

**RFP 21-3530  
BUSINESS PROPOSAL  
ATTACHMENT E**

**INSTRUCTIONS**

- Please supply requested information *in the blue-shaded areas* and indicate any attachments that have been included.
- Document all attachments with which section and question they pertain to.

**2.3.1 General (optional)** - Please introduce or summarize any information the Respondent deems relevant or important to the State's successful acquisition of the products and/or services requested in this RFP.

SET Environmental, Inc., dba Environmental Remediation Services, Inc. providing its clients with customized hazardous waste solutions. Our service offering includes and is not limited to industrial cleaning services, remediation and disposal of hazardous waste, emergency spill response, and environmental clean-up of contaminated sites.

**2.3.2 Respondent's Company Structure** - Please include in this section the legal form of the Respondent's business organization, the state in which formed (accompanied by a certificate of authority), the types of business ventures in which the organization is involved, and a chart of the organization. If the organization includes more than one (1) product division, the division responsible for the development and marketing of the requested products and/or services in the United States must be described in more detail than other components of the organization. Please enter your response below and indicate if any attachments are included.

SET Environmental, Inc., dba Environmental Remediation Services, Inc., is a Partnership that was founded in in the state of Illinois in 1979 and has been operating in the State of Indiana since 1991. SET operates 13 field service offices and one disposal facility across 8 states employing over 425 environmental professionals servicing clients nationwide. SET's Corporate headquarters is located in Wheeling Illinois with site locations in the following locations:

- Illinois: Wheeling & Glenwood
- Wisconsin: Oak Creek & Milwaukee
- Michigan: Grand Rapids & Portage
- Indiana: Fort Wayne & Indianapolis
- Ohio: Maumee
- Missouri: St Louis
- Oklahoma: Oklahoma City
- Texas: Houston & Dallas & Houston TSDf

All field service offices perform similar customized hazardous waste and emergency spill response services, while SET's Houston TSDf specializes in the recycling of pressurized gas cylinders and disposal of laboratory packs.

Services to be performed in this RFP will be performed by its Fort Wayne field service office which is experienced in performing work of this type for the State of Indiana as outlined in **Section 2.3.13 "Experience Serving Similar Clients"** below.

**2.3.3 Company Financial Information** - This section must include documents to demonstrate the Respondent's financial stability. Examples of acceptable documents include: most recent Dunn & Bradstreet Business Report (preferred) or audited financial statements for the two (2) most recently completed fiscal years. If

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neither of these can be provided, explain why and include an income statement and balance sheet, for each of the two most recently completed fiscal years.

If the documents being provided by the Respondent are those of a parent or holding company, additional information should be provided for the entity/organization directly responding to this RFP. That additional information should explain the business relationship between the entities and demonstrate the financial stability of the entity/organization which is directly responding to this RFP.

See attached SET's 2018 and 2019 audited financial statements: Attachment E - 2.3.3 SET Environmental Inc Financials

**2.3.4 Integrity of Company Structure and Financial Reporting** - This section must include a statement indicating that the CEO and/or CFO, of the responding entity/organization, has taken personal responsibility for the thoroughness and correctness of any/all financial information supplied with this proposal. The particular areas of interest to the State in considering corporate responsibility include the following items: separation of audit functions from corporate boards and board members, if any, the manner in which the organization assures board integrity, and the separation of audit functions and consulting services. The State will consider the information offered in this section to determine the responsibility of the Respondent under IC 5-22-16-1(d).

SET's CFO is Mike ODwyer and is responsible for all aspects of SET's financial processes, controls and reports of which are audited by a third party accounting firm. Mr. ODwyer is an officer but not a member of the BOD.

**2.3.5 Contract Terms/Clauses** - Please provide the requested information in RFP Section 2.3.5. Indicate the name of the document in the space provided.

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**2.3.6 References** - Reference information is captured on **Attachment H**. Respondent should complete the reference information portion of the **Attachment H** which includes the name, address, and telephone number of the client facility and the name, title, and phone/fax numbers of a person who may be contacted for further information if the State elects to do so. The rest of Attachment H should be completed by the reference and **emailed DIRECTLY** to the State. The State should receive three (3) Attachment H's from clients for whom the Respondent has provided products and/or services that are the same or similar to those products and/or services requested in this RFP. Attachment H should be submitted to [idoareferences@idoa.in.gov](mailto:idoareferences@idoa.in.gov). Attachment H should be submitted no more than ten (10) business days after the proposal submission due date listed in Section 1.24 of the RFP. Please provide the customer information for each reference.

