

**Request for Bid #1673
(RFB)**



DEMOLITION AND CLEARING OF CONDEMNED STRUCTURES

**CLOSING LOCATION:
ATHENS MUNICIPAL BUILDING
ATTN: PURCHASING
815 North Jackson Street
Athens, TN 37303
(423) 744-2780**

ISSUED:	June 8th, 2018
PRE-BID MEETING:	June 22nd, 2018, 2:00 PM EST
DUE:	June 29th, 2018, 2:00 PM EST

**NOTICE FOR REQUEST FOR BID
RFB #1673**

Notice is hereby given that the City of Athens is receiving sealed bids for the **Demolition and Clearing of Condemned Structures** located within the City of Athens as described by specifications included in this bid package. There shall be a **mandatory Pre-Bid Meeting on Friday, June 22, 2018 at 2:00 PM Eastern**. A tour of the condemned structures will be provided by City personnel following the Pre-Bid Meeting. **Only those contractors (or their representatives) attending the Pre-Bid Meeting will be eligible to submit a bid.**

Bids shall be identified on the exterior of the sealed envelope with all the information included in the attached Bid Return Address Sheet. Bids are to be addressed to the City of Athens and mailed or delivered to the following address:

**City of Athens
Attn: Purchasing
815 North Jackson Street
Athens, TN 37303**

Sealed bids will be **received until June 29, 2018 at 2:00 PM Eastern**. Late bids will not be considered under any circumstances. Bids will be accepted if the date/time stamped by the Purchasing Department is 2:00 PM; date/time stamps of 2:01 or later will be rejected.

During the evaluation process, the City of Athens reserves the right, where it may serve the City of Athens' best interest, to request additional information or clarifications from vendors, or to allow corrections of errors or omissions. Questions and requests for clarification or additional information by electronic mail should be directed by telephone or e-mail to the following City contact:

**James A. Gallup
Purchasing
423-744-2780
Purchasing@CityofAthensTN.com**

DEMOLITION AND CLEARING OF CONDEMNED STRUCTURES SPECIFICATIONS

1. A **demolition permit must be obtained** before the structures are demolished.
2. **It shall be the responsibility of the Contractor to make all the required Tennessee One Calls and allow time for markings before any demolition work begins.**
3. It shall be the responsibility of the Contractor to insure all utilities to the property have been disconnected and removed before demolition begins.
4. It shall be the responsibility of the Contractor to contact Athens Utilities Board for confirmation if the structure is on city sewer and to have the sewer capped.
5. The Contractor shall be responsible for damage to any underground or overhead utilities during the demolition process.
6. All demolition materials shall be taken to a Construction and Demolition, Class 3/4, approved landfill.
7. All structures are considered vacant; however, the contractor shall check each structure prior to beginning demolition.
8. The Contractor shall be responsible for any sprinkling of the site that may be required to prevent dust and other airborne particles.
9. Removal and transportation of debris and rubbish shall be in a manner that will prevent spillage onto pavement, roads, or adjacent areas. It shall be the responsibility of the Contractor to immediately clean such spillage.
10. All surface structures and sub-surface foundations shall be demolished and all debris shall be removed from the site.
11. If a driveway is present on the property, it shall be removed except for a 12-foot length to remain for access to the property.
12. Contractor shall use and properly install any sediment and erosion control measures at the demolition site.
13. Contractor shall make sure streets are clean of any type debris immediately so as not to cause damage to any private vehicle or City street.
14. If there is block used in the crawl space of a structure, the block may be used as "fill".
15. Following the demolition, site clearing, and debris hauled to a landfill, contractor shall call the City of Athens Codes Enforcement Officers at 423-744-2751 or 423-744-2753 for the approval of the "fill" in the hole prior to it being covered.
16. Note that there is no tree removal required of this project.
17. It is not necessary to use topsoil as long as "good dirt" is used in which to plant the grass seed.
18. The demolition site shall be graded smooth and a mixture of Kentucky 31 Fescue and Annual Rye Grass shall be sown and covered with a layer of clean straw to protect sown seed and help prevent erosion.
19. Asbestos testing/abatement only if more than one of the properties is being demolished on the same block.

BID SUBMITTAL FORM

RFB #1673

Instructions: For each address listed below, submit a bid amount for each condemned structure and a lump sum bid to complete the whole project if less than the aggregate of each itemized bid amount. Also, please submit an estimated time of completion once bid is awarded.

<u>ADDRESS</u>	<u>BID AMOUNT (\$)</u>
1. 608 LARK STREET Athens, TN 37303	\$ _____
2. 101 ASTRID STREET Athens, TN 37303	\$ _____
3. 307 HILL STREET Athens, TN 37303	\$ _____
4. 112 HENDERSON STREET Athens, TN 37303	\$ _____

TOTAL COST FOR DEMOLITION, SITE CLEARING, AND ALL OTHER DUTIES TO COMPLETE THE PROJECT AS DESCRIBED IN THE SPECIFICATIONS:

\$ _____

ESTIMATED TIME TO COMPLETE ALL PROJECTS:

BID BOND: Please note that for this bid a 10% Bid Bond is required by all bidders on bids \$25,000 or over and a 100% Performance and Payment Bond is required only on bids \$100,000 or over.

