



CITY OF FOREST PARK, GEORGIA REQUEST FOR PROPOSALS BUILDING DEMOLITION SERVICES

The City of Forest Park, Georgia is requesting Competitive Sealed Proposals from qualified firms interested in contracting with the City to provide building demolition services for the removal and clean-up of a site located at 890 Conley Road (also known as Briar Forest Apartments).

The site consists of 28 abandoned and derelict buildings (See Exhibit A). Each building has two units for a total of 56 units.

Each unit is 806 square feet or approximately 1,629 square feet per building (See Exhibit B). Each brick building measurements outside is 57'-4" length x 30'-8 ½ "wide. It is the City's intent to select a contractor for the site that will, in the City's sole determination, provide the best demolition proposal at the least cost. Removal will include excavating the concrete foundation and footing. Removal will also include regulated materials such as asbestos, lead based paint or other products will need to be included in the proposal.

Project Requirements:

Demolition – The contractor will be responsible for demolition, removal, and proper disposal of structures, concrete foundation, and contents of all existing vacant building listed above. The contractor will be responsible for all costs of transport and proper disposal of all demolition debris.

Certifications and permits – The contractor will be responsible for obtaining all certifications and permits necessary for completion of the project from the appropriate regulatory agencies including any applicable permitting fees normally issued by the City.

Utility Disconnects – The demolition contractor will be responsible for coordinating and ensuring utility disconnects.

Reuse of Materials – No materials from the project are proposed for reuse by the City.

Salvage of Materials – Unless referenced otherwise in an addendum which will be provided at the optional pre-bid conference, the contractor shall take ownership of all scrap/salvage materials and be permitted to recycle and reuse the items as desired at the contractor's risk.

Extent of Underground Demolition – The buildings are a slab on grade construction or a crawl space. The contractor will be responsible for demolition of all of the foundations. The foundations should be removed and the opening filled with compacted earth on 6 inch lifts. Approved material shall be placed as backfill in all excavated areas and graded to the elevation necessary to provide positive surface drainage to all areas of the site.

Responsibility for Temporary Facilities – The contractor will be responsible for all temporary facilities necessary to successfully complete the project – to include, but not limited to, portable restrooms, site fencing, site security, etc.

Special Requirements – Caution and care must be exercised to prevent damage to adjacent properties, sidewalks, pedestrians, and streetscape, to ensure that existing businesses in the area can operate normally without significant disruption during demolition activities. All required street closures shall be approved at least 48 hours through the City of Forest Park Public Works Department.

Safety- Provide information regarding firm's safety record, and describing the specific safety measures/plan to be used in this project to protect personnel, public, structures and infrastructure.

Price- It is the City's intent to select a contractor(s) that will, in the City's sole determination, provide the best demolition proposal at the least cost. Price must include any/all fees related to the project requirements.

Hazardous Materials- Pre-demolition investigation and survey of asbestos and hazardous materials of the site is being performed to identify any contamination related to lead based paint or asbestos. At the time of notice to proceed on this contract a copy of the report will be available to the successful bidder.

Expected Condition of Site at Completion of Demolition – It is expected that the contractor will backfill all excavated areas with suitable material and grade the area to provide for positive surface drainage for the entire site (generally, 0.5% min. slope from highest point of adjacent curb or sidewalk). The contractor may be responsible for installation of silt fence at the edge of curb or sidewalk to prevent sediment runoff, if necessary. The contractor will be responsible for repair of damage to any adjacent structures, and any curbing, sidewalk, or asphalt damaged during the project. The contractor shall also remove the existing foundations.

Proposal Requirements:

Mandatory Pre-Bid Meeting

A pre-bid meeting will be conducted at 9:30 AM on July 7, 2020, at the location of the project. Potential bidders are to meet at 890 Conley Road, Forest Park GA 30297. Attendance at the pre-bid meeting will be required in order to submit a bid for this project.

Interested firms must, at a minimum, provide the following information by Monday, July 20, 2020, 3PM.

Qualifications/Experience: Describe the firm's qualifications and experience with this type of work. Give examples and reference contact information for previous similar projects.

