

# Request for Bids

## Commercial Building Demolition

The City of Hannibal has obtained Community Development Block Grant (CDBG) funds for the acquisition and demolition of flood-impacted commercial property. Acquisitions have already occurred. The city now seeks bids from qualified contractors for the removal of asbestos/demolition of these structures.

Asbestos inspections of buildings to be demolished have already occurred; reports are available to bidders. The city is bidding demolition and asbestos removal together. The demolition contractor must be licensed for asbestos removal, or must partner with a licensed asbestos contractor for same. After the removal of the asbestos by the licensed asbestos contractor, the demolition contractor would complete demolition of the structures.

The city seeks qualified demolition contractors and licensed asbestos contractors for the asbestos removal and demolition of buildings on four (4) properties:

1. 400 South Eleventh Street – Contains Asbestos
2. 929 Warren Barrett Drive – Contains Asbestos
3. 101 Church Street - No asbestos
4. 432 Munger – No asbestos

### CONTRACTOR REQUIREMENTS FOR BIDDING

1. The demolition contractor (and asbestos contractor) shall hold a contractor's license in the City of Hannibal and be approved by the Building Inspector for the work which is to be performed. The cost of the license is \$100.00. Such licenses need not be obtained until the contract is awarded, but the chosen contractor must be willing to obtain such license as necessary.
2. The contractor shall furnish proof of insurance coverage in the amounts designated in Attachment 2 herein, within ten (10) days of "Notice of Award".
3. The contractor shall furnish the Affidavit of Work Authorization and Documentation form pursuant to 285.530 RSMo. See Attachment 1.
4. Contractor shall submit proof of compliance with OSHA worker protection requirements.
5. Asbestos removal must be performed by a licensed asbestos contractor. Proof of licensure must be provided with the contractor's bid. The demolition contractor must be licensed, or must partner with a licensed asbestos contractor for same.
6. CDBG administrators in Jefferson City DO NOT require prevailing wages to be paid for these demolition projects. NOR does the excessive unemployment law (RSMo 290.550 to 290.580) apply to these projects.

### DEMOLITION REQUIREMENTS

1. Prior to commencing project, contractor must complete and submit *Asbestos National Emissions Standards for Hazardous Air Pollutants, or NESHAP, Notification of Demolition and Renovation* form 780-1923 and submit to DNR Air Quality Control Program at least 10 business days prior to demolition state date. The city will provide any information necessary to the contractor in this endeavor. Contractor will work with DNR during all DNR on-site inspections in accordance with this process.

2. Prior to commencing project, contractor must complete and submit *Asbestos Project Notification* form 780-1226 to the DNR Air Pollution Control Program at least 10 business days prior to the project start date. The city will provide any information necessary to the contractor in this endeavor. Contractor will work with DNR during any DNR on-site inspections in-accordance with this process.
3. Before a structure can be demolished the contractor shall notify all utilities having service connections within the structure, such as water, electric, gas, sewer, and other connections. The demolition contractor will be responsible for excavating and capping the sanitary sewer lateral nearest the property line, and prior to backfilling, this capping shall be inspected by the Hannibal Board of Public Works. A permit to demolish the structure shall not be issued until a release is obtained from all utilities, stating their respective service connections and all appurtenances, such as meters and regulators, etc. have been removed or sealed and plugged in a safe manner.
4. Notice to adjoining owners: Only when notice has been given by the contractor to the owners of adjoining lots and to the owners of wired or other facilities, of which the temporary removal may be necessitated by the proposed work, shall a permit be granted for the removal of a building or a structure.
5. Permit shall be obtained for record, fees shall be waived.
6. Upon bid selection and contract award, the contractor shall, simultaneous with his/her delivery of the executed contract, shall furnish a surety bond or bonds as security for faithful performance of this contract and for the payment of all persons performing labor on the project under this contract and furnishing materials in connection with this contract, as specified herein. The surety bond or bonds as security for faithful performance, must be in the amount of the bid price of the contract, and is required upon submittal to the city of the signed contract. The surety on such bond or bonds shall be a duly authorized surety company satisfactory to the City of Hannibal.
7. The erection of necessary barricades, walls, fences, etc. for safety of the public shall be the responsibility of the contractor. Note: the contractor shall provide additional backfill as needed.
8. Lot regulation: Whenever a structure is demolished or removed, the lot shall be restored to the established grades of adjacent properties and assure property drainage of stormwater. The Erosion Control and Clean-up ordinance must be utilized. Contractors must supply the Engineer's Office with an erosion control plan before demolition can proceed. Foundation walls and footing shall be removed to not less than twenty-four inches (24") below finished grade. Only approved masonry, sand, red sand, gravel, or soil fill may be used. When sand, gravel, or soil fill is used over masonry fill, it shall be properly hosed with water so as to fill all voids, and provide not less than twelve inches (12") of cover over all masonry rubble. There shall not be less than six inches (6") of dirt cover over the entire demolition site. All sites must be seeded (with the exception of 400 South Eleventh Street). Contractor must notify Building Inspector's Office for final inspection.

