

BUILDING DEMOLITION AT

FORMER STURGIS TECHNOLOGIES BUILDING

617 S. JEFFERSON STREET

STURGIS, MICHIGAN 49091

NOVEMBER 2, 2017

Prepared For: CITY OF STURGIS

130 N. Nottawa

Sturgis, MI 49091

- **Pre-Bid Meeting at the subject property on November 9, 2017 at 9: 00 am.**
- **Questions will be answered at the Pre-Bid Meeting.**
- **Additional questions after the Pre-Bid Meeting must be submitted in writing by 5:00 p.m. November 10, 201 7.**
- **Sealed Bids shall be submitted no later than the bid opening 4:00 pm November 20, 2017 via mail or delivery.**

1. Project Site Location

Former Sturgis Technologies
617 S. Jefferson Street
Sturgis, Michigan

2. City of Sturgis Contact

Dan Root—Facilities Manager
130 N. Nottawa Street
Sturgis, MI 49091
Phone: 269-659-7238
Email: droot@sturgismi.gov

3. Site Information

The site is a vacant industrial building. The existing building is approximately 7,300 square feet. The interior has some offices, restrooms and a large portion of the building is warehousing/manufacturing area. The exterior walls are of masonry construction. The exterior has concrete slabs, sidewalks, existing trees, shrubs, and some debris that will need to be removed during the demolition project. The specified site restoration activities will be performed to prepare the site for its next use, which will be returned to yard.

The requested services for the subject bid will include the following tasks:

- Asbestos Abatement
- Universal Waste Removal
- Drum/Chemical Container Removal
- Building/Structure Demolition, including utility disconnects, foundation removal, removal of subgrade utilities and materials, utility disconnects, etc.
- Concrete slab and parking area.
- Removal of exterior miscellaneous debris and removal of trees
- Site restoration: Include screened topsoil that meets or exceeds ASTM D5268 specifications and grass seeded and rolled when weather conditions permit.

It is the intent of the City of Sturgis to have a clear site with all structures and debris removed.

All work described in these Specifications will be coordinated through and performed under the supervision of the City of Sturgis.

4. Pre-Bid Meeting, Statement of Qualifications, Hazardous Building Materials Report

A Pre-Bid Meeting will be held at the subject property on November 9, 2017, at 9:00 a.m. EST. Attendees can participate in a guided tour of the structure and be allowed additional time for an unescorted walkthrough.

Contractors will present a Statement of Qualifications for their company and subcontractors that satisfies the requirements of Attachment B: Statement of qualifications at the time of the pre-bid meeting or with their bid response .

Note: A Hazardous Materials Building Survey for Asbestos and Universal Wastes has been completed for **the site. To obtain a copy of the report, call Dan Root City of Sturgis Facility Manager. It will also be** available at the Pre-Bid Meeting. The report will indicate the presence, location, and quantity of observed asbestos-containing materials and universal wastes that will require special handling and/or disposal practices. ***Successful bidder will be responsible for abating and disposing of any additional asbestos that may be discovered prior to or during demolition.*** Based on the age of the building, it should be assumed that lead-based paint is present in the structure, which requires appropriate certifications and handling.

Questions will be answered at the Pre-Bid Meeting. If there are additional questions after the Pre-Bid Meeting, they must be submitted in writing to: Dan Root, Facilities Manager, City of Sturgis at droot@sturgismi.gov by 5: 00 p.m. November 10, 2017. All responses will be disseminated to all parties who attend the pre-bid meeting.

5. Description of Services: Abatement of Hazardous Materials, Building Demolition, Debris Removal and Site Backfill

The successful bidder will provide a competitive, sealed bid for all mobilization, labor, equipment, and materials for the demolition and off-site disposal (or recycling) of the following items:

- One, approximately 7,300 square foot 1-story industrial building and associated concrete slabs and foundations;
- All other concrete structures, sub-grade utilities, concrete slabs.
- Removal and proper handling of miscellaneous debris, garbage, trees and shrubs located on the grounds.

Prior to demolition, the selected contractor will abate and remove any Asbestos-Containing Materials (ACMs) and remove and recycle (where appropriate) any universal wastes including fluorescent bulbs, ballasts, mercury switches and thermostats etc. as identified in the Hazardous Materials Building Materials Report. Based on the age of the building, it should be assumed that lead-based paint is present in the structure and requires appropriate certifications and handling.

