

City of Morrow Request for Bids
The Demolition and Complete Removal of Structures
Mandatory Pre-Bid Conference: May 21, 2012, 10am
Bid Deadline: June 1, 2012, 12pm

City of Morrow Request for Bids

The Demolition and Complete Removal of three (3) Structures

Mandatory Pre-Bid Conference: May 21, 2012, 10am

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Be advised that any conversations (in reference to this bid) between bidders and any City employee or City official outside of the contact identified in this bid during the entire competitive bidding process is strictly prohibited. Such actions will result in removal of the vendor from the bidder's list and rejection of the vendor's bid. The ONLY official position of the City is that position which is stated in writing in this document. No other means of communication, whether written or oral, shall be construed as a formal or official response statement.

Purpose: The City of Morrow is seeking bids for the demolition and complete removal of the structures described throughout this document.

The purpose of this RFB is to secure demolition services for the structures located at:

- 1.6094 North Lee Street; Sq ft: 1,500; levels (1); Land Use: Residential
- 2.6459 Jonesboro Road; Sq ft: 3,600 levels (1); Land Use: Commercial with Underground Storage Tanks (gas station)
- 3.1442 Southlake Parkway; Sq ft: 2,000; levels (1); Land Use: Commercial (restaurant)

It is the city's preference to award the project(s) as one award inclusive of all three structures and the underground storage tanks. However, after examination of the Quotation Sheets, the City of Morrow reserves the right to separate and award the project(s) individually if it is more advantageous to the city. Attached you will find the Quotation Sheets that must be completed for each of the three properties. Also attached are photos of each property. (Appendix II)

The City of Morrow will hereinafter be referred to as the "City." Respondents to the RFB shall be referred to as "Bidders." The Bidder to whom the contract is awarded shall be referred to as the "Contractor."

Scope: For the purpose of this project, the bidders must bid for all three structures as one project, with a total bid amount but must outline the proposal in such a way that the price and timeline may be seen and understood individually for all three structures.

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The work to be performed under this project is to provide conventional (mechanical) demolition and removal services with backfill and finishing for the three aforementioned properties. The structures being demolished are safe to enter and are not considered a public safety risk.

The Contractor shall provide all necessary labor, materials and equipment to demolish the Structure, clean up the affected area where the Structure was located prior to the demolition and the area surrounding where the Structure was located prior to the demolition and remove all debris from the demolition area in accordance with generally accepted demolition practices and procedures.

The Contractor shall be responsible for obtaining all necessary demolition permits or approvals from appropriate sources and the City shall be responsible for the payment of actual costs of necessary permits or approvals. The Contractor shall provide the City with copies of all such permits and approvals.

While performing demolition and removal work in accordance with this Agreement, the Contractor shall not engage in any action that constitutes a violation of any law, order, ordinance, rule, regulation or code of any government authority that may cause injury to persons, nor shall the Contractor in any manner deface or injure property that is not subject to demolition, permit any unreasonably objectionable noise or odor to be emitted, permit anything to be done on property where the structure is located tending to create a health, environmental or safety hazard or nuisance or cause any penalty to the City.

No hazardous materials, as that term is defined by federal, state or local environmental laws, rules or regulations, shall be handled upon, about, above or beneath any portion of the structure or the property on which the structure is located by or on behalf of the Contractor without the prior written consent of the City. Notwithstanding the obligation of the Contractor to indemnify the City pursuant to this Agreement, the Contractor shall, at its sole cost and expense, promptly take all actions required by any federal, state or local governmental agency or political subdivision, or necessary for the City to make full use of any portion of the property, which requirements or necessity arise from the handling of hazardous materials by the Contractor, or another on its behalf, upon, about, above or beneath any portion of the Structure or the property on which the structure is located.

The Contractor shall protect and preserve existing utilities and shall provide for disconnects of same as necessary. The Contractor shall preserve all site utilities, water

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distribution systems and wastewater collection systems at their respective service connections.

The Contractor shall remove all waste materials, rubbish and equipment upon completion of the demolition, and shall dispose of all waste materials and rubbish in a licensed landfill.