Since some fill material may be necessary on one or more sites, all interested bidders must submit a property address (or county property ID number), and include a map, of the location they will use as a borrow site for any fill material necessary for this project. Because this is a state grant (using federal funds), the city must clear the location of the borrow site with the Missouri State Historical Preservation Office. Specifically, the Missouri State Historic Preservation Office must review and approve (for this project) the address and map of the borrow site. If the Office does not approve the borrow site submitted, the successful bidder will be asked to provide an alternative borrow site for State review. State denial of a particular borrow site will not disqualify the successful bidder from the project; rather, an alternative borrow site must be identified, submitted by the city, and approved by the State Office.

9. Rubble and Debris: All demolition rubble and debris shall be disposed of in a proper manner at the expense of the contractor. Contractor shall retain all salvage rights to all materials, and is encouraged to do so to reduce landfill fees and promote recycling.
10. All bidders shall post a separate bid bond in the amount of five percent (5%) of the bid for each structure, and the bid bond must be submitted with the contractor's bid. All bonds must be in the form of a certified check, cashiers' check, or money order. Cash will not be accepted as a bid bond. Unsuccessful bidders must pick up bid bonds in the Clerk's office upon award of the bid (bid bonds for unsuccessful bids cannot be used for any other bids).
11. All work shall be complete within one hundred (100) working days, unless otherwise described.
12. Special wastes that may be present, such as lamp ballasts, thermostats, batteries, and similar items must be managed and disposed-of properly. Air-conditioning or similar units with refrigerants must also be managed and disposed-of properly.
13. Groundwater monitoring wells exist on two (2) of these sites, pursuant to the MO Department of Natural Resources' *Brownfields/Voluntary Cleanup* and *Leaking Underground Storage Tanks* Programs. The contractor shall not disturb or otherwise damage these groundwater monitoring wells, which must be left intact, worked around, and remain in plain-view for future testing purposes when the demolition project is completed. Attachment 3 provides maps of each site where the wells exist, along with the location of each well.
14. One site, 929 Warren Barrett Drive, will require special precaution, as a reported fuel oil UST exists that was closed in-place in 1980. This UST was reported to have been located in the southeast corner of the machinery/work area part of the building near the existing natural gas boiler. This UST should be removed only if encountered. However, there should be no soil excavation performed during those removals. The city requires building demolition down to the surface grade, including foundations, so there should be no soil excavation anticipated nor groundwater encountered.

Contractors should also be aware that soil and/or groundwater encountered may be contaminated at 929 Warren Barrett Drive and 400 South Eleventh Street. Based on analysis performed during Phase II Environmental Site Assessments, contamination levels do not exceed the MO DNR's worker health standards.

15. 400 South Eleventh Street must be graded flat by the contractor, but the city will conduct final grading and seeding, as special conditions exist vis-à-vis potential stormwater runoff to an adjacent building. Thus, 400 South Eleventh should be graded, but not seeded.
16. Payment shall be made upon the completion of demolition of each structure with the approval of work by the Building Inspector. Landfill receipts are required prior to payment.

#### **ASBESTOS REMOVAL**

1. Each of the properties contained within this bid has been inspected by a licensed asbestos inspector. Several contain asbestos, requiring proper removal and disposal. The contractor shall be required to furnish proof of licensure/certification for the removal of asbestos as part of these demolitions, or employ a licensed subcontractor for same.
2. Asbestos reports are available as part of this package.
3. Asbestos waste materials must be disposed-of in accordance with state regulations at 10 CSR 10-6.240, and in accordance with all DNR and OSHA guidelines. Note, DNR regulations specifically require the name of the landfill, and production of landfill receipts for city and state review.