Therefore, the contractor shall conduct all demolition activities in accordance with the Michigan Lead Exposure in Construction Standard. The contractor shall comply with all Requirements and Specifications related to this task as presented in Attachment A: Requirements and Specifications of this document.

The selected contractor will prepare and provide a Hazardous Materials Work Plan prior to initiating the demolition activities that identifies any subcontractors and all methods, procedures and offsite facilities that will be utilized to manage and dispose of hazardous materials including asbestos, lead-based paint, dust and universal wastes as described in Attachment A: Requirements and Specifications of this document. Demolition activities shall not be initiated until the Hazardous Materials Work Plan is accepted by the City of Sturgis.

Contractor shall insure that all utilities have been properly cut, capped and/or de-energized, as appropriate, prior to proceeding with demolition activities. The City of Sturgis has disconnected electrical services; however, the Contractor must verify that this has been completed prior to the start of demolition. The Contractor will cut and cap the water, sewer and natural gas at the property line and remove all other on-site components. Contractor shall terminate and disconnect any additional utilities such as phone, fiber, cable, etc. A visual inspection of all disconnects shall be performed by the City of Sturgis or its representative prior to the contractor backfilling the excavations. A demolition permit is required. Please obtain a permit application from the City of Sturgis Community Development Department.

Demolition will include the dismantling and offsite removal of the entirety of the one-story structure including contents, foundations, floors, etc. Excavations will be backfilled with clean, compactable, granular material (sand) and topped with screened top soil and entire site properly seeded with grass.

Any concrete associated with the building, sidewalks on site, and exterior slabs, will be removed.

The contractor is responsible for any traffic control and/or signage that may be required for this project in accordance with the City of Sturgis requirements.

Contractor shall remove all existing shrubbery and trees and comply with specified site restoration.

The contractor shall comply with all specifications related to this task as presented in *Attachment A: Requirements and Specifications of this document.*

6. **Examination of Documents and Site**

Bids must be in accordance with this Bid Specification document including all attachments. Bidder is responsible for reviewing these documents, investigating applicable regulatory requirements pertinent to the proposed work, and inspecting the site. Bids shall include all costs incurred in complying with the requirements of this Bid Specification document, applicable regulatory requirements, and in addressing all site conditions and constraints.

Items and specifications that are necessary to complete the requested services, but may have been omitted from this Bid Specification Document, should be included by the bidder.

Bidder must respond to all of the data requested. Failure to provide all of the data required may result in rejection of Bid.

Questions will be answered at the Pre-Bid Meeting. If there are additional questions after the Pre-Bid Meeting, they must be submitted in writing to: Dan Root, Facilities Manager, City of Sturgis at droot@sturgismi.gov by 5: 00 p. m. November 10, 2017. All responses will be disseminated to all parties who attend the pre-bid meeting.

7. **Type of Contract**

The successful bidder shall execute a contract with the City of Sturgis for the price per the attached Bid Form.

EMAILED OR FAXED BIDS WILL NOT BE ACCEPTED.

Bids received after the Due Date will be returned, unopened, to the Bidder.

Dan Root—Facilities Manager

City of Sturgis, Administrative Services 130 N. Nottawa Street

Sturgis, MI 49091

Phone: 269-659-7238

Email: droot@sturgismi.gov

Bids must be submitted as described under Section 6 - Description of Services. The bidder may include other lump sum or unit costs that are deemed necessary to complete the project. Bids shall be completed in ink or typed on the following Bid Form. A bid submitted on other than these forms may be rejected.

Discrepancies between the indicated sum of any column of numerals and the correct sum, or between the indicated multiple of a unit price and the correct multiple, will be resolved in favor of the correct sum or multiple.

The City of Sturgis reserves the right to reject any and all proposals and to waive informalities therein to determine which is the most acceptable bid and to negotiate contract terms with the apparent successful bidder. Bids will be evaluated on the basis of quoted cost, number of days necessary to complete the work, qualifications as well as other financial and performance criteria of the Bidder.

The successful bidder will complete a Contract with the City of Sturgis. This completed bid package along with all attachments and addendums will represent the entire agreement and contract between the City of Sturgis and the selected contractor. Final award of a contract will be predicated on finalization of a complete contract with the City of Sturgis and approval of the Contractor.