- *Schedule*: Provide an estimated project schedule to complete the scope of work described above.
- Firms are requested to submit five (5) copies of the proposal and limited to no more than five (5) pages. Additional supplemental information may be submitted, under separate cover, in order to aid in firm selection. This information may include staff resumes, descriptions of similar projects, project references, and a description of the conceptual approach to meeting the project requirements. The firm may also submit, under separate cover, an example of a project previously completed at another municipality that is similar in size and scope to the work described above.
- *RFP Submittal Requirements Checklist*
 - ☐ Letter of Interest
 - ☐ Certification
 - ☐ Certification of Good Standing (Corporation) or Certificate of Existence (Limited Liability Company) issued by the Secretary of State (if Respondent is a joint venture, a Certificate of Good Standing or Certificate of Existence, as applicable, must be submitted for each entity comprising the joint venture.)
 - ☐ Evidence of Insurance
 - ☐ State License and or Certification
 - ☐ Evidence of Financial Stability (most recent financial statements)
 - ☐ 2020 Certificate to do Businesses with City of Forest Park
 - ☐ References
 - ☐ Conflict of Interest Statement and Supporting Documentation
 - ☐ Description of Company
 - ☐ Capacity of Company
 - ☐ Pricing Proposal
 - ☐ RFP Submittal Requirements Checklist

Evaluation Criteria and Scoring and Selection Process Overview

In evaluating responses to this Request for Proposal, The City of Forest Park will take into consideration the experience, capacity, and costs that are being proposed by the Respondent. The following Evaluation Criteria will be considered in reviewing submittals:

The point system is to evaluate the experience and capacity of the Respondent.

Capacity to perform the work	20 points
Demonstrated experience in similar projects.	20 points
References	10 points
Commitment to Diversity	05 points
Proper licensing and/or certifications	15 points
Response to this RFP	15 points

Fee Proposal

15 points

Total 100 points

On or before the time specified herein, the respondents will submit a proposal in response to this RFP. The Committee may create a short list of up to three firms and request oral presentations from the selected firms. All expenses of the interviews and presentations will be the sole responsibility of the responder and the City of Forest Park accepts no responsibility for the reimbursement of any expenses incurred by a responder under this document.

Any questions regarding this RFP should be sent by email to jshelby@forestparkga.gov . **The deadline for the submission of any and all questions and inquiries concerning this RFP is July 10, 2020, 3PM.**

The City shall have sole discretion in evaluating the qualifications of responders and the suitability of their proposals to meet the City's needs. The City reserves the right to select the Proposal that is deemed to be in the best interest of the City. **The City also reserves the right to reject any and all Proposals.**

A representative of all interested firms is encouraged to attend this optional pre-bid conference and walk through of the sites in order for their proposal to be considered. Representatives of the City will be available to answer questions regarding the RFP. **Contractors should report to the site at 890 Conley Road, Forest Park, GA 30297, July 7, 2020, at 9:30 AM**

Proposal Due Date: Monday, July 20, 2020, 3PM.

Interested firms should submit five (5) copies of proposals to:

James Shelby, Interim Planning Director
City of Forest Park
745 Forest Parkway
Phone: (404) 608-2300
jshelby@forestparkga.gov

Proposals are due on or before the submission deadline noted above at City Hall, located at 745 Forest Parkway. All proposal packages must be sealed and have "RFP for 890 Conley Road Demolition Services" clearly marked on the outside for easy identification by the City. Proposals may be hand delivered prior to the submission deadline at the address listed above. Any proposals received later than the submission deadline will not be accepted or considered. Facsimile (FAX) transmissions will not be accepted. The City will not be responsible for late submission caused by the postal service, other carriers, or any other delivery problems regardless of the reason.

INSTRUCTIONS FOR OFFERORS

Proposals will only be accepted from responsible and responsive companies that have an established reputation.

No proposal may be withdrawn for a period of ninety (90) days after the proposal submission date.

A responsible offeror means an offeror who has the capability in all respects to perform fully the requirements mentioned in the proposal document and the integrity and reliability which will assure good faith performance.

A responsive offeror means an offeror who has submitted a proposal which conforms in all respects to the request for proposal requirements.

DISPUTES: In cases of disputes as to whether or not an item or service quoted or delivered meets scope of work, the decision of the City of Forest Park shall be final and binding on all parties.

DEVIATIONS: Any deviations from the scope of work contained herein must be noted in detail on the respondent's response for the City of Forest Park's consideration.