#### **BID SUBMITTAL**

Bids are sought for the entire batch of properties taken together. The city will not consider bids for select properties only. Interested firms should plan to attend a **pre-bid meeting on Thursday, May 17, 2012 at 10:00 a.m.** in the City Council Chamber in City Hall, 320 Broadway, second level. At this meeting, city officials will discuss the project, and offer an on-site tour to occur that morning, of each demolition site. On the tour, the city will provide access into each building, and allow interested firms to gain an understanding of the project, each building, scope of work, and identify potential salvage values, for preparing their bid. The pre-bid conference is not mandatory, but firms who participate will have a better idea of the overall project if they attend/participate in this meeting. The pre-bid conference will begin at 10:00 a.m. in the city council chambers.

In order to be considered, sealed bids must be received at the following address **by Thursday, June 7, 2012 at 2:00 p.m.:**

City of Hannibal  
 Attention: City Clerk's Office  
 Re: Flood Buyout Demolition Package A  
 320 Broadway  
 Hannibal, MO 63401

Bids will be opened **Thursday, June 7, 2012 at 2:00 p.m.** in the City Council Chamber at Hannibal City Hall; 320 Broadway; Hannibal, MO 63401.

Bids must contain:

1. Affidavit of Work Authorization and Documentation form pursuant to 285.530 RSMo.
2. Proof of compliance with OSHA worker protection requirements.
3. Proof of asbestos licensure for the general demolition contractor, or for the asbestos-removal subcontractor to be used.
4. Property address (or county property ID number), including map, of the location of any borrow site they may use if fill will be necessary.
5. Bid bond in the amount of five percent (5%) of the bid for the entire project.
6. Lump sum, bottom line cost for performing the entire service.

The city and state reserve the right to reject any and all bids. The City of Hannibal is an Equal Opportunity Employer and invites the submission of bids from minority and women-owned firms. Questions regarding this Request for Bids shall be made to City Manager Jeff LaGarce at 573-221-0111.

**SITE DESCRIPTIONS**

All sites lie in close proximity to Bear Creek. The maps below illustrate both the general and specific location of each property, along with a photo of each. Detailed property characteristics are shown here.

**CHARACTERISTICS OF BUILDINGS TO BE DEMOLISHED**

<u>Property</u>	<u>Stories</u>	<u>1st Fl.</u> <u>S.F.</u>	<u>2nd Fl.</u> <u>S.F.</u>	<u>3rd Fl.</u> <u>S.F.</u>	<u>Total</u> <u>S.F.</u>	<u>Basement</u>	<u>Asbestos</u>	<u>Monit.</u> <u>Wells</u>
400 S. 11th Street	2	24,399	13,896	0	38,295	Yes	Yes	Yes
929 Warren Barrett	1	89,821	0	0	89,821	No	Yes	Yes
101 Church Street	3	7,800	7,800	7,800	23,400	No	No	No
432 Munger	1	4,000	0	0	4,000	No	No	No

# MAP OF ALL 4 SITES



400 South Eleventh Street



929 Warren Barrett Drive



101 Church Street



432 Munger



# ATTACHMENT 1

*Missouri Revised Statutes*

## Chapter 285

### Employers and Employees Generally

#### Section 285.530

August 28, 2010

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#### **Employment of unauthorized aliens prohibited--federal work authorization program, requirements for participation in--liability of contractors and subcontractors.**

285.530. 1. No business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri.

2. As a condition for the award of any contract or grant in excess of five thousand dollars by the state or by any political subdivision of the state to a business entity, or for any business entity receiving a state-administered or subsidized tax credit, tax abatement, or loan from the state, the business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Every such business entity shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. Any entity contracting with the state or any political subdivision of the state shall only be required to provide the affidavits required in this subsection to the state and any political subdivision of the state with which it contracts, on an annual basis. During or immediately after an emergency, the requirements of this subsection that a business entity enroll and participate in a federal work authorization program shall be suspended for fifteen working days. As used in this subsection, "emergency" includes the following natural and manmade disasters: major snow and ice storms, floods, tornadoes, severe weather, earthquakes, hazardous material incidents, nuclear power plant accidents, other radiological hazards, and major mechanical failures of a public utility facility.

3. All public employers shall enroll and actively participate in a federal work authorization program.

4. An employer may enroll and participate in a federal work authorization program and shall verify the employment eligibility of every employee in the employer's hire whose employment commences after the employer enrolls in a federal work authorization program. The employer shall retain a copy of the dated verification report received from the federal government. Any business entity that participates in such program shall have an affirmative defense that such business entity has not violated subsection 1 of this section.