9. **Work Schedule**

The contractor shall commence the work as soon as practical once the contract is awarded. **All work shall be completed on/or before December 31, 2017 unless an alternate schedule is approved by the City of Sturgis.** If the contractor is delayed at any time in progress of the work by changes ordered in the work, fire, abnormal or adverse weather conditions not reasonably anticipated, or by other causes which the City of Sturgis determines may justify the delay, then the contract time shall be extended for such reasonable time as the City of Sturgis may determine.

10. **Insurance**

The contractors will be required to meet minimum insurance requirements including a comprehensive general liability policy with a minimum limit of \$1,000,000 per occurrence; automobile liability insurance with a minimum limit of \$1,000,000 per person per occurrence; asbestos and pollution liability with a minimum limit of \$1,000,000; worker's compensation insurance; and any additional insurance as may be required by applicable laws, ordinances or governmental orders, rules, and regulations. The contractor and each subcontractor shall provide at its own cost any additional insurance which is required by law or which it considers necessary to conduct the requested services.

The contractor agrees to name the City of Sturgis, as an additionally insured party on its Comprehensive General Liability and Pollution Liability insurance policies. Insurance certificates shall be submitted to the City of Sturgis upon award of this contract.

11. **Performance and Labor and Material Bonds**

Performance and Labor and Materials Payment Bonds will be required for this project. Contractor must provide a letter with their bid from a Surety licensed to do business in the State of Michigan stating that the Contractor is able to obtain Performance Bonds, and Labor and Material Payment Bonds, for one hundred percent (100%) of the Base Contract amount. Contractor will include the cost of the Performance and Labor and Materials Bonds as a separate line item in their bid.

12. **Submittals**

The following documents must be submitted with the bids.

- Completed Bid Form

- Letter from Surety demonstrating bidder is bondable
- Statement of Qualifications
- Equal Opportunity Statement

13. **Bid Form**

Bidder's Representations and Acceptance of Contract Conditions

The undersigned bidder, having read and examined this entire Bidding Document dated November 2, 2017 and any and all other documents related to the project including the following attachments and/or addendums:

Attachment/Addendum No.

Date

Other:

Other:

Hereby proposes to complete everything required to be performed in strict conformity with the requirements of this Bidding Document, including but not limited to all local, state, and federal rules and laws and to provide and furnish all equipment, labor, and materials necessary to complete in a professional manner all required services as set forth herein for the cost as stated below. The bidder has visited the Site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work. The bidder has carefully studied the information provided in the Bidding Documents, as well as information gained from thoroughly touring the project site.

The bidder is familiar with and is satisfied as to all laws and regulations that may affect cost, progress, and performance of the Work.

The bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.

The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

The bidder proposes and agrees, if this bid is accepted, to enter into a contract with the City of Sturgis and to perform and complete all of the work for the bid price and within the scheduled time specified. Bidder's terms or conditions, which may be submitted with this bid, shall have no effect. In affixing signatures hereon, the bidder acknowledges that he/she has visited the site and carefully examined the Bidding Documents and considered all factors affecting the work,

including items and specifications that are necessary to complete the requested services but that may be absent from the Bid Document.

The undersigned bidder hereby declares that the following list states any and all additions, variations and exceptions to the requirements of the Bidding Documents and that it is the intent of this Bid that the work will be performed in strict accordance with such requirements except as fully delineated below.

The undersigned bidder hereby declares that the following list includes any and all subcontractors that are incorporated in the performance of the work and that the work will be performed by the subcontractor in strict accordance with the requirements stated herein.

Subcontractor(s) Name

Address

BID FORM FOR BUILDING DEMOLITION AT 617 S. JEFFERSON STREET, STURGIS, MICHIGAN

<u>Item</u>	<u>Cost</u>
A. Abatement of Hazardous Materials; Universal Waste Removal; Building/ Structure Demolition and Removal	\$
<hr/>	
<u>Item</u>	<u>Cost</u>
B. Performance and Labor and Materials Bonds	\$
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<u>TOTAL BID</u>	\$
<hr/>	

All lump sum and/or unit costs provided above shall remain in effect until satisfactory completion of the project. Written Change Orders will only be authorized by the City of Sturgis and shall be requested prior to implementation of any additional service that must be conducted to accomplish the requested services. Change Orders will only be authorized for conditions that would have not been reasonably expected to have been encountered. Bidder accepts all of the Terms and Conditions of this Bid Document and the contract with the City of Sturgis.

