

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 demolition of these structures.

Asbestos inspections of buildings to be demolished have already occurred; none contain any asbestos concerns. The city seeks qualified demolition contractors for the demolition of buildings on three (3) properties:

1. 322 South Eighth Street
2. 1305 East Gordon
3. 500 South Main Street – also contains outbuilding

CONTRACTOR REQUIREMENTS FOR BIDDING

1. The demolition 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. 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. If applicable, and 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 demotion 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. The contractor must determine whether this process is necessary, as these buildings have tested negative for asbestos.
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. Again, contractor must determine whether this process is necessary, as these buildings contain no asbestos.
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. Permits 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. Site must be seeded. 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 completed within sixty (60) 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 one (1) of these sites (322 South Eighth Street), 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 this site where the wells exist, along with the location of each well.
14. The 322 South Eighth Street site will require special precaution. Contractors should also be aware that groundwater encountered at this site may be contaminated. However, analysis performed during Phase II Environmental Site Assessments, contamination levels do not exceed the MO DNR's worker health standards, and any excavation inherent to demolition is not likely to approach water table depths.
15. 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.

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 B
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. Property address (or county property ID number), including map, of the location of any borrow site they may use if fill will be necessary.
4. Bid bond in the amount of five percent (5%) of the bid for the entire project.
5. Completion of the itemized Bid Chart, including a project total.

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. S.F.</u>	<u>2nd Fl. S.F.</u>	<u>3rd Fl. S.F.</u>	<u>Total S.F.</u>	<u>Basement</u>	<u>Asbestos</u>	<u>Monit. Wells</u>
500 S. Main	1	3,000	0	0	3,000	No	No	No
500 S. Main - Outbuilding	1	1,575	0	0	1,575	No	No	No
1305 E. Gordon	1	2,944	0	0	2,944	No	No	No
322 S. 8th Street	1	1,680	0	0	1,680	No	No	Yes

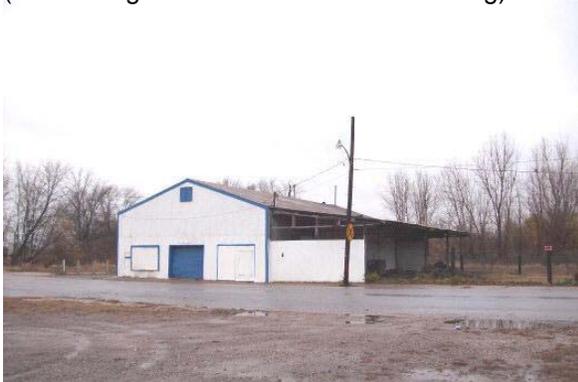
MAP OF ALL 3 SITES



500 South Main Street



(outbuilding is attachment to main building)



322 South Eighth Street



1305 East Gordon



ATTACHMENT 1

Missouri Revised Statutes

Chapter 285

Employers and Employees Generally

Section 285.530

August 28, 2010

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>1.2 CERTIFICATES OF INSURANCE, 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>

