



**Mills County
Request for Bids
Demolition Services
for Hazard Mitigation Grant Program (HMGP)**

Issue Date: September 4, 2020

Response Deadline: September 18, 2020 at 9:00AM

**Questions are to be directed to Sandy Hansen, Housing Team Leader,
Southwest Iowa Planning Council. 712-243-4196. Sandy.Hansen@swipco.org**



**MILLS COUNTY
REQUEST FOR BIDS FOR
DEMOLITION SERVICES
HAZARD MITIGATION GRANT PROGRAM**

Introduction

In March 2019, Mills County sustained severe flood damage resulting from snowmelt and runoff from the Missouri River. Our disaster recovery efforts include a grant from the Federal Emergency Management Agency (FEMA) under the Hazard Mitigation Grant Program (HMGP). To mitigate properties from future flooding, grant funds will be used to acquire properties that were damaged. Once acquired, grant funds will also be used to demolish the structure, and the lot will perpetually remain as open green space. Therefore, we are soliciting bids for demolition services of approximately 70 properties.

Project Scope

Southwest Iowa Planning Council, on behalf of the Mills County, Iowa, hereby requests bids for demolition of approximately 70 properties (including out-buildings, debris, and fencing) located in Mills County as a result of the 2019 flood. SEE ATTACHMENT 3. Properties will be organized into groups of 5-10 depending on property closings. Notice to Proceed will **NOT** be issued on all properties at one time. At some point there may be a change of process to include RACM demolitions, as needed. Bids submitted are good for 36 months and must be submitted per individual property.

Complete Bids must be received at Southwest Iowa Planning Council (SWIPCO) 1501 SW 7th Street, Atlantic, IA 50022, no later than September 18, 2020, at 9:00AM. Bids can also be emailed to sandy.hansen@swipco.org. Receipt of email is not guaranteed. It is the responsibility of the bidder to verify receipt.

No bid shall be accepted from, and no contract will be awarded to any person, firm, or corporation that is in arrears to Mills County upon debt or contract, that is a defaulter, as surety or otherwise, upon any obligation to Mills County, or that is deemed irresponsible or unreliable, as so determined by Southwest Iowa Planning Council or Mills County in their sole discretion. Mills County reserves the right to reject any and all bids, and to waive any minor, non-material errors or irregularities as so determined. Due to the use of federal funds, the County will follow 2 CFR Part 200 Federal Procurement regulations.

Bid submittals will be first reviewed individually for qualification purposes. The factors outlined below will be the preliminary requirements for award consideration. Once contractor qualification and suitability has been determined, all Contractor submittals will be reviewed by Mills County. Mills County reserves the right to hire more than one contractor to complete all demolitions. The County reserves the right to seek a negotiated fee schedule or to make no formal selection at the end of the process. All expenses associated with response to this RFP are the responsibility of the responder. Mills County will enter into such contract as it shall deem to be in its best interest.

Any proposals of bids submitted without the expressed requirements of this request or submitted after the deadline will be rejected. A Contractor's submission of a bid constitutes their acceptance of the foregoing award methodology and their recognition and acceptance that the County will use this process to make a contract award.

All questions about this RFP are preferred in writing to Sandy Hansen, Southwest Iowa Planning Council, sandy.hansen@swipco.org.

Complete bid includes:

- Bid Signature Page (Attachment 2);
- List of Properties, Bid Tab (Attachment 3);
- Copy of the bidder's current Iowa Workforce Development Registration Certificate;
- Favorable references from past clients on projects of similar size and scopes that indicate that the bidder has the ability to carry out the services in a timely manner and provide the services as specified;
- Evidence of ability to meet the insurance requirements and bonding requirements;
 1. Commercial General Liability Insurance

I.	\$1,000,000	Bodily Injury and Property Damage-each occurrence
II.	\$2,000,000	General Aggregate
 2. Bonding Requirements - 100% of the contract price
- Non Collusion: By submitting a bid, the bidder certifies that the bid is submitted without prior knowledge of competitive prices, and the bid is in all respects fair and not subject to any collusion, fraud, or illegal action.