<b>Customer 1</b>	
Legal Name of Company or Governmental Entity	American Electric Power
Company Mailing Address	110 E. Wayne St.
Company City, State, Zip	Fort Wayne, IN 46802
Company Website Address	<a href="http://www.aep.com">www.aep.com</a>
Contact Person	Dan White
Contact Title	Regional Environmental Coordinator Sr.
Company Telephone Number	(260) 403-2493
Company Fax Number	
Contact E-mail	<a href="mailto:dpwhite@aep.com">dpwhite@aep.com</a>
Industry of Company	Electric utility
<b>Customer 2</b>	

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Legal Name of Company or Governmental Entity	Gladieux Trading & Marketing
Company Mailing Address	4133 New Haven Ave.
Company City, State, Zip	Fort Wayne, IN 46803
Company Website Address	<a href="http://www.gladieuxonline.com">www.gladieuxonline.com</a>
Contact Person	Bob Hayes
Contact Title	
Company Telephone Number	(260) 423-4477
Company Fax Number	
Contact E-mail	<a href="mailto:bhayes@gladieuxonline.com">bhayes@gladieuxonline.com</a>
Industry of Company	Petroleum refinery & marketer
<b>Customer 3</b>	
Legal Name of Company or Governmental Entity	Nucor Fastener
Company Mailing Address	6730 C.R. 60
Company City, State, Zip	St. Joe, IN 46785
Company Website Address	<a href="http://www.nucor.com">www.nucor.com</a>
Contact Person	Mike Georgi
Contact Title	Wastewater Plant Manager
Company Telephone Number	(260) 337-1600
Company Fax Number	(704) 362-4208
Contact E-mail	<a href="mailto:Michael.georgi@nucor.com">Michael.georgi@nucor.com</a>
Industry of Company	Steel manufacturer

**2.3.7 Registration to do Business** - Selected out-of-state Respondents providing the products and/or services required by this RFP must be registered to do business within the State by the Indiana Secretary of State and the Indiana Department of Administration, Procurement Division. The address contact information for this office may be found in Section 1.18 of the RFP. This process must be concluded prior to contract negotiations with the State. It is the successful Respondent’s responsibility to complete the required registration with the Secretary of State. Please indicate the status of registration, if applicable. Please clearly state if you are registered and if not provide an explanation.

The company is registered in good standing with the State of Indiana.

**2.3.8 Authorizing Document** - Respondent personnel signing the Transmittal Letter of the proposal must be legally authorized by the organization to commit the organization contractually. This section shall contain proof of such authority. A copy of corporate bylaws or a corporate resolution adopted by the board of directors indicating this authority will fulfill this requirement. Please enter your response below and indicate if any attachments are included.

Mike ODwyer is an Officer and authorized to sign and execute all contracts on behalf of the Company as outlined the attachment “Attachment E – 2.3.8 Authorized Signature”

**2.3.9 Subcontractors** - The Respondent is responsible for the performance of any obligations that may result from this RFP and shall not be relieved by the non-performance of any subcontractor. Any Respondent’s proposal must identify all subcontractors and describe the contractual relationship between the Respondent and each subcontractor. Either a copy of the executed subcontract or a letter of agreement over the official signature of the firms involved must accompany each proposal.

Any subcontracts entered into by the Respondent must be in compliance with all State statutes and will be subject to the provisions thereof. For each portion of the proposed products or services to be provided by a

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subcontractor, the technical proposal must include the identification of the functions to be provided by the subcontractor and the subcontractor’s related qualifications and experience.

The combined qualifications and experience of the Respondent and any or all subcontractors will be considered in the State’s evaluation. The Respondent must furnish information to the State as to the amount of the subcontract, the qualifications of the subcontractor for guaranteeing performance, and any other data that may be required by the State. All subcontracts held by the Respondent must be made available upon request for inspection and examination by appropriate State officials, and such relationships must meet with the approval of the State.

The Respondent must list any subcontractor’s name, address and the state in which formed that are proposed to be used in providing the required products or services. The subcontractor’s responsibilities under the proposal, anticipated dollar amount for subcontract, the subcontractor’s form of organization, and an indication from the subcontractor of a willingness to carry out these responsibilities are to be included for each subcontractor. This assurance in no way relieves the Respondent of any responsibilities in responding to this RFP or in completing the commitments documented in the proposal. The Respondent must indicate which, if any, subcontractors qualify as a Minority, Women, or Veteran Owned Business under IC 4-13-16.5-1 and Executive Order 13-04 and IC 5-22-14-3.5. See Sections 1.21, 1.22 and Attachments A/A1 for Minority, Women, and Veteran Business information.

IVOSB entities (whether a prime or subcontractor) must have a bidder ID. If registered with IDOA, this should have already been provided (as with MWBEs). IVOSBs that are only registered with the Federal Center for Veterans Business Enterprise will need to ensure that they also have a Bidder ID provided by IDOA (please see section 2.3.7, Department of Administration, Procurement Division for details).

Subcontractor supporting documentation is attached to the RFP.