It is anticipated, a Bid selection/contract will be awarded immediately following City Commission approval on November 20, 2017. The undersigned will commence filing required notices, permits, etc. immediately once the contract is awarded and all work activities shall be completed on/or December 31, 2017 unless an alternate schedule is approved by the City of Sturgis.

The contractor shall submit one invoice upon satisfactory completion of the project.

I hereby state that I have authority to submit this Proposal on behalf of the undersigned. I hereby state that I have not communicated with, nor accepted anything of value from, any official or employee of the City of Sturgis regarding this Request for Bids.

This Bid is Presented By:

Company Name

Authorized By [Printed Name/Title]

Authorized Signature

Date

The following will be completed by the City of Sturgis.

This Bid is Accepted By: _____

Date: _____

Signature _____

Date: _____

ATTACHMENT A
REQUIREMENTS AND SPECIFICATIONS

REQUIREMENTS AND SPECIFICATIONS

A. General Requirements of Contractor

- a. The Contractor shall comply with all Federal, State, and local laws; regulatory requirements; codes; and recommended industry practices, including ordinances and building regulations, employment, occupational health and safety regulations, including but not limited to:
 - American National Standards Institute
 - American Society for Testing and Materials
 - National Electric Code
 - Occupational Safety and Health Administration
 - State and local zoning and building codes
- b. The Contractor shall obtain all necessary licenses and permits; conduct all necessary inspections and submit any required regulatory notifications. Permitting may include but are not limited to Demolition Permits, Right of Way Permits, City and Township Permits, and Soil Erosion and Sedimentation Control Permits. The contractor shall make all required notices to regulatory agencies as they apply to their work activities including but not limited to NESHAP Notification of Intent to Demolish.
- c. Contractor will be required to provide copies of all certifications, notifications, permits, and other documentation as required in this section and throughout this bid document to City prior to and during project implementation as applicable.
- d. As necessary, the Contractor shall provide a full-time site supervisor who is experienced in the performance of asbestos abatement, building demolition, disposal procedures, and protective measures for personnel, etc. This person is the contractor's representative responsible for compliance with all applicable federal, state, and local regulations. The supervisor must have completed the appropriate training commensurate with the applicable regulations for this project.
- e. All work shall be performed by properly trained and equipped Contractor personnel. Work activities involving potential contact with hazardous materials shall be conducted by Contractor personnel that have completed all appropriate and required OSHA/MIOSHA training and medical surveillance (as necessary).
- f. The Contractor shall install and maintain reflective barricades around the work areas to ensure the safety of vehicles and persons during the implementation of this Description of Services and until final inspection and approval has been given by City.
- g. The Contractor shall obtain all necessary approvals for transportation, removal, disposal and/or recycling of debris, waste (hazardous and non-hazardous) and other materials, as necessary. This shall include obtaining and utilizing appropriate waste stream identification numbers and manifests.
- h. The Contractor is responsible for contacting Miss Dig (1-800-482-7171) a minimum of three working days prior to work start to provide site clearance for public underground utilities prior to initiating any site activity. The contractor will be responsible for locating

and capping/repairing any unmarked private services that may be situated in the vicinity of the demolition area (e.g., sewers, drains, electrical and water lines).

- i. Occupied buildings located immediately adjacent to the subject site on the north side of the property will continue to be occupied during the completion of the requested services. The Contractor will make every effort to minimize inconvenience with these properties, which includes conducting work during reasonable hours of the day.

2. Utilities

The contractor shall be responsible to notify all utilities having service connections within or to the buildings, such as but not limited to gas, water, electric and sewer. All subsurface utility service connections and any pertinent equipment, such as meters and regulators and piping will be sealed or capped in a safe manner as necessary. The Contractor will cut and cap the natural gas, water and sewer at the property line and remove all other on-site components. A visual inspection performed by the City of Sturgis or its representative will be required prior to backfill. The contractor shall bear any and all costs in connection with the termination of any and all utilities, and permits.