The Contractor shall operate, maintain and leave the demolition site in a generally orderly condition.

The Contractor shall erect and maintain all reasonable or necessary safeguards for protection of persons and property, including safety barriers to and warnings of dangers and hazards, which safeguards and notices shall remain in place until completion of the work in accordance with this Agreement.

The City of Morrow requires a florescent orange construction fencing around the perimeter of the site.

The City of Morrow will not provide water, electricity or lavatory facilities for the contractor. Port-o-lets, if desired, must be the responsibility of the contractor.

SEE APPENDIX I FOR THE SCOPE OF WORK FOR THE CLOSURE OF THE UNDERGROUND STORAGE TANK AT 6459 JONESBORO ROAD. THE UST SCOPE OF WORK IS IN ADDITION TO THE SCOPE LISTED ABOVE.

Executive Summary:

Every copy of the proposal should include an executive summary inserted as the first page following any bid package covers and table of contents that clearly state the name of the company, the contact for the bid process including name, phone number, email and mailing address and any price quotes for services.

Qualifications:

Contractor shall be properly licensed and qualified to conduct such demolition and shall and maintain, at its sole expense all necessary insurance including commercial, automobile and workers compensation.

Communication:

It is the responsibility of the bidder to inquire about any requirement of this RFB that is not understood. Responses to inquiries, if they change or clarify the RFB in a substantial manner, will be forwarded by addenda to all parties that have

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received a copy of the RFB. The City will not be bound by oral responses to inquiries or written responses other than addenda. Inquiries about the RFB must be made to:

Anou Sothsavath, Public Works Director
anou@cityofmorrow.com

The deadline for all inquiries is May 30, 2012, 12pm.

Evaluation: Award will be made to the bidder considered most qualified who will act in the best interest of the City and whose proposed system meets the demands of the City's services. Bid packages must include references. These references should represent agencies utilizing the demolition services outlined in the proposal. Provide company names with contact person and telephone number.

Evaluation Criteria: Proposals will be evaluated on many criteria deemed to be in the City's best interests to include but are not be limited to:

- Ability to meet specifications
- Pricing
- Responsiveness to proposal terms and conditions
- References
- Business location
- Experience in providing the services specified in this RFB.

Pre Bid: There is a mandatory pre-Bid conference that will allow for a detailed discussion of the staff and call patterns, our services and the City's expectations of the new phone system. At this time, bidders will have an opportunity to address any questions, communicate the feasibility of the City's expectations and view maps of the city with public building locations. If bidders do not attend this conference and still submit a bid package, their bids will not be considered valid and will not be considered for award.

The mandatory pre bid conference will be held on May 21, 2012, 10am at Morrow City Hall – 1500 Morrow Road, Morrow, Georgia, 30260.

Award: It is the intent of the City to award this bid all to one bidder. The City reserves the right to conduct any tests it may deem advisable and to make all evaluations. The City reserves the right to reject any or all bids, in whole or in part and is not necessarily bound to accept the lowest bid but instead will accept the bid that best suites the City and the City's services. The City reserves the right to waive minor

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irregularities. A bid may be rejected if it is in any way incomplete or irregular. When there are tie bids, there shall be a preference for local.

It is the responsibility of the bidder to inquire about any details of this RFB that are not understood. All inquiries must be submitted by email. Responses to inquiries, **if they change** the RFB in a substantial manner, will be forwarded by email addenda to all parties that have received a copy of the RFB. Therefore, it is the responsibility of the bidder to ensure an email address has been provided.

Submission: A **SIGNED** original and three (3) copies of the bid must be received at Morrow City Hall, 1500 Morrow Road, Morrow, GA 30260. **Deadline for submittals is June 1, 2012, 12pm.** The bid must be date/time stamped by Morrow City Hall in order to be considered. Bidders are strongly encouraged to submit bids in advance of the due date/time to avoid the possibility of missing the deadline due to unforeseen circumstances. Bidders assume the risk of the methods of dispatch chosen. The City assumes no responsibility for delays caused by any package or mail delivery service or unforeseen condition. A postmark on or before the due date **WILL NOT** be a substitute for receipt of bid. Bids received after the due date and time will be not be returned. Additional time will not be granted to any single bidder, however, additional time may be granted to all bidders when the City determines that circumstances require it. **FAXED OR E-MAIL BIDS WILL NOT BE ACCEPTED.**

Envelope: The signed bid should be submitted in an envelope or package, sealed and identified on the outside of the envelope with contact name, contact email, company name and due date.