Submittal to be received via mail or email by September 18, 2020, at 9:00AM

Sandy Hansen, Housing Team Leader
Southwest Iowa Planning Council
1501 SW 7th Street, Atlantic, IA 50022
712-243-4196 ext 233 (phone), 712-243-3458 (fax)
Sandy.Hansen@swipco.org

Attachment 1: Scope of Work

Mills County owns and desires to demolish properties identified at Attachment 3. NOTE: property list is subject to change. All Asbestos containing material will be removed prior to demolition.

Scope of work to include:

Demolition Permit

- The Contractor must obtain a permit from the Mills County Building & Zoning **before** any demolition can begin. There is no fee for this permit.

Notice to Proceed

- The Contractor shall commence work as soon as reasonably possible, but not more than ten (10) calendar days passed from dates agreed to by all parties after receipt of the Notice to Proceed. Failure to commence significant work, as determined by Mills County in its sole discretion, shall be grounds for termination of the Contract. The Project shall be completed in its entirety by the stated end date of the executed Contract unless agreed to by all parties. Failure to complete the Project by the stated end date shall be grounds for termination of the Contract. The Project may be extended for reasonable cause upon mutual agreement of the parties.

General Demolition and Removal Requirements

- The Contractor understands that demolition and debris removal in the most expeditious manner is of utmost importance. The Contractor shall furnish all tools, equipment, labor and materials necessary for the demolition of the subject building and debris removal, to include any other structures remaining on the lot; all concrete, stone, brick, asphalt, or other flatwork, retaining walls and the like. ALL Foundations (house and out-buildings) to be cut to 2 feet below grade; a minimum of one hole to be punched in foundation floor if any remaining foundation is under 2 feet below grade. Any runoff or erosion shall be contained to the best of the contractor's ability.
- All wells must be capped.
- All septic system tanks must be removed.
- Necessary excavation: removal of all buildings, debris, and fences. FEMA stipulates the following protocols be followed pertaining to the protection of potential archaeological sites or artifacts on properties during demolition:
 - Demolition of the structure(s) is to be performed in a manner minimizing disturbance to adjacent ground surfaces. There is to be no grading of previously undisturbed soil. Care should be taken to avoid ruts when driving heavy equipment (including refuse dumpsters) on the property. Demolition should only occur on dry ground
 - HVAC units, florescent light fixtures, and similar hazardous items must be removed and disposed in the appropriate manner.
 - When possible, attempts to remove portions of the foundation at or below current grade should be made from within the basement or from directly on top of the foundation wall. Trenching or excavation alongside the outer perimeter of the foundation should be avoided or kept to a minimum (within approximately 2 feet) to lessen impacts to archaeological deposits (including, but not limited to historic-period builder's trenches and primary refuse).
 - If utility pipes, conduits, or other below-ground facilities are to be remove, excavation should be contained and otherwise limited as much as possible to

previously disturbed ground. Any unusual measures needed to prepare the site or that arise during the demolition process (such as tree removal, grading or construction of a temporary road) are to be communicated to FEMA. It is preferred that utilities are disconnected and capped, rather than removed through excavation.

- In the event that historic shaft features such as wells, cisterns, or privies are uncovered IHSEMD/FEMA/SHPO/OSA must be notified. These features should be filled or capped with clean material.
- Particular attention should be paid to limiting disturbance when removing cellar slabs. Monitoring needs to be particularly vigilant for the potential presence of deeply buried prehistoric archaeological deposits.
- FEMA will require that any fill used to cap the cellar hole and for ground restoration be obtained from a previously disturbed off-site source, and that no on-site grading of previously undisturbed soil shall take place.
- In the event that human remains are uncovered, work in the vicinity of the find will halt immediately and the area will be secured Under legislation provided in the Code of Iowa, Chapter 263B (<http://www.uiowa.edu/~osa/burials/statues.htm>) the Office of the State Archaeologist Burials Program (<http://www.uiowa.edu/~osa/burials/index.html>) must be notified immediately. IHSEMD/FEMA/SHPO are to be contacted through the proper channels. Exposed burials or other human remains are to be treated with sensitivity and respect.