3. Site Security – Barriers And Enclosures

- A. It is the contractor's responsibility to provide and enforce compliance with any measure to protect the health and safety of all personnel and visitors to the job site.
- B. The Contractor shall furnish, install, and maintain as long as necessary and remove when no longer required adequate barriers, warning signs, and lights at all hazard points throughout the Work for protection of property, workers, and the public.
- C. Street Barricades: The Contractor shall erect and maintain all necessary street barricades, signal lights, and lane change markers during periods that traffic lanes are closed for operations. There shall be full compliance with rules and ordinances respecting such street barricading. All devices shall be removed when the hazards are no longer present. All street barricades shall meet the requirements of the Michigan Department of Transportation, State of Michigan, St. Joseph County, City of Sturgis, and local governing authorities for work in the right-of-way. The Contractor shall be responsible for costs associated with any necessary permits
- D. If existing fencing or barriers are breached or removed for purposes of the Work, the Contractor shall provide and maintain temporary security fencing equal to the existing in a manner satisfactory to the local or state representative.
- E. Security measures taken by the Contractor shall be adequate to protect the Work.

4. **Traffic Control**

- A. Contractor shall maintain and protect traffic on all affected roads throughout the construction period. Measures for the protection and diversion of traffic include but are not limited to the following: provision of watchman and flag men, erection of barricades, placing of lights around and in front of equipment and the work, erection and maintenance of adequate warning signs such as danger and direction signs. The aforementioned measures shall be as required by the State of Michigan, St. Joseph County, City of Sturgis, and local authorities having jurisdiction. The traveling public shall be protected from damage to person and property. The Contractor's traffic on roads selected for hauling material to and from the site shall interfere as little as possible with public traffic. The Contractor shall investigate the adequacy of existing roads and the allowable load limit on these roads. The Contractor shall be responsible for the repair of any damage to roads, streetscapes and sidewalks caused by construction operations. The Contractor shall minimize public road impacts from construction operations.
- B. No mud tracking or mud matting will be allowed on any public street. Public streets will be inspected daily and appropriate cleaning/sweeping measures will be employed daily and additionally as necessary.

5. **Dust Control/Storm Water Control**

The Hazardous Materials Work Plan prepared under Section 5: A. Building/Structure Demolition and Asbestos Abatement shall include specifications for dust control and air monitoring. Dust control and air monitoring shall conform to all local, regional and state requirements for demolition and include but not be limited to the following practices and specifications:

- A. The contractor shall employ generally accepted methods of air and dust control on the site including engineering controls and misting operations to prevent the visible emissions of dust and migration of airborne materials off site. Use of water will not be permitted when it will result in, or create hazardous or objectionable conditions such as ice, flooding, pollution, or electrical shock.
- B. Any stockpiles of demolition debris or excavated soil that may generate dust at the site shall be covered with a plastic sheet, if necessary.
- C. The Contractor shall provide the means, methods, and procedures necessary to collect, remove, and dispose of construction water produced as a result of demolition, and storm water during the project duration. In addition, the Contractor shall furnish, operate, and maintain equipment for the control, collection, and disposal of the construction water. Damages arising from the Contractor's inability to properly control construction and storm water shall be repaired by the Contractor at no additional cost to the Owner. Temporary storage areas for potentially contaminated water shall be approved by the City. Manholes, vaults, reservoirs, pits, and cavities shall be protected

from water infiltration from the Contractor demolition efforts and storm water using silt fencing, sand bags, or a method approved by the City. The Contractor shall be responsible to obtain all appropriate Federal, State, and Local permits.

6. **Building Demolition**

All demolition and removal work shall be performed in compliance with the 29 CFR 1926.62, Lead Exposure in Construction. The Contractor shall be responsible for preventing mixing of non-hazardous debris and waste materials with regulated hazardous materials, so as to prevent increasing the volume of hazardous material by contact.

A. **Electrical Disconnection**

The Contractor shall verify that on site electrical wiring entering all structures to be demolished or in close enough proximity to be damaged by the demolition operations has been disconnected and/or de-energized prior to proceeding with demolition operations. The Contractor shall coordinate with the City of Sturgis for any necessary relocation of utilities and be responsible for any associated fees or expenses.

B. **Water Disconnection**

The Contractor shall verify that the municipal water supply has been properly cut and capped at the property line as required by the City of Sturgis. All other on-site components will be removed. Contractor shall allow inspection of capped lines by City prior to backfilling excavation.

C. **Sewer Disconnection**

The Contractor shall locate and bulkhead all sewer connections from the building structure prior to proceeding with demolition. Service disconnects shall be performed in accordance with the Sewerage Standards of the local governing municipality. Sewer lines should be cut and capped at the property line and Contractor shall allow inspection of capped lines by City prior to backfilling excavation.