ALL BIDS MUST BE SEALED, PROPERLY IDENTIFIED, AND RETURNED WITH THE "BID RETURN ADDRESS SHEET" (BID COMPLIANCE FORM INCLUDED IN THIS BID PACKAGE) TAPED TO THE OUTSIDE FRONT OF THE ENVELOPE/PACKAGE THAT YOU ARE SUBMITTING.

The City of Athens reserves the right to reject any or all bids or waive any informalities and to accept any proposal deemed to be in the best interest of the City.

COMPANY _____ DATE _____

BY _____
(Printed) (Signature)

PHONE _____ FAX _____ EMAIL _____

TERMS & CONDITIONS

1. **BID SUBMITTAL FORM:** Bids must be submitted on this form only and bear the handwritten signature of an authorized representative of the firm to be considered valid. Unless otherwise stated by the City, no bidder may withdraw their bid within a period of thirty (30) days after the date set for the opening of bids.
2. **SEALED BIDS:** ALL bids must be SEALED and properly identified with the name and address of bidder; the date, time, bid number and project title on the OUTSIDE of the bid return envelope.
3. **INSURANCE:** A sheet of minimum "INSURANCE REQUIREMENTS" shall be attached to these terms and conditions when applicable. This sheet is provided for you and your insurance company.
4. Prices shall be quoted FOB Athens, TN. Delivery to City of Athens locations shall be without additional charge unless otherwise requested by the City of Athens.
5. Failure to examine any drawings, specifications, and instructions will be at bidder's risk. If bidder is in doubt as to the true meaning of any part of the drawings, specifications, and instructions or other documents, he should submit a written request for an interpretation to the Purchasing Department. An interpretation of the document will be made only by addendum issued by the Purchasing Department to each firm to whom an invitation was forwarded. The City will not be responsible for explanations or interpretations of bid documents except as issued in accordance herewith.
6. Where a brand or trade name appears in the specifications, it is understood that the brand or trade name referred to, or its approved equivalent, shall be furnished. If no mention is made of any exceptions, it is assumed that he is bidding on the article mentioned and not an approved equivalent. If a brand name is listed in the bid package and a vendor intends to bid another name it is the responsibility of the bidder to notify the Purchasing Department of his intent to do so by seven (7) days prior to bid opening. This is to allow time to evaluate equipment or product. Failure to do so disqualifies you as a bidder. An approved equivalent is defined as a bid item that meets or exceeds every specification provided in the bid specifications and is approved by the City of Athens. However, the City of Athens reserves the right to choose a specific name brand if standardizing to accommodate parts supply, knowledge of maintenance, and to prevent the purchase of specialty tools.
7. The bidder is requested to attach brochure-type information and written specifications on the supplies furnished. All guarantees and warranties should be clearly stated.
8. Prices quoted for all machinery, equipment, and vehicles shall include complete parts manual(s), maintenance manual(s), service manual(s), and operator's manual(s) without additional charge and are to be delivered with the unit.
9. Bids and modifications or corrections thereof received after bid closing will not be considered. The City is not responsible for delays in delivery by mail, courier, etc.
10. Any exceptions to these terms or conditions or deviations from written specifications will be shown in writing and attached to the bid form.
11. Any alteration, erasure, additions to or omission of requested information, change of the specifications or bidding schedule, is made at the risk of the bidder and shall result in the rejection of the bid unless such changes are authorized by the specifications.

12. In the event cash discounts are offered by the bidder, the discount date shall begin with the date of the invoice or the date of receipt of all material covered by the order/contract, whichever is the later date.
13. Charges for boxing or cartage will not be allowed unless previously agreed upon.
14. Default in promised delivery and failure to comply with specifications authorizes the City to purchase supplies elsewhere and charge the difference to defaulting Vendor.
15. Bidder agrees to defend and save the City of Athens from and against all demands, claims, suits, costs, expenses, damages, and judgments based upon infringement of any patents relating to goods specified in this order or the ordinary use or operation of such goods by the City or use or operation of such goods in accordance with bidder's direction.
16. In case of error or discrepancy in the mathematics of the bid price, unit prices prevail.
17. By submission of a signed bid, the bidder certifies total compliance with Title VI and Title VII of the Civil Rights Act of 1964, as amended and all regulations promulgated thereunder, as the City of Athens does not discriminate based on race, color, or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Act of 1964 (42 USC 2000d).
18. Contracts and purchases will be made or entered into with the lowest, responsible, compliant bidder meeting specifications for the particular grade or class of material, work or service desired in the best interest and advantage to the City of Athens. Responsible bidder is defined as a bidder whose reputation, past performance, and business and financial capabilities are such that he would be judged by the appropriate City authority to be capable of satisfying the City's needs for a specific contract or purchase order.
19. The City reserves the right to determine the low bidder either based on the individual items or based on all items included in its Request for Bids, unless otherwise expressly provided in the Request for Bids. The City reserves the right to accept any item or group of items of any kind and to modify or cancel in whole or in part, its Request for Bids.
20. The City reserves the right to determine the low bidder by durability and maintenance cost over the life of the vehicle or equipment. This may be done by means of past experience or research. Initial cost may not determine low bid.
21. All contracts or purchase orders issued for this award will be governed by the laws of the State of Tennessee.