PROPER STEPS TO TAKE IN CASE OF A DISCOVERY:

1. STOP ALL WORK!
2. Call Project Manager immediately: Alexis Fleener, 712-243-4196
3. Photos of the site should be taken for record keeping.
4. Contract SHPO-FEMA immediately.

Backfill – Finishing

- All building materials shall be removed. The basement hole, as well as any other excavations, holes, and abandoned cisterns on the demolition site shall be filled according to applicable State and County regulations. Backfill in lifts, compacting to industry standards and standard trade practices. A tillable layer of black topsoil (4-6 inches deep) must be spread over the demolition site to a uniform, natural grade consistent with established adjacent grades and providing proper drainage. Apply quality blue grass seed or approved mix per supplier's recommendations.

Debris Disposal

- By submitting a bid, the Contractor represents, acknowledges and warrants that it is familiar with all laws relating to disposal of demolition debris and materials discussed in this RFP and that it will comply with all federal, state, and local rules, laws, requirements, and ordinances pertaining to the disposal of these materials.
- The Contractor acknowledges and agrees that it shall be solely responsible for the removal, transportation, and disposal of all debris and other materials generated or arising from the Project, to include any and all liability, fees, fines, claims, etc. which may arise from the handling of any debris or other materials generated or arising from the project.

Securing the Site

- The Contractor shall take all necessary steps to secure the work site in a manner to prevent access by the general public. This shall include fencing around the perimeter of the site to ensure all debris/solid waste is captured and disposed in the appropriate manner
- There shall be no burning of debris onsite.
- There shall be no onsite fuel storage for the equipment.

Demolition monitor

- A demolition monitor will be onsite to: document the demolition removal process; ensure that the contractor abides by the specifications contained in the executed contract; enforce archeological requirements for the cessation of work if human remains or artifacts are unearthed (minimal soil disturbance at the site is mandated); and protect the workers and public.

Utility Locate

- The contractor shall be responsible for One Call utility location.

Utility Disconnects

- Mills County shall be responsible for disconnection of all utility services, to include but not limited to, electricity, natural gas, cable television, phone and internet services.
- Disconnecting and capping water and sewer lines will be completed by the contractor.

Daily Cleanup

- The Contractor shall, to the best of their ability, clean the work site on a daily basis. All pieces, parts, scraps, debris, rubbish, wood or other material generated by the demolition shall to the best of the Contractor's ability be cleaned up and placed in truck beds/dumpsters/trailers, etc. on a daily basis.

Invoicing/Payment Processes

- Payment shall be made upon the completion of demolition of each property. Contractor should submit invoice, landfill receipts and lien waivers to Southwest Iowa Planning Council. Payment will be made upon approval of the work by Mills County.

Attachment 2: Bid Signature Page

The undersigned bidder, having examined the documents contained in the REQUEST FOR BIDS DEMOLITION PROGRAM issued by Southwest Iowa Planning Council for Mills County, and understanding that any resulting awarded contract will be based on firm-fixed pricing, and that no pricing adjustment will be authorized regardless of the Contractor's actual costs to perform the contract, to include but not limited to any and all costs for labor, materials, equipment, licenses and permits, fuel, and tipping fees, hereby submits this bid. Bid shall be irrevocable and binding for 36 months.