Bid Opening: The bid packages will be opened and bid amounts recorded 30 minutes after the deadline for submittal at Morrow City Hall, 1500 Morrow Road, Morrow, Georgia 30260. For all bids that clearly identify a primary contact, provide an email address for the primary contact, a list of the submitted bids with company name, and bid amount will be sent via email.

Materials to Include:

1. Contact Information
2. Description of Company
3. Executive Summary
4. Project Proposal (including the separate pricing for each of the three structures and a timeline for completion)
5. Completed Quotation Sheets for all three properties (Appendix II)
6. Credentials of Relevant Staff
7. List of Proposed Subcontractors (if any)
8. Basis of Pricing

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9. E Verify Affidavit or Statement
10. Certificate of Insurance
11. Professional Certifications
12. References as previously described

Selection: All of the proposals are due on or before **June 1, 2012, 12pm**. Each proposal will be evaluated by the appropriate staff. Three (3) bidders will be placed on a “short list” and may be asked to come in for an interview. The bidders that are selected to come in for an interview may be asked to submit additional information. You will be notified within one (1) week prior to the interview date of any additional information that will be needed from our office. We reserve the right to ask for clarification or additional information contained so that a fair and comprehensive evaluation of all proposals can be conducted. If only 3 bids or fewer are received, the City reserves the right to terminate this process and begin again or to choose from the submissions as long as all submissions meet the requirements of the RFB.

Debarment: Submission of a signed bid in response to this solicitation is certification that your firm (or any subcontractor) is not currently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal department or agency. Submission is also agreement that the City will be notified of any change in this status.

E-Verify: All bidders must submit an affidavit to certify that they participate in the Federal Employment Eligibility Verification. If a bidder does not participate in this free program, they must submit a statement that they will sign up for the program before the contract commences. (Morrow’s Human Resource Department is available to assist in this process).

APPENDIX I

I. Scope of Work:

Provide a lump sum price for the closure by removal of three, 10,000-gallon capacity, single-wall, fiberglass constructed, gasoline underground storage tank (UST) systems, including the associated single-wall, fiberglass constructed product piping, and all related appurtenances (e.g., atmospheric vent piping, electrical, etc.) at 6459 South Main Street in Morrow, Clayton County, Georgia. Pricing to perform the Scope of Work is to include the following:

1. Securing applicable permitting.
2. Photographically documenting the work throughout the performance of the Scope of Work.
3. Securing the work areas using fencing, barricades and/or caution tape, as appropriate.
4. Removal and proper disposal of up to 795-gallons of residual pumpable liquids remaining in the three UST systems (USTs, submerged turbine pumps, product piping, etc.).
5. Removal and proper disposal of residual non-pumpable, tank bottom sludge/debris remaining in the three UST systems.
6. Cleaning the interior of the USTs and product piping to remove the explosive vapors present.
7. Implementing and maintaining temporary erosion and sedimentation control measures, as required.
8. Removal and proper disposal of the concrete surface pavement overlying the USTs and concrete constructed fuel island.
9. Removal and proper disposal of the concrete and asphalt surface pavement overlying the product piping.
10. Removal and proper disposal of the canopy posts, and the portions of the canopy footers that extend above unfinished grade.
11. Removal and proper disposal of three, 10,000-gallon capacity, single-wall, fiberglass constructed, gasoline USTs.
12. Removal and proper disposal of all single-wall, fiberglass constructed product piping.
13. Removal and proper disposal of the electrical conduit and wiring servicing the UST systems, extending out from the building entrance.
14. Capping or sealing the remaining electrical conduit, at the building entrance, for abandonment in-place.
15. Removal and proper disposal of the UST atmospheric vent piping.
16. Covering stockpiles at the end of each day, in a manner that will prevent erosion/run-off and the propagation of fugitive dust.
17. Securing closure samples and performing laboratory sample analysis (based on a turnaround time of no more than 10-days), in accordance with the Georgia Department of Natural Resources, Environmental Protection Division, UST Management Program's (Georgia USTMP's) prevailing GUST-9 guidance document.
18. After receipt of the closure sample analyses results and approval by the City of Morrow, backfilling the UST excavations to within 4-feet of adjacent finished grade, in 12-inch (maximum loose thickness) bucket tamped lifts, using the fill material removed.
19. Backfilling the remaining portion of the excavations to within 8-inches of adjacent finished grade, using #57 crushed stone, placed in 6-inch mechanically compacted lifts (95% maximum density compaction).
20. Performing a minimum of one density test per each 100-square feet of #57 crushed stone, by a commercial testing laboratory.
21. Performing final site clean-up and proper disposal of debris.
22. Preparing a Closure Report in accordance with the Georgia USTMP's prevailing GUST-9