By signing below, I hereby acknowledge that I have read, understood, and accepted the above Terms & Conditions:

 BIDDER'S COMPANY NAME

 COMPANY REPRESENTATIVE PRINTED NAME

 SIGNATURE

TELEPHONE _____ FAX _____ EMAIL _____

THIS FORM MUST BE SIGNED AND SUBMITTED WITH BID

CITY OF ATHENS

STANDARD INSURANCE REQUIREMENTS

1. Statutory Worker's Compensation Insurance
 - a. Employer's Liability:
 - Bodily Injury by Accident - \$100,000 each accident
 - Bodily Injury by Disease - \$500,000 policy limit
 - Bodily Injury by Disease - \$100,000 each employee

NOTE: WC coverage may be waived if the contractor is the sole proprietor only, with no employees, and can provide the City of Athens with an APPROVED I-5 form from the Department of Labor

2. Comprehensive General Liability Insurance
 - a. \$700,000 limit of liability per occurrence for bodily injury and property damage
 - b. Comprehensive form covering all owned, non-owned, and hired vehicles
3. Auto Liability Insurance
 - a. \$1,000,000 limit of liability per occurrence for bodily injury and property damage
 - b. Comprehensive form covering all owned, non-owned, and hired vehicles
4. City of Athens (and any applicable Authority) should be shown as an additional insured on General Liability, Auto Liability, and Umbrella Liability policies
5. The Cancellation provision should provide 30-day notice of cancellation
6. Certificate holder should read:

City of Athens
815 N. Jackson Street
Athens, TN 37303

7. Insurance company must have an A.M. Best Rating of A-6 or higher
8. Insurance company must be licensed to do business by the Tennessee Secretary of State
9. Insurance company must be authorized to do business in Tennessee by the Tennessee Insurance Department

A CERTIFICATE OF INSURANCE MUST BE SUBMITTED WITH THIS BID

AFFIDAVIT OF COMPLIANCE

WITH

DRUG-FREE WORKPLACE REQUIREMENTS OF

TENNESSEE CODE ANNOTATED, § 50-9-113

(To be submitted with bid by construction contractor)

I, _____, president or other principal officer of _____, swear or affirm that
NAME OF COMPANY

the company has a drug – free workplace program that complies with Title 50, Chapter 9, Tennessee Code Annotated, in effect at the time of this bid submission at least to the extent required of governmental entities. I further swear or affirm that the company is in compliance with Tennessee Code Annotated, § 50-9-113.

I have also reviewed the statement in this bid package of the City of Athens drug and alcohol testing program and affirm that I have a testing program for my employees that is at least as stringent as the City’s program.

President
Or
Principal Officer

For: _____
Name of Company

**STATE OF TENNESSEE }
COUNTY OF }**

Subscribed and sworn before me by _____,
President or principal officer of _____

On this _____ day of _____ 20____.

Notary Public

My Commission expires: _____

**CITY OF ATHENS TENNESSEE
TCA 62-6-119
BID COMPLIANCE FORM**

FROM:

**NOTE: This form MUST be attached to the sealed envelope containing the bid.
Failure to provide all of this information on the sealed envelope shall void such bid.**

PRIME CONTRACTOR'S IDENTIFICATION

Name _____

Address _____

TN License Number _____ Exp Date _____

Classifications _____

BID NAME _____ Bid No. _____

DATE OF BID OPENING _____ TIME _____

IS ENCLOSED BID LESS THAN \$25,000? Yes _____ No _____

ITEM I OR II MUST BE COMPLETED IF THE BID EXCEEDS \$25,000

I. CONTRACTOR DOES NOT PLAN TO USE SUBCONTRACTORS FOR ANY PART OF THIS PROJECT.

Signature – Contractors Representative _____

II. REQUIRED SUBCONTRACTOR'S IDENTIFICATION

ELECTRICAL SUB-CONTRACTOR

Name _____

Address _____

TN License Number _____ Date _____

Expiration Date _____ Monetary Limit \$ _____

Classification _____

II. Subcontractor's Identification, continued

PLUMBING SUB-CONTRACTOR

Name _____

Address _____

TN License Number _____ Date _____

Expiration Date _____ Monetary Limit \$ _____

Classifications _____

HVAC SUB-CONTRACTOR

Name _____

Address _____

TN License Number _____ Date _____

Expiration Date _____ Monetary Limit \$ _____

Classification _____

OTHER SUB-CONTRACTOR

Name _____

Address _____

TN License Number _____ Date _____

Expiration Date _____ Monetary Limit \$ _____

Classification _____

Check here if you have any additional subs not listed on this sheet. All others, list on a separate sheet of paper and attach to the back of the bid submittal.

TO:

**PURCHASING DIVISION
CITY OF ATHENS
815 N. Jackson Street
Athens, TN 37303**