

**BID SOLICITATION  
FOR  
RESIDENTIAL STRUCTURE REMOVAL  
CITY OF CRESTON**

**1.0 General Information**

- 1.1 Contract scope: This project consists of the removal of a residential structure and garage on a property owned by the City of Creston. The property is located at **907 W. Adams St.** in Creston.
- 1.2 This invitation to bid will be used to select a firm or individual for these services.
- 1.3 Project Objectives:
- (a) The City of Creston desires to remove the buildings in the most economical and efficient means practical, and to minimize adverse environmental impacts of demolition and related activities.
  - (b) Work specifications include the following:
    - Removal of all structures and contents from the subject properties;
    - Notifying the City of Creston when the existing sewer line at the property is exposed in order that the City may conduct a television inspection of the line;
    - Removal of foundation, footings, and backfill with clean dirt and top with 6" of black soil with compaction of **95%**;
    - Reseeding of backfilled lot; **per SUDAS Standard Specification 9010, Parts 2 and 3 for permanent lawn mixtures, mulch areas subject to erosion and as directed by City Staff;**
    - Sale or recycling of any and all salvageable material;
    - Proper disposal of waste material with landfill receipts; and,
    - Disconnection of utility lines and service at the existing property as directed and inspected by City Officials.
  - (c) Bid amounts are sought as an individual sum of the total demolition and waste disposal costs of the subject property.
- 1.4 The services shall commence upon notice from the City that asbestos hazards have been removed from the property, and shall be completed by November 30, 2021
- 1.5 It is entirely the respondent's responsibility to examine this bid solicitation, and to submit a bid in a timely, complete and procedurally correct manner.

**2.0 Time Schedule**

**8/30/2021** Bid Solicitation published in the *Creston News Advertiser* and on the City of Creston website: [www.crestoniowa.gov](http://www.crestoniowa.gov)

**9/16/2021** Bids received on or before 4 PM at the City Clerk's office. Bids will be opened at this time at the City offices, 116 W. Adams, Creston, IA 50801.

**9/21/2021** Anticipated date for announcement of award.

### **3.0 Method of Payment**

3.1 Services authorized under this request will be paid upon receipt of an original invoice, with proper landfill receipts, within thirty (30) days and after services are delivered and accepted.

3.2 Invoices submitted by the contractor shall distinguish costs based on work completed at 907 W. Adams Street.

### **4.0 Instructions to Respondents**

4.1 The respondent shall become familiarized with federal, state, county and local laws, ordinances, rules and regulations that in any manner affect the services specified in this Bid Solicitation.

4.2 The respondent must complete the following information on the enclosed Bid Form or attach supporting materials to the form in order to demonstrate the respondent's ability to fulfill the work specification:

- (a) Business or individual name of respondent;
- (b) Iowa Contractor Registration Number;
- (c) Length of time the respondent has worked on similar demolition projects;
- (d) Name and experience/qualifications of individuals employed by the respondent;
- (e) Office address and telephone number of the respondent;
- (f) Name and telephone number of the individual employed by the respondent who will be responsible for day-to-day operations;
- (g) Any outstanding litigation that may threaten the viability of the respondent, as well as the frequency and types of litigation in which the respondent has been involved in the past five years;
- (h) A list of all subcontractors the respondent proposes to use and the amount of work to be performed directly by the respondent and each subcontractor shall be submitted; and,
- (i) Certification of liability insurance. Minimum \$1,000,000 coverage. Name the City of Creston as an additional insured when submitting bid.

4.3 The respondent shall pay for all materials, labor, tools and equipment, transportation, and all other services and facilities necessary to execute, complete and deliver the work.

4.4 The City may order extra work or make changes to the work specifications without invalidating the contract. The contract amount may be adjusted accordingly and the respondent and the City shall agree upon the value of such extra work.

## **5.0 Regulatory Requirements**

- 5.1 Conform to applicable codes and regulations for demolition of buildings, safety of adjacent structures, dust control, erosion control, and disposal and removal of common and hazardous waste.
- 5.2 Codes and Regulations: Complete all demolition work or removal work according to the requirements of the City of Creston Municipal Codes and permit requirements, and any other applicable State laws and local ordinances.
- 5.3 Obtain required permit from the City of Creston.
- 5.4 Notify the City of Creston and affected utility companies before starting work, and comply with their requirements.
- 5.5 Do not close or obstruct safety exits, adjacent sidewalks, hydrants, parking or storage areas without prior approval of the City of Creston.
- 5.6 Conform to applicable regulatory procedures when discovering hazardous or contaminated materials not documented prior to starting work.
- 5.7 Licensed facilities: Only those brokerage, storage, transfer and disposal facilities which comply with the requirements of the City of Creston and State of Iowa, and those licensed by other jurisdictions shall be used by the contractor for the recycling and disposal of waste materials generated at demolition projects.
- 5.8 Based on the determination of the State Historic Preservation Office, all demolition activities shall be contained to no more than three feet outside of the footprint of the foundation and shall be conducted during stable surface conditions to eliminate the potential impact of subsurface disturbance.