guidance document.

23. Forwarding the Closure Report to the City of Morrow, for submission to the Georgia USTMP, which shall also include a Closure Activity Form (GUST-29), revised UST Notification Form (GUST-42), and certification of disposal, destruction, recycling and/or manifests for the liquids, tank bottom sludge/debris, and UST system components removed.
24. Forwarding the photographic documentation gathered during performance of the Scope of Work to the City of Morrow, on a Compact Disc, with the photographs in *.jpg format.

II. Supplemental Pricing:

- a. Provide unit pricing for the removal and disposal of up to 28-tons of non-hazardous petroleum contaminated soils at a Sub-Title D permitted landfill and at a thermal treatment facility.
- b. Provide unit pricing for the removal and disposal of non-hazardous petroleum contaminated soils in excess of 28-tons, at a permitted Sub-Title D landfill and at a thermal treatment facility.
- c. Provide unit pricing for securing up to three confirmatory samples and performing laboratory sample analysis (based on a turnaround time of no more than 10-days), in accordance with the Georgia USTMP's prevailing GUST-9 guidance document.
- d. Provide unit pricing for a 24-hour, 48-hour, and 72-hour laboratory turnaround on the closure samples.
- e. Provide unit pricing for a 24-hour, 48-hour, and 72-hour laboratory turnaround on the confirmatory samples.
- f. Provide unit pricing (per gallon) for the removal and proper disposal of liquids in excess of 795-gallons.

III. Exclusions:

- Removal and disposal of UST anchor devices (e.g., anchor pad, dead-men, etc.) is excluded from the Scope of Work.
- Removal and disposal of the portions of the canopy footers that extend below finished grade is excluded from the Scope of Work.
- Pavement restoration (to be performed by the City of Morrow) is excluded from the Scope of Work.

IV. Conclusions:

The lump sum price is to include all equipment, labor, materials, and other incidentals necessary to accomplish the work described.

Prior to the commencement of the work, the Utilities Protection Center (UPC) of Georgia is required to be notified, to locate and identify surface and subsurface utilities which originate "at the street" and terminate at the point of entry into the site building or appropriate demarcation point.

All work is to be performed in accordance with industry standards and all personnel involved are to be trained in accordance with 29 Code of Federal Regulations (CFR) Part 1910 and 29 CFR Part 1926, as applicable; proof of which is to be provided upon request by the City of Morrow.

A “tail-gate” health and safety meeting is to be conducted prior to each day’s activities, and prior to planned/unplanned activities having elevated health and/or safety concerns.

If during performance of the work, unanticipated hazardous materials or conditions are suspected or encountered, the City of Morrow is to be notified immediately.

During performance of the work, equipment, tools, materials, debris, etc. are to be stored in a safe manner. Further, site security during and after work activities is the responsibility of the contractor.

During performance of the work, the Contractor is to take all necessary precautions to prevent injury to the public and others, and to prevent damage to the property of others.

Ingress and egress routes are not to be obstructed, or used in such a manner as to prevent safe ingress or egress to the property, which may present an unsafe or unhealthy condition to the public or others.

During performance of the work, streets and/or pedestrian walks are not to be closed or obstructed without permission from the City of Morrow or others having jurisdiction.