CHANGES: Any changes in this request for proposal after the purchase order/contract agreement has been awarded must be with the written consent of the Planning Director; otherwise, the responsibility for such changes lies with the company. Any changes to the scope of work in this request for proposal package shall be in writing and an addendum will go out to all prospective respondents so each respondent can compete equitably.

QUESTIONS AND INQUIRIES: The deadline for the submission of any and all questions and inquiries concerning this RFP is Monday July 10, at 3:00 PM. All questions must be directed to the City Planning Director in writing and e-mailed to jshelby@forestparkga.org.

BUSINESS LICENSE REQUIREMENT

Entities that provide goods and services within the City limits are required to have a business license. The successful contractor/company will be required to acquire a business license which will be valid during the term of the contract.

PROFESSIONAL INSURANCE REQUIREMENTS AND INDEMNIFICATION

Other Than Professional Services: With respect to all acts or omissions of the selected company, or any individual or entity directly or indirectly employed by the selected company to perform any of the work or anyone for whose acts, errors, or omissions the selected company may be liable, which do not arise out of or result from the performance of professional services, and which may be covered by employer's liability insurance, commercial general liability insurance, automobile liability insurance, or other general liability insurance, the selected company shall indemnify and hold the City of Forest Park, Georgia, its elected and appointed officials, officers, and employees,, harmless from and against judgments, liabilities, damages, losses, costs, and expenses (including, but not limited to, reasonable attorneys' fees and costs but only to the extent otherwise authorized by law) to the extent caused by or arising out of the selected company's negligent acts of commission

or omission (or those of or any individual or entity directly or indirectly employed by the selected company to perform any of the work or anyone for whose actions or failure to act the selected company may be liable) during the performance of this Agreement.

The selected company shall require any subconsultants and subcontractors to purchase and maintain insurance with limits not less than those required above to be purchased and maintained by the selected company. In addition, the selected company shall require any subconsultants and subcontractors to assume the selected company's indemnification obligations under any contract resulting from this RFP to the extent they relate to the sub consultant's or subcontractor's obligations under any contract with the selected company.

The successful contractor will be notified by the City and will be expected to execute a Contract within five (5) days following Notice to Proceed.

The contractor shall furnish a bond in the total amount of the Proposal (based upon the number of properties that are funded) guaranteeing both the performance of the work and the payment for all labor and materials related to the work.

The contractor shall furnish proof of insurance coverage in the following amounts upon execution of the contract and shall maintain such policies throughout the term of the agreement:

Insurance Requirements:

- A. Statutory Workers Compensations Insurance
 - Employers Liability
 - Bodily Injury Accident - \$100,000 Each Accident
 - Bodily Injury by Disease - \$500,000 Policy Limit
 - Bodily Injury by Disease - \$100,000 Each Employee
- B. Comprehensive General Liability Insurance
 - \$500,000 Limit of Liability per Occurrence for bodily injury and property damage.
- C. Auto Liability Insurance
 - \$500,000 Limit of liability per occurrence for bodily injury and property damage.
 - Comprehensive form covering all owned, non-owned and hired vehicles
- D. Umbrella Liability Insurance- \$1, 000.00 limit of liability

The Contractor shall indemnify and hold harmless the City and its elected and appointed officials and its agents and employees from and against all claims, damages, losses and expenses, including attorneys' fees and litigation expenses, arising out of or relating to the performance of the work, provided that any such claim, damage, loss or expense is:

- a). Attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, and
- b). Caused in whole or in part by any negligent act or omission, or by any breach of the provisions of the Contract Documents, of the Contractor, any subcontractor, anyone directly

or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified under this indemnity provision.

In any and all claims against the City or any of its agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under worker's compensation acts, disability benefits acts or other employee benefit acts

Building	Demolition Cost
A	
B	
C	
D	
E	
F	
G	
H	
I	
J	
K	
L	
M	
N	
O	
P	
Q	
R	
S	
T	
U	
V	
W	
X	
Y	
Z	
AA	
BB	
Total	

Name of Company: _____

Address: _____

Phone: _____

Authorized Contact Person: _____

Authorized Signature: _____

Estimated Time of Completion: _____



Georgia Security and Immigration Compliance Act Affidavit

CONTRACTOR'S AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with **O.C.G.A. 13-10-91**, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Forest Park, Georgia has registered with and is participating in a federal work authorization program - EEV/Basic Pilot Program operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA), in accordance with the applicability provisions and deadlines established in **O.C.G.A. 13-10-91**.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Forest Park, Contractor will secure from such subcontractor(s) similar verification of compliance **with O.C.G.A. 13-10-91** on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Forest Park at the time the subcontractor(s) is retained to perform such service.