D. **Gas**

The Contractor shall verify that there are no active underground on site gas lines/mains entering any structure to be demolished or in close enough proximity to be damaged as a result of the demolition operations. Any such line shall be disconnected and capped prior to proceeding with demolition operations. The Contractor shall coordinate with the utility companies for any necessary relocation of utilities and be responsible for any associated fees or expenses.

E. **Telephone and Cable Disconnection**

The Contractor shall verify that there are no active telephone or cable utilities entering any structure to be demolished or in close enough proximity to be damaged as a result of the demolition operations. An overhead telephone line exists and is connected to the southwest

corner of the building. Any such line shall be disconnected prior to proceeding with demolition operations. The Contractor shall coordinate with the local telephone and cable companies for any necessary relocation of utilities and be responsible for any associated fees or expenses.

F. Asbestos Abatement

A Hazardous Materials Building Survey for Asbestos and Universal Wastes has been completed for the site. To obtain a copy of the report, call the City of Sturgis Administrative Services. Copies of the report will also be available at the Pre -Bid Meeting on November 9, 2017. The report will indicate the presence, location and quantity of asbestos-containing materials and universal wastes that will require special handling and/or disposal practices. The quantities provided in the Hazardous Materials Building Report will be estimated. It is the Contractor's responsibility to verify quantities. No adjustment to abatement costs will be permitted based on the Contractor's failure to adequately establish the quantities of asbestos containing materials on the site.

The Contractor shall be required to furnish all labor, materials, employee training, services, insurance and equipment necessary to carry out the removal and disposal of all asbestos-containing materials (ACM) and debris in the areas that will be described in the Hazardous Materials Building Report.

By submitting a bid, the Contractor acknowledges that they have investigated and satisfied themselves as to the conditions that affect the Work including but not limited to the access to water, electricity and other utilities, the character and quantity of ACMs to be abated, and the relative difficulty of the removal and disposal operation. Any failure of the Contractor to be acquainted with the available information will not relieve them of the responsibility of estimating properly the difficulty or cost of successfully performing the work.

It shall be the Contractor's responsibility to assure that all related asbestos abatement activities are conducted by an Asbestos Abatement Contractor licensed in the State of Michigan having knowledgeable personnel with appropriate medical surveillance, who are qualified and trained in asbestos removal and disposal, and in subsequent cleaning of the work area. The Asbestos Abatement Contractor shall have established and implemented a respiratory protection program for employees working directly with asbestos-containing material and wastes. The abatement contractor shall have appropriately trained and accredited competent personnel. All asbestos abatement workers shall be trained and certified in accordance with the training requirements as specified by USEPA requirements at 40 CFR Part 763, Sub-part E, Appendix C and as well as those outlined by AHERA, EPA Model Accreditation Plan (MAP), and the State of Michigan 1998 PA 440, as amended.

The contractor shall ascertain and ensure, through onsite supervision, that all asbestos related work is conducted in accordance with OSHA Asbestos Standard For Construction, 29 CFR 1926.1101 - Part 602, (d)(5), NESHAPs – 40 CFR Part 61, Subpart M, DEQ-LARA-PA135, 1996, as amended and other applicable state and local regulations governing asbestos abatement.

The Contractor shall ensure that necessary permits, licenses, plans and fees for asbestos abatement activities are completed. The Contractor shall ensure that the project notification form (Notification of Intent to Renovate/Demolish, MIOSHA-CSH 142) as required under MIOSHA by the DEQ and LARA is submitted at least 10 working days in advance of the commencement of asbestos abatement activities. The Contractor shall provide proof of this notification to the City prior to initiating abatement activities.

The contractor shall ensure that access to the regulated area is appropriately restricted. The contractor shall provide for the safety of all persons having access to the work area to ensure that any person having access to the work area has any required asbestos awareness training.

The contractor shall ensure that work practices and engineering controls are used to prevent visible emissions before, during and after asbestos abatement and demolition utilizing appropriate wet methods and negative pressure enclosures as necessary.

The contractor shall ensure that appropriate personal exposure monitoring is conducted during the abatement activities to document exposure to airborne asbestos fibers as required the OSHA Asbestos Standard for Construction. Background and Perimeter Airborne Fiber Monitoring and Work Area Airborne Fiber Counts Air monitoring shall be conducted to monitor faults in the work area isolation procedures.