SUBMITTING FIRM

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Iowa Contractor's Registration Number: _____

Printed Name of Authorized Representative: _____

Signature of Authorized Representative: _____

Attachment 3: Property List – Bid Tab (subject to change)

PROPERTY ADDRESS	DEMOLITION BID AMOUNT
58540 195th St, Pacific Junction, 51561	
17541 Kane Ave, Pacific Junction 51561	
62946 195th St, Pacific Junction 51561	
18738 Jardine Ave, Pacific Junction 51561	
17571 Kane Ave, Pacific Junction 51561	
57796 197th St, Pacific Junction 51561	
59212 180th St, Pacific Junction 51561- <i>foundation only</i>	
59432 180th St, Pacific Junction 51561	
21111 Kane Ave, Pacific Junction 51561	
17605 Kane Ave, Pacific Junction 51561	
60967 194th St, Pacific Junction 51561	
56630 180th St, Pacific Junction 51561	
60170 Karns Rd, Pacific Junction 51561	
59916 210th St, Pacific Junction 51561	
60212 Karns Rd, Pacific Junction 51561	
58062 195th St, Pacific Junction 51561	
60418 Karns Road, Pacific Junction 51561	
56632 180th St, Pacific Junction 51561	
60354 Karns Rd, Pacific Junction 51561	
61538 195th St, Pacific Junction, 51561	
61363 195th St, Pacific Junction 51561	
60500 Karns Rd, Pacific Junction 51561	
61459 195th St, Pacific Junction 51561	
19535 Ingraham Ave, Pacific Junction 51561	
18049 Gaston Ave, Council Bluffs 51503	

59464 190th St, Pacific Junction 51561	
54820 195th St, Pacific Junction 51561	
17757 Kane Ave, Pacific Junction 51561	
18146 Hammond Ave, Pacific Junction 51561	
59951 210th St, Pacific Junction 51561	
20112 Hemford St, Pacific Junction 51561	
60965 194th St, Pacific Junction 51561	
60110 Karns Rd, Pacific Junction 51561	
19610 Ingraham Ave, Pacific Junction 51561 - <i>foundation and out-buildings only</i>	
20542 Jinkins Ave, Pacific Junction 51561	
18078 Hammond Ave, Pacific Junction 51561	
60014 Karns Rd, Pacific Junction, 51561	
17691 Kane Ave, Pacific Junction 51561	
17175 Lambert Ave, Pacific Junction 51561	
60546 Karns Rd, Pacific Junction 51561	
60301 Karns Rd, Pacific Junction 51561	
61295 195th St, Pacific Junction 51561	
17661 Kane Ave, Pacific Junction 51561	
64625 195th St, Pacific Junction 51561- <i>foundation only</i>	
20244 Jinkins Ave, Pacific Junction 51561	
57704 175th Street, Pacific Junction 51561 – <i>foundation & out-buildings only</i>	
57630 175th St, Pacific Junction 51561	
59950 210th St, Pacific Junction 51561	
19740 Ingraham Ave, Pacific Junction 51561	
67729 195th St, Pacific Junction 51561	
17690 Kane Ave, Pacific Junction 51561	
65001 195th St, Pacific Junction 51561	
58504 195th St, Pacific Junction 51561	
17751 Jardine Ave, Pacific Junction 51561	

57237 175th St, Pacific Junction 51561	
59283 205th St, Pacific Junction 51561	
57349 175th St, Pacific Junction 51561	
19315 Lambert Ave, Pacific Junction 51561	
20813 Kelting Ave, Pacific Junction 51561	
61997 215th St, Pacific Junction 51561	
20999 Lambert Ave, Pacific Junction 51561	
62453 195th St, Pacific Junction 51561	
57590 175th St, Pacific Junction 51561	
17487 Hammond Ave, Pacific Junction 51561	
60584 194 th St, Pacific Junction 51561	
57728 197 th St, Pacific Junction 51561	
20316 Paddock Ave, Pacific Junction 51561	
21598 Jinkins Ave, Pacific Junction 51561	
18067 Hammond Ave, Pacific Junction 51561	