to travel statewide? Y / N

Please attach a copy of your resume to this form and return it to BG & Associates **NO** later than 12:00pm
Friday July 3 2026

BG & Associates
PO Box 10
Bear Creek, WI 54922
kgabrielson@bgandassociates.com
Fax: 715-752-4595

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