The contractor shall ensure that all wastes are properly labeled and stored and disposed properly.

The contractor shall ensure that the demolition workers wear respirators and personal protective clothing as necessary and that appropriate means of decontamination are available as necessary for abatement workers.

Note: Post abatement (clearance) air monitoring will be the responsibility of the contractor and completed by a competent third-party contractor in accordance with PA 135 of 1986. Asbestos abatement and decontamination of the work site shall be considered complete when all work area clearance air monitoring samples exhibit fiber concentrations of less than or equal to 0.01 fibers per cubic centimeter of air collected.

This demonstration by the contractor will be required prior to the start of demolition.

The contractor shall provide copies of all documentation, i.e., manifests, disposal tickets, bills of lading, etc. to the City within 48 hours of disposal of materials.

The contractor shall ensure that all reports including but not limited to the NESHAP Waste Shipment Record is submitted to the appropriate agency within the regulatory time frame.

G. **Hazardous and Non-Hazardous Materials**

A Hazardous Materials Building Survey for Asbestos and Universal Wastes has been completed for the site. To obtain a copy of the report, call the City of Sturgis Administrative Services. Copies of the report will also be available at the Pre-Bid Meeting on November 9, 2017 at 9:00 a.m. EST. The report will indicate the presence, location and quantity of asbestos-containing materials and universal wastes that will require special handling and/or disposal practices.

The Contractor shall provide all labor, materials, insurance, equipment, transportation, packaging, sampling, and testing, incidentals and manifesting required to properly remove and dispose/recycle of any hazardous and non-hazardous materials that may remain at the site at the time of demolition activities and as identified in the Hazardous Materials Building Report. The hazardous contaminated materials shall be handled in accordance with all applicable State and Federal Hazardous and Non-Hazardous Waste Codes.

Any other potentially hazardous or contaminated materials which are discovered during the demolition and removal operations shall immediately be brought to the attention of the City of Sturgis.

The contractor shall obtain all licenses, permits, certifications, receipts, etc., and conduct all removal, transportation and disposal work associated with hazardous liquids or fluids in accordance with all local, state and federal laws, regulations, codes and ordinances. Health and safety regulations relating to the removal, transportation and disposal of hazardous wastes shall be complied with at all times.

The Contractor will provide notification to the City of Sturgis of the selected disposal site for all wastes generated from this project prior to disposal. Additionally, copies of all documentation (i.e., manifests, dump tickets, bills of lading, etc.) will be provided to the City of Sturgis within 48 hours of disposal of materials.

H. **Above Ground Storage Tank (AST) Recycling/Drum & Chemical Container Removal**

An empty approximately 275-gallon steel above ground storage tank (AST) formerly containing heating oil is located adjacent to the southwest corner of the building. The contractor shall remove and recycle the AST. Any remnant fluid or residuals in the bottom of the tank shall be appropriately disposed prior to recycling of the AST.

Several dozen chemical containers ranging in size from 55-gallon drums (steel and plastic) to 1-gallon cans of paint are present throughout the building. Select containers have residual fluids and select containers are in deteriorated condition. All chemical containers shall be removed from portions of the building subject to active demolition. Containers may be temporarily relocated and staged within portions of the building not subject to active demolition. Chemical containers in deteriorated condition with residual fluids will be over-packed or otherwise secondarily contained to preclude spills/leaks during handling. Contractor is responsible for the

proper characterization of the wastes, securing approvals for disposal at properly licensed and appropriate facilities, packaging of wastes, labelling of waste, transportation, and documentation of disposal.

Subsequent to building demolition if any containers are to remain temporarily on site, they shall be staged within a box trailer or temporary structure that provides adequate secondary containment. The containers shall be staged within the storage unit(s) in an orderly fashion and segregated by compatibility and in a manner that permits reasonable access for inspection.

I. **Lead (Metal)-Bearing Paints or Coatings**

Based on the age of the building, it should be assumed that lead-based paint is present in the structure and requires appropriate certifications and handling. Therefore, the contractor shall conduct all demolition activities in accordance with the Michigan Lead Exposure in Construction Standard. All workers shall have Lead Awareness Training, as necessary.