**2.3.10 Evidence of Financial Responsibility – Not Applicable**

**2.3.11 General Information - Each Respondent must enter your company’s general information including contact information.**

<b>Business Information</b>	
Legal Name of Company	SET Environmental, Inc., dba Environmental Remediation Services, Inc.
Federal Identification Number (FIN)	36-3018246
Contact Name	Matt Thiede
Contact Title	General Manager
Contact E-mail Address	<a href="mailto:mthiede@setenv.com">mthiede@setenv.com</a>
Company Mailing Address	4010 Option Pass
Company City, State, Zip	Fort Wayne, IN 46818
Company Telephone Number	(260) 489-7062
Company Fax Number	(260) 489-5752
Company Website Address	<a href="http://www.ersinc.net">www.ersinc.net</a> / <a href="http://www.setenv.com">www.setenv.com</a>
Federal Tax Identification Number (FTIN)	36-3018246
Number of Employees (company)	550+
Years of Experience	41
Number of U.S. Offices	14
Year Indiana Office Established (if applicable)	1991

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Parent Company (if applicable)	n/a
Revenues (\$MM, previous year)	\$130,000,000
Revenues (\$MM, 2 years prior)	\$114,000,000
% Of Revenue from Indiana customers	Estimated at 8% in 2020

- a. Does your Company have a formal disaster recovery plan? Please provide a yes/no response. If no, please provide an explanation of any alternative solution your company has to offer. If yes, please note and include as an attachment.

Yes-See Attachments “SET – Business Continuity Plan” and “SET – SWP – 060 Pandemic Preparedness Plan”

- b. What is your company’s technology and process for securing any State information that is maintained within your company?

All Customer data is considered confidential Information; and all data is limited to employees who only need access to the information to manage the client data. We perform quarterly risk assessments to all customer data information. We use multiple layers of security to ensure data security. We currently utilize folder level encryption, server level access-lists and user level folder permissions.

**2.3.12 Experience Serving State Governments** - Please provide a brief description of your company’s experience in serving state governments and/or quasi-governmental accounts.

We hold contracts with many state, local, and city governments. Example: IDEM, City of Indianapolis/Marion County; IRT Concessions (Toll Road); Ohio Toll Road Commission; INDOT, City of Chicago IL, City of Grand Rapids MI, and many others.

**2.3.13 Experience Serving Similar Clients** - Please describe your company’s experience in serving customers of a similar size to the State with similar scope. Please provide specific clients and detailed examples.

Our company was contracted by IDEM to remove, transport and recycle approximately 2100 tons of waste tires from six different sites across Indiana. The volume of tires at these sites ranged from 90 tons at the smaller residential site to 535 tons at an abandoned salvage yard site, and each site presented its own set of challenges: working at a Brownfield; to a steep, wooded ravine; wet bottomland site (complete with copperhead snakes. All these conditions and more were accounted for in our HASP, and the entire project was completed without any incidents or near misses. Utilizing varied pieces of equipment (long reach excavators with grappler buckets, front end loaders, skid steers with grappler buckets), personnel loaded subcontractor-provided trucks for transporting to the processing location. There were two crews working on different sites simultaneously, which required us to use labor from several locations, and still provide the same level of service expected of us from our regular client base. Project began in July 2008 and was completed September 12, 2008, in accordance with the timeline set forth by IDEM.

In March 2009, our company was contracted to collect, transport, and dispose of 270 tires. These tires were illegally dumped on the west side of Indianapolis. The project was completed in one day on site, as a total cost of \$1,900.00.

We have been conducting cleanups and removals for the State of Indiana, several counties in Indiana, and private industry since 1991. As an example project conducted under BAA 2-42, the company successfully completed a drum and soil removal project for IDEM at a site located in central Indiana in 2003. The total project was near \$40,000.00 and was conducted under the oversight of IDEM’s Emergency Response Section.

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In 2012, our company was contracted by IDEM to remove, transport, and recycle or find beneficial reuse for approximately 4000 tons of waste tires at three sites. The largest site contained 3100 tons, with each of the other sites having approximately 500 tons and 177 tons respectively. Utilizing long reach excavators, skid steers, and grapplers, personnel loaded the tires onto subcontractor-provided trucks for transporting for processing. The work was completed within the anticipated time frame, and a total cost for the project was \$779,000.00.

**2.3.14 Indiana Preferences** - Pursuant to IC 5-22-15-7, Respondent may claim only one (1) preference. For the purposes of this RFP, this limitation to claiming one (1) preference applies to Respondent's ability to claim eligibility for Buy Indiana points. **Respondent must clearly indicate which preference(s) they intend to claim. Additionally, the Respondent's Buy Indiana status must be finalized when the RFP response is submitted to the State.**

Buy Indiana

Refer to Section 2.7 for additional information.

Indicate which preference(s), if any, Respondent intends to claim.

The work to be performed in accordance with this RFP will be performed by contractors and sub-contractors and their employees domiciled in the State of Indiana resulting in the re-investment of State dollars into State. The economic impact is outlined in Attachment C.

**2.3.15 Payment** – Not applicable.