5. A general contractor or subcontractor of any tier shall not be liable under sections 285.525 to 285.550 when such general contractor or subcontractor contracts with its direct subcontractor who violates subsection 1 of this section, if the contract binding the contractor and subcontractor affirmatively states that the direct subcontractor is not knowingly in violation of subsection 1 of this section and shall not henceforth be in such violation and the contractor or subcontractor receives a sworn affidavit under the penalty of perjury attesting to the fact that the direct subcontractor's employees are lawfully present in the United States.

# ATTACHMENT 2

## INSURANCE REQUIREMENTS

### Contractor's and Subcontractor's Insurance

- 1.1 The contractor shall purchase and maintain such insurance as will protect him AND THE CITY OF HANNIBAL AS AN ADDITIONAL INSURED from claims set forth below which may arise out of or result from the Contractor's execution of the work, whether such execution be by himself or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:
  - 1.1.1 Claims under Workmen's Compensation disability benefit and other similar employee benefit acts;
  - 1.1.2 Claims for damages because of bodily injury, occupational sickness or disease, or death of his employees;
  - 1.1.3 Claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees;
  - 1.1.4 Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor, or (2) by any other person; and
  - 1.1.5 Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom.

<p><b>1.2 CERTIFICATES OF INSURANCE</b>, which are acceptable to the CITY shall be filed with the CITY prior to commencement of the work. These certificates shall contain a provision that coverage's afforded under the policies will not be cancelled unless at least fifteen (15) days prior WRITTEN NOTICE has been given to the City. <i>The policy shall name as the insured the Contractor, and <u>must</u> name the City of Hannibal as Additional Insured. CERTIFICATE OF INSURANCE must have an "Additional Insured" Endorsement attached to the document. The policy <u>must</u> indicate the Project name.</i></p>
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- 1.3 The Contractor shall procure and maintain, at his own expense, during the contract time, liability insurance as hereinafter specified:
  - 1.3.1 CONTRACTOR'S General Public Liability and Property Damage Insurance including vehicle coverage issued to the Contractor and protecting him from all claims for personal injury, including death, and all claims for destruction of or damage to property, arising out of or in connection with any operations under the Contract Documents, whether such operations be by himself or by any Subcontractor under him, or anyone directly or indirectly employed by the Contractor, or by a Subcontractor under him. Insurance shall be written with a limit of liability of

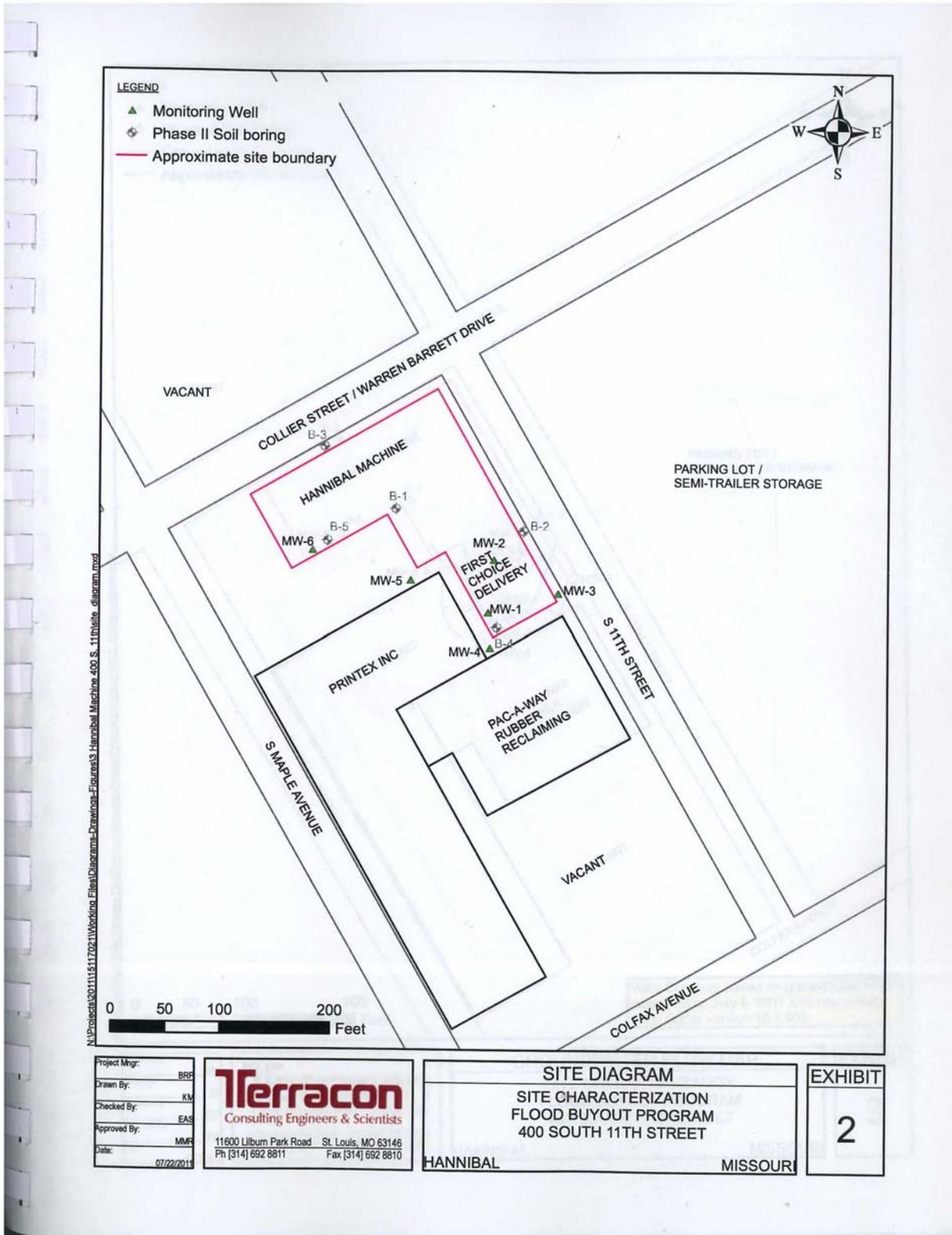
not less than **\$1,000,000** for all damages arising out of bodily injury, including death, at any time resulting therefrom, sustained by any one person in any one accident; and a limit of liability of not less than **\$2,000,000** aggregate for any such damages sustained by two or more persons in any one accident. Insurance shall be written with a limit of liability of not less than **\$1,000,000** for all property damage sustained by one person in any one accident; and a limit of liability of not less than **\$2,000,000** aggregate for any such damage sustained by two or more persons in any one accident.