- 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

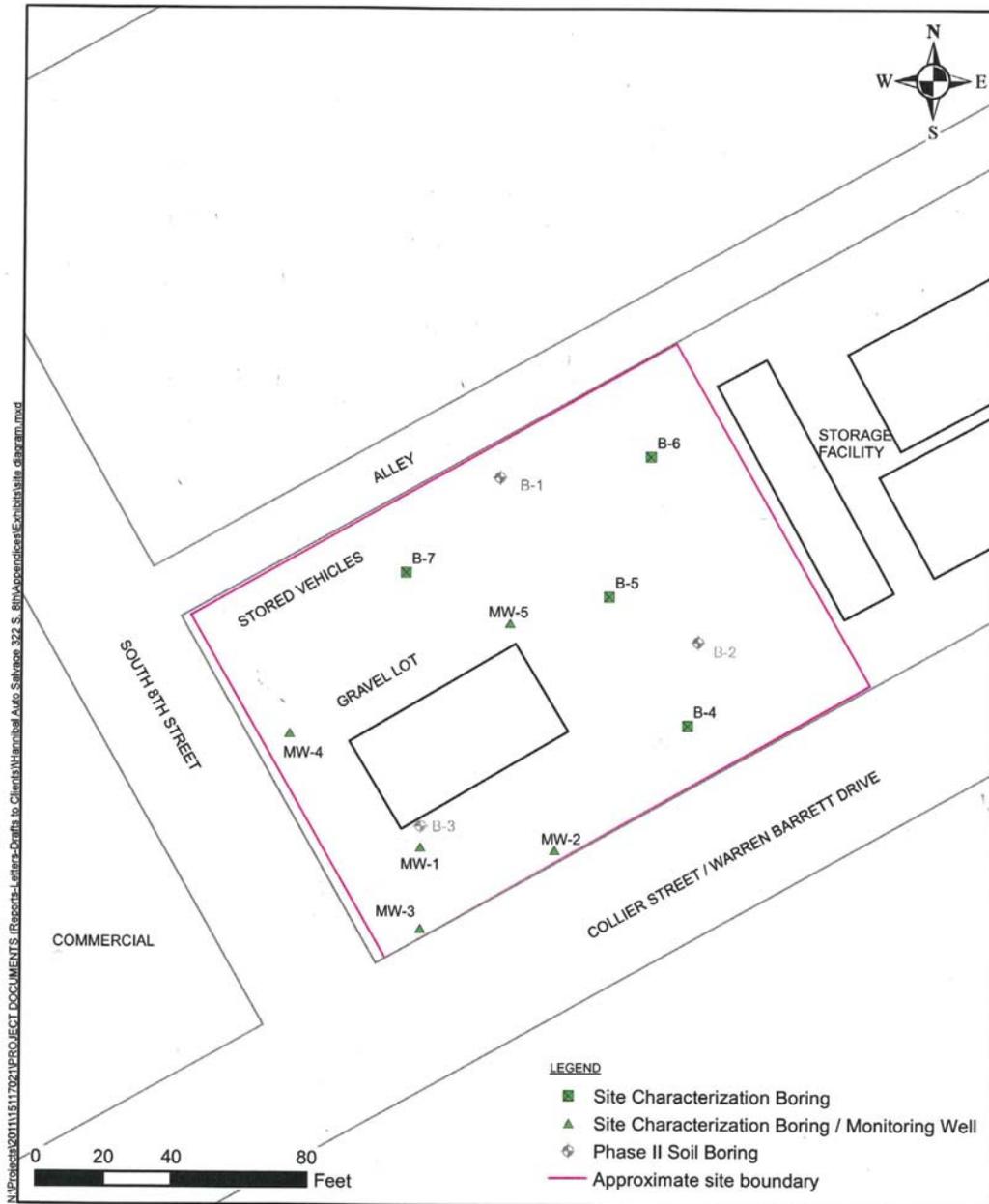
not less than **\$1,000,000** for all damages arising out of bodily injury, including death, at any time resulting therefrom, sustained by any one person in any one accident; and a limit of liability of not less than **\$2,000,000** aggregate for any such damages sustained by two or more persons in any 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 322 South Eighth Street

Monitoring Wells are Green Triangles



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Project Mgr:	BRP
Drawn By:	KM
Checked By:	EAS
Approved By:	MMR
Date:	10/5/2011

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 Consulting Engineers & Scientists
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SITE DIAGRAM
 SITE CHARACTERIZATION
 FLOOD BUYOUT PROGRAM
 322 S 8TH STREET
 HANNIBAL MISSOURI

EXHIBIT
 2

Appendix E
Appendix B
Appendix C
Appendix D

BID CHART

PROPERTY	DEMOLITION BID
1305 East Gordon	
322 South Eighth Street	
500 South Main Street	
TOTAL BID	\$