REQUEST FOR PROPOSAL (RFP)

FOR

ABESTOS ABATEMENT

AND

DEMOLITION OF RESIDENTIAL PROPERTY

LOCATED ON

139 ETTA FRASIER DRIVE

WINDSOR, VT 05089

January 8, 2014
1. SUMMARY AND BACKGROUND

The Town of Windsor is seeking to abate asbestos and demolish a significantly damaged house located at 139 Frasier Drive in Windsor, VT.

Contractors will provide their competitive bid to demolish and/or remove all material associated with the house improvements, including debris, and household hazardous materials. All asbestos-containing material shall be abated by a firm licensed to do such work in Vermont in accordance with Vermont rules prior to demolition.

An Asbestos Inspection Report was prepared by KAS Engineering dated October 13, 2013 is included in the bid documents.

2. PROPOSAL GUIDELINES AND FORMAT

Contractors must submit the following three items with their bid:

1. Bid Form
2. Contractor’s proof of insurance
3. References from three previous clients

A pre-bid conference will be held at the Windsor Town Offices, 29 Union St, Windsor, Vermont at 11:00 A.M., Wednesday, January 15, 2014. A site visit to the property will occur following a brief overview of the project. It is required that contractors be in attendance to bid on the project.

The Town of Windsor is requesting lump sum bids with the contractor using the Bid Form included in this document.

Bid packages must be received by the Town of Windsor by 4:00 P.M., Friday, January 24, 2014. The bid package can be either delivered to the Windsor Town Manager’s Office or mailed to the Windsor Town office. NO EMAIL BIDS WILL BE ACCEPTED. The winning bidder will be selected by the sole judgment of the Town of Windsor based upon technical expertise and experience, cost, project schedule, and completeness of proposal. The Town of Windsor reserves the right, at its sole discretion, to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will best serve the Town’s interest.

Payment for services rendered in accordance with the contract will be made within 30 days of successful completion of the final inspection of the property.
All contractors and subcontractors must have the following, and provide proof thereof, prior to executing a contract with the Town of Windsor:

   a) License or certification for any work to be provided, as required.
   b) Insurance coverage as noted in this document.
   c) Technical capability, education, or expertise with regards to the skills and knowledge required to perform residential demolition projects.
   d) Contract information for three references for similar projects, for both demolition and asbestos abatement; please include name, date of work, address and phone number.

3. PROJECT SPECIFICATIONS

1. This project consists of demolition, disposal, and required site work for the property located:

   139 Etta Frasier Drive Windsor, Vermont

2. All work on the project shall be completed within forty-five (45) days of the Notice to Proceed. If additional time is required for any reason, including weather delays and/or delays caused by the Town or the State; the Contractor must provide a written request for extension, which must be approved by the Town of Windsor.

4. REQUIREMENTS

   Required Professional Services

   Services are to be provided by an insured contractor, including subcontractors, in good-standing with the State of Vermont, holding all required certifications for the proposed work to be completed. A license or certification is required for the following professional services: asbestos abatement, waste hauling and sewer and water supply work. Services will be procured by competitive bid, and must be consistent with the Town of Windsor’s bidding policy. All contractors who wish to bid on the advertised project must meet all the minimum qualifications established by the Town of Windsor’s policies.
**Project Requirements**

1. All waste generated by the project shall be lawfully disposed of and the contractor shall provide manifests of such transport and disposal by firms licensed to operate and transport in Vermont. All costs of disposal are included in the bid. The building shall be demolished and removed.

2. Public sewer or water on the site shall be disconnected using the Town’s standard procedure.

3. There is limited access to electricity and water for abatement and demolition.

4. Contractor will be required to get the Town’s permission for site access and the location for equipment and storage of waste and debris.

5. Foundation stones shall be left on site and the foundation hole will not be filled. The Town will be responsible for filling in the foundation hole. The contractor will be responsible for placing temporary fencing around the foundation hole.

6. Site work will be coordinated with the town so as to not hinder subsequent reuse. Live trees and shrubs shall be preserved, unless not feasible due to demolition.

7. Contractors shall provide firm fixed price lump sum to abate all asbestos containing materials to include, but not limited to, labor and equipment required to mobilize, prepare works areas, removal of all asbestos as described, clean work areas and the disposal of all associated asbestos and non-asbestos waste, decontamination of equipment used to perform abatement and required third party clearances. Contractor is responsible for any and all permits, notices and certifications, and shall provide a copy of all to the town. The building has been tested for asbestos and was found to contain (ACM). A full description of the contamination can be found Asbestos Inspection Report prepared by KAS Engineering, dated October 13, 2013. The building shall be abated by a firm licensed to do such work in Vermont in accordance with Vermont rules prior to demolition. An abatement certification shall be provided to VTDOH and the town.

8. The contractor is responsible for notifying Dig Safe.

9. Household hazardous wastes, mercury containing thermostats, fuel tanks, fluorescent bulbs and ballasts and shall be removed prior to demolition and disposed of properly. Fuel tanks shall be emptied, removed and disposed of per Vermont regulations by qualified contractors.
10. All mobilization and demobilization costs are included in the bid.

11. Salvage of metals, untreated lumber, recycling of asphalt and concrete, and deconstruction of usable items is encouraged, however all materials salvaged must be free of asbestos, and any salvage must have a manifest as to its destination. Burying or burning of any materials is not allowed.

12. The Town of Windsor makes no warranty that the site is safe to work on. Building and structures may have been structurally compromised and the site itself may be unstable. The contractor shall have a health and safety plan for workers on site, comply with all OSHA/VOSHA rules, and shall post the site during work for authorized personnel only.

13. The contractor shall not operate on the site earlier than 7 A.M. or later than 6 P.M.

**Insurance**

The Contractor must provide certificates of insurance to show that the following minimum coverage’s are in effect:

*Workers Compensation:* With respect to all operations performed, any contractors shall carry workers’ compensation insurance in accordance with the laws of the State of Vermont.

*General Liability and Property Damage:* All contractors shall carry general liability insurance having all major divisions of coverage including, but not limited to:

- Premises - Operations
- Products and Completed Operations
- Personal Injury Liability
- Contractual Liability

The policy shall be on an occurrence form and limits shall not be less than:

- $1,000,000 per Occurrence
- $1,000,000 General Aggregate
- $1,000,000 Products/Completed Operations Aggregate
- $50,000 Fire/ Legal/Liability

Any contractors shall be required to name the Town, its officers and employees as additional insured’s for liability.

*Automotive Liability:* The contractor shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than: $1,000,000 combined single limit.
5. BID FORM

CONTRACTOR: ___________________________________________________

The Bidder agrees to perform all work described in the RFP for the following Total Bid for this property:

NOTE:

* Bids shall include the cost of all subcontractors, sales tax, and other applicable taxes and fees

* The contractor selected will be held responsible for the total lump sum bid for this project not for individual line items on worksheet(s)

Site Preparation/Mobilization Costs: $________________
Cost to Raze Primary Structure: $________________
Disposal Costs $________________
Cost to cap sewer and water line. $________________
Cost to Abate Asbestos: $________________
Independent Consultant charges for asbestos clearance monitoring $________________
Contractor’ “Other” Costs (list all costs): $________________

Total Bid for this Property $________________