EEV/Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent
(Contractor)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE ____ DAY OF
_____, 20__

Notary Public
My Commission Expire



NON-COLLUSION OATH

COUNTY OF: _____

STATE OF: _____

Before me, the Undersigned Bidder being duly sworn on oath, a Notary Public, for and in the County and State aforesaid, personally appeared _____ and made oath that the Contractor herein, his agents, servants, and/or employees, to the best of his knowledge and belief, have not in any way colluded with anyone for and on behalf of the Contractor, or themselves, to obtain information that would give the Contractor an unfair advantage over others, nor have they colluded with anyone for and on behalf of the Contractor, or themselves, to gain any favoritism in the award of the contract herein.

He or she further states that no person or person, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee gift, commission or thing of value on account of such sale.

Oath and Affirmation

I hereby affirm under the penalties for perjury that the facts and information contained in the foregoing bid for public works are true and correct.

Dated this day _____ of _____, _____

Authorized Signature for Contractor: _____

Title: _____

Contractor's name (print) _____

SWORN TO BEFORE ME THIS _____ DAY OF _____, 20_____

NOTARY PUBLIC FOR THE STATE OF _____

My Commission Expires: _____

Notary Public Signature _____

Printed Name: _____

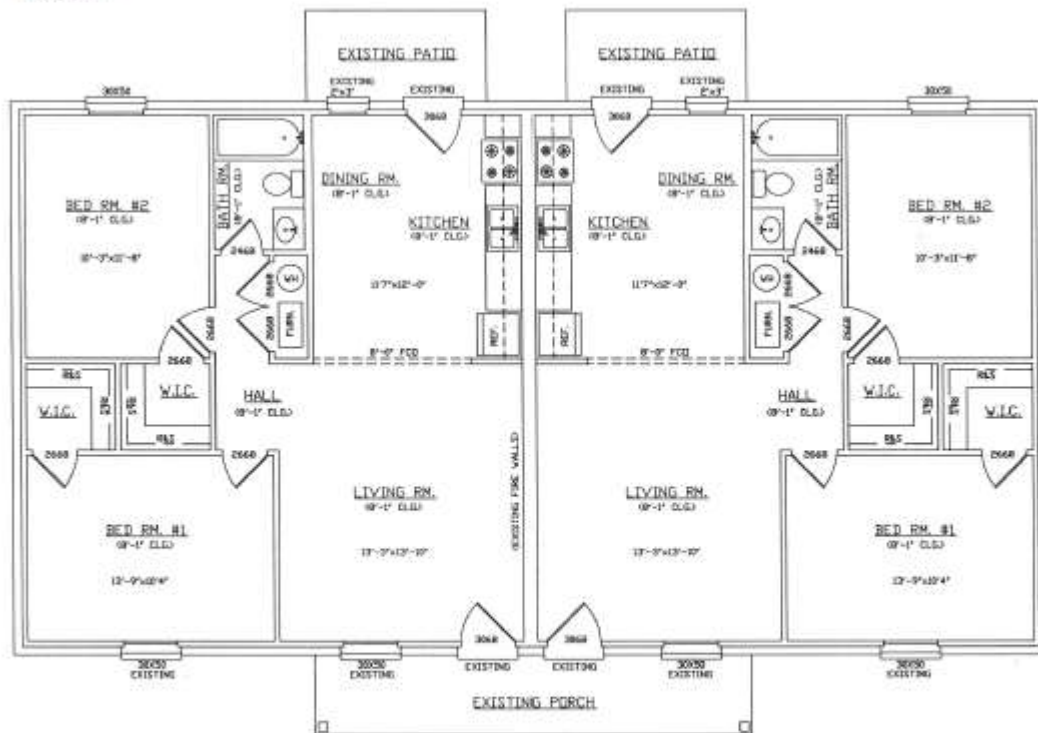
Phone Number: _____ Address: _____

(Note: Notary seal required for foreign Contractor.)

Exhibit A



Exhibit B



TOTAL EACH UNIT - 806 SQ. FT.