J. **Debris Disposal**

All concrete slabs, foundations, concrete pads, pits, vaults, and sumps shall be demolished and removed completely from the ground.

The buildings and structures are required to be demolished and removed and all miscellaneous inert debris, waste, and unsatisfactory materials resulting from this work shall be removed from the site, unless otherwise specified. All disposal shall conform to Federal, State, and local requirements.

7. **Backfill and Compaction**

Any deep excavations may be backfilled with appropriate materials. Upon completion of the project, the entire site shall be finish graded to neighboring properties and City of Sturgis right of way and finished with a layer of clean top soil and properly seeded with grass. The backfill material shall consist of approved materials in sufficient volume to restore the site to its original grade. Backfill material shall be capable of being compacted to 95% of Standard Proctor Density. Backfill material must be free of trash, debris, roots, and other organic matter, or stones larger than three (3) inches in any dimension. Satisfactory materials shall be placed in horizontal layers and adequately compacted so that differential settling is minimal.

Remove and properly dispose of all excess clean soils, asphalt/concrete and debris from the site in accordance with applicable regulations.

8. **Cleaning**

- A. Regular Cleaning: During demolition activities, the site shall be maintained in an orderly manner. Debris, rubbish, and waste material generated by the Contractor shall be removed from the work site daily and more frequently if such material becomes a hazard. No discarded material shall be deposited on the grounds unless it is staged for disposal.
- B. Final Cleaning: The Contractor shall clean all of the Work and existing surfaces, building elements, roadways and contents that were soiled by the operations and make repairs for any damage or blemish that was caused by the work. All construction debris generated on site shall be completely removed from the site.

9. **Project Completion**

- A. The Contractor will submit written notification to the City of Sturgis that the project is substantially complete. The Contractor shall submit guarantees and statements, other warranties, all manifests and weight tickets not previously submitted, laboratory analytical data, compaction testing results, air monitoring reports not previously submitted, and other applicable documentation to the City of Sturgis.
- B. A post demolition and removal inspection of the site shall be conducted by the City of Sturgis with the Contractor. Deficiencies identified during the inspection shall be rectified at no added expense to the Owner.
- C. Upon correction of identified deficiencies, if any, the City of Sturgis will schedule a Project Close-Out Meeting with the Contractor and the Owner. Prior to this meeting, the Contractor will provide to the City of Sturgis:
 - Contractor's Affidavit of Payment of Debts and Claims
 - Contractor's Affidavit of Release of Liens
 - A final Statement of Account, reflecting all adjustments, including:
 - 1. Original contract sum
 - 2. Additions and deductions resulting from:
 - a) Previous change orders
 - b) Work not performed and other adjustments
 - c) Deductions for uncorrected work
- D. Upon receipt of request for final payment, the City will review the request to determine if the project is substantially complete. If so determined, the City of Sturgis will process final payment request within seven calendar days of receipt, or provide the Contractor with written notice stating why the request was not approved.

ATTACHMENT B
STATEMENT OF QUALIFICATIONS

Statement of Qualifications

Contractor shall provide a Statement of Qualifications for contractor and all subcontractors inclusive of the following information

1. Contractor's Name and Address:

2. Experience Modification Rate (EMR) Number Current and previous two years:

3. Standard Bonding Capacity: _____

4. Maximum Bonding Capacity: _____

5. General Liability – Standard Insurance Limit: _____

6. General Liability – Maximum Insurance Limit: _____

7. Standard Auto – Standard Insurance Limit: _____

8. Standard Auto – Maximum Insurance Limit: _____

9. Contractor's Pollution Liability – Maximum Insurance Limit: _____

10. Contractor shall provide a copy of licenses and permits that are necessary to conduct all portions of the requested services.

11. Contractor shall provide a list of trained personnel and documentation of the following certifications for each employee that will conduct work on the site.

- a. Asbestos Abatement Accreditation/Licenses/Training Certificates
- b. Lead Awareness Training (as necessary)
- c. Medical Monitoring and Respirator Fit Testing (as necessary)

12. Contractor shall provide a list of at least four recently completed projects similar in nature and complexity to this project. The list shall include references and contact information who can verify relative work experience.

13. Contractor shall provide a list of any work-related violation(s) or citation(s) for the last three years.

14. The Contractor shall note and provide an explanation regarding any material litigation, administrative proceedings, and/or bankruptcy currently pending or within the last 10 years.