All work areas are to be secured using fencing, barricades and/or caution tape, as appropriate, to deter the entry of unauthorized persons, and to protect the public from hazards associated with performing the work. In the event that the nature of the work prevents isolation of the work area from the public, alternate precautions such as signal persons, signage, etc. may be acceptable, with approval from the City of Morrow.

During performance of the work, all existing trees, shrubs, groundcovers, plants, and grass are to be protected from damage.

Fencing, barricades, caution tape, signage, etc. is to be removed upon completion of the work and upon approval by the City of Morrow.

“Proper disposal” is considered to be a combination of transportation and disposal method that meets all applicable local, state, and federal requirements, and is completed by a permitted/licensed and insured disposal facility. Disposal methods, such as recycling and thermal treatment, are preferred. Please disclose the disposal methods that will be utilized.

If during performance of the work, the City of Morrow notifies the contractor of any issues related to nonconformance with prevailing codes or the Scope of Work, all work is to immediately halt until the condition is corrected by the contractor, to the satisfaction of the City of Morrow. The contractor will not be allowed any compensation for damages by reason of, or in connection with such work stoppage.

Saw-cutting of pavement prior to, or following surface pavement removal is required, so that clean lines are provided to the City of Morrow at the time of pavement restoration.

The electronic automatic tank gauge system (consoles, tank probes, and sensors) and submerged turbine pumps are to be salvaged and provided to the City of Morrow.

APPENDIX II

6459 Jonesboro Road

Land Use: Commercial with Underground Storage Tanks (gas station)

Sq ft: 3,600 levels (1)



CITY OF MORROW BID QUOTATION SHEET

STRUCTURE

6459 Jonesboro Rd.

DATE _____

ITEM	SQ. FT.	UNIT PRICE	TOTAL PRICE
Single story commercial structure steel, stucco, concrete	3600		

ITEM	QUAN.	UNIT PRICE	TOTAL PRICE
Underground Storage Tanks	3 – 10,000 gallon		

TOTAL PROJECT PRICE		
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Quantities shown are estimates. In case of discrepancy between unit prices and total prices the unit prices shall be used and the totals corrected.

NUMBER OF CALENDER DAYS TO COMPLETE PROJECT _____.

COMPANY _____

CONTACT PERSON _____

TITLE _____

ADDRESS _____

TELEPHONE _____ FAX _____

SIGNED (IN INK) _____

1442 Southlake Parkway

Land Use: Commercial (restaurant)

Sq ft: 2,000; levels (1)



CITY OF MORROW BID QUOTATION SHEET

STRUCTURE

1442 Southlake Parkway

DATE _____

ITEM	Sq. Ft.	UNIT PRICE	TOTAL PRICE
One story - Commercial Structure	2000		

TOTAL PROJECT PRICE		
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Quantities shown are estimates. In case of discrepancy between unit prices and total prices the unit prices shall be used and the totals corrected.

NUMBER OF CALENDER DAYS TO COMPLETE PROJECT _____.

COMPANY _____

CONTACT PERSON _____

TITLE _____

ADDRESS _____

TELEPHONE _____ FAX _____

SIGNED (IN INK) _____

6094 North Lee Street

Sq ft: 1,500; levels (1)

Land Use: Residential Land Use: Commercial (restaurant)



CITY OF MORROW BID QUOTATION SHEET

STRUCTURE

6094 North Lee St.

DATE _____

ITEM	Sq. Ft.	UNIT PRICE	TOTAL PRICE
One story – Wood Frame, with basement (block walls)	1500		

ITEM	Cu. Yrds.	UNIT PRICE	TOTAL PRICE
Basement – backfill, tamp, fine grade, seed & straw	52		

TOTAL PROJECT PRICE		
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Quantities shown are estimates. In case of discrepancy between unit prices and total prices the unit prices shall be used and the totals corrected.

NUMBER OF CALENDER DAYS TO COMPLETE PROJECT _____.

COMPANY _____

CONTACT PERSON _____

TITLE _____

ADDRESS _____

TELEPHONE _____ FAX _____

SIGNED (IN INK) _____