## **6.0 Questions about this Bid Solicitation**

Questions regarding the enclosed Bid Document may be directed to Mike Taylor, City Administrator of Creston, at 641.782.2000, Ext.202. A response, verbal or written, will be provided within five (5) days of request.

## **7.0 Mailing Address for Bids**

Proposals to be considered by the City should be mailed or delivered to:

Lisa Williamson, City Clerk  
116 West Adams  
PO Box 449  
Creston, IA 50801

## **8.0 Other Provisions**

- 8.1 A respondent shall not collude, consult, communicate or agree with any other respondent to this Bid Solicitation as to any matter relating to the proposal.
- 8.2 The costs related to the development and submission of a bid is the full responsibility of the respondent and is not chargeable to the City.

- 8.3 The City of Creston, in its sole discretion, may eliminate proposed properties from the scope of demolition activities after bids are reviewed and before the respondent is engaged in a contract.

## **9.0 Submission of Sealed Bids**

- 9.1 One (1) copy of the bid shall be submitted under sealed cover and must be received at the address provided in Section 7.0 no later than

**4:00 PM on September 16, 2021**

Any proposal received after this date and time will be rejected and returned unopened to the respondent.

- 9.2 The outside cover of the submitted bid shall be marked:

**City of Creston Removal Proposal**

**907 W. Adams Street**

**(Name and Address of company providing bid)**

- 9.3 Amendments to a submitted bid will not be accepted after the time and date specified for the receipt of proposals in Section 9.1.
- 9.4 A respondent may withdraw their bid by written notice on or before the exact time and date specified for the receipt of proposals in Section 9.1. Notice must be submitted to the address provided in Section 7.0.

## **10.0 Rejection of Proposals**

- 10.1 The City may reject submitted bids which do not conform to the requirements of this solicitation. Submitted bids shall be rejected for reasons which include, but are not limited to:

- (a) The proposal contains unauthorized amendments, either additions or deletions;
- (b) The proposal is conditional;
- (c) The proposal is received late;
- (d) The proposal is not signed by an authorized representative of the respondent;
- (e) The respondent is not authorized to conduct business in Iowa;
- (f) The materials submitted contain false or misleading statements or provides references that do not support an attribute, capability, assertion or condition claimed by the respondent.

## **11.0 Project Award**

- 11.1 The City will award a contract to the lowest responsible bidder based on the information required in the attached Bid Form.

**BID FORM  
CITY OF CRESTON  
RESIDENTIAL STRUCTURE REMOVAL**

GENERAL INFORMATION

Name of Business or Individual: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Iowa Contractor Registration Number: \_\_\_\_\_

*If Business:* Federal tax identification number: \_\_\_\_\_

*If Individual:* Social security number: \_\_\_\_\_

How long have you or your company worked on similar demolition projects?

\_\_\_\_\_

\_\_\_\_\_

Please list the names and experience/qualifications of the individuals employed by you or your company.

Employee Name	Years of Experience	Qualifications

Employee Responsible for Day-to-Day Operations:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Is there any outstanding litigation involving the respondent? YES | NO

If yes, please describe: \_\_\_\_\_

\_\_\_\_\_

In what types of litigation, if any, has the respondent been involved in the last five years?

\_\_\_\_\_

Will the respondent be utilizing subcontractors in the completion of the removal? \_\_\_\_\_

Please list all subcontractors the respondent proposes to use and the amount of work to be performed directly by the respondent and each subcontractor below:

\_\_\_\_\_

\_\_\_\_\_

Please provide information of least two references for similar completed demolition projects:

Reference 1: Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Reference 2: Name: \_\_\_\_\_ Phone: \_\_\_\_\_

RESPONDENT'S BID

I, as authorized representative of the respondent, hereby submit the following bid proposal for the project described in the Bid Solicitation:

<u>Property Address</u>	<u>Bid Amount</u>
907 W. Adams St.	_____

This bid reflects work completed in accordance with all the provisions detailed in the Bid Solicitation, including the work specifications listed in *Section 1.3* and regulatory requirements listed in *Section 5*.

CERTIFICATION

I certify that all information on this form is true and correct. I understand my failure to provide complete, accurate and truthful information on this form will be grounds to withdraw this bid from consideration.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date