- 1.3.2 The Contractor shall acquire and maintain, **if applicable**, Fire and Extended Coverage insurance upon the project to the full insurable value thereof for the benefit of the CITY, the Contractor, and Subcontractors, as their interest may appear. This provision shall in no way release the Contractor or Contractor's surety from obligations under the Contract Documents to fully complete the project.
- 1.4 The Contractor shall procure and maintain, at his own expense, during the Contract time, in accordance with the provisions of the laws of the state in which the work is performed, **Workman's Compensation Insurance**, including occupational disease provisions, for all of his employees at the site of the project and in case any work is sublet, the Contractor shall require such Subcontractor similarly to provide Workman's Compensation Insurance, including occupational disease provisions for all of the latter's employees unless such employs are covered by the protection afforded by the Contractor. In case any class of employees engaged in hazardous work under this contract at the site of the project is not protected under Workman's Compensation Statute, the Contractor shall provide, and shall cause each Subcontractor to provide, adequate and suitable insurance for the protection of his employees not otherwise protected.
- 1.5 The Contractor shall secure, **if applicable**, "All Risk" type builder's risk insurance for work to be performed. Unless specifically authorized by the CITY, the amount of such insurance shall not be less than the Contract Price totaled in the bid. The policy shall cover no less than the losses due to fire, explosion, hail, lightning, vandalism, malicious mischief, wind, collapse, riot, aircraft, and smoke during the Contract time, and until the work is accepted by the CITY.

# ATTACHMENT 3

## Ground Water Monitoring Wells at 400 South 11<sup>th</sup> Street

Monitoring Wells are Green Triangles



Project Mng: BRP  
 Drawn By: KM  
 Checked By: EAS  
 Approved By: MMR  
 Date: 07/22/01

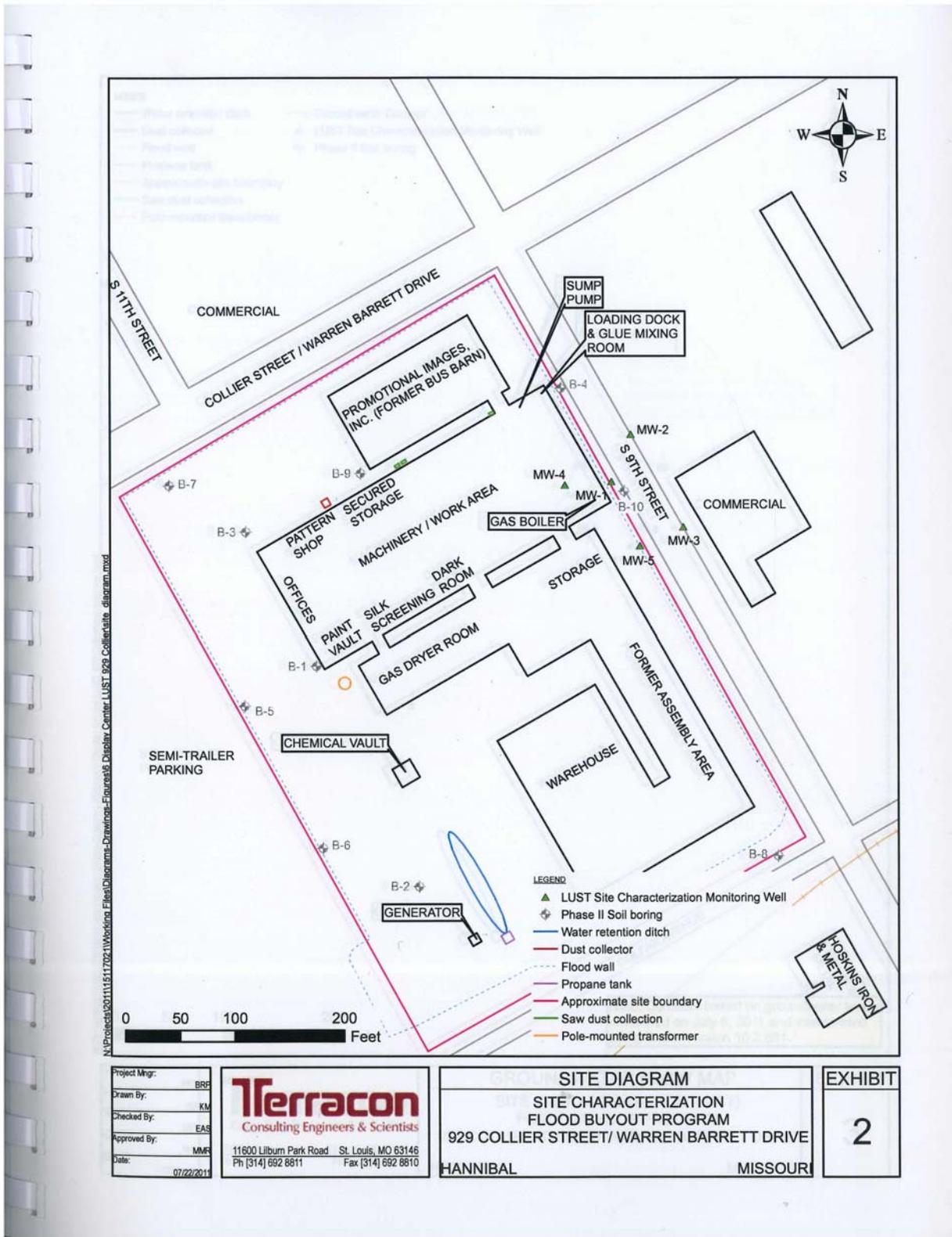
**Terracon**  
 Consulting Engineers & Scientists  
 11600 Lilburn Park Road St. Louis, MO 63146  
 Ph [314] 692 8811 Fax [314] 692 8810

**SITE DIAGRAM**  
 SITE CHARACTERIZATION  
 FLOOD BUYOUT PROGRAM  
 400 SOUTH 11TH STREET  
 HANNIBAL MISSOURI

**EXHIBIT**  
 2

# Ground Water Monitoring Wells at 929 Warren Barrett Drive

Monitoring Wells are Green Triangles



Project Mgr: BRF  
 Drawn By: KM  
 Checked By: EAS  
 Approved By: MMR  
 Date: 07/22/2011

**Terracon**  
 Consulting Engineers & Scientists  
 11600 Liburn Park Road St. Louis, MO 63146  
 Ph [314] 692 8811 Fax [314] 692 8810

**SITE DIAGRAM**  
 SITE CHARACTERIZATION  
 FLOOD BUYOUT PROGRAM  
 929 COLLIER STREET/ WARREN BARRETT DRIVE  
 HANNIBAL MISSOURI

**EXHIBIT**  
 2

# BID CHART

<b>PROPERTY</b>	<b>*DEMOLITION BID</b>
400 South Eleventh Street	
101 Church Street	
929 Warren Barrett Drive	
432 Munger	
<b>TOTAL BID</b>	<b>\$</b>

\*Must include asbestos removal costs in the total for each property