

# ALLENSTOWN, NH

## RFP – Demolition of Floodprone Structures



## INSTRUCTIONS FOR BIDDERS

November 2, 2009

### Submit bids and questions to:

Chief Mulholland  
Allenstown Police Department  
40 Allenstown Road  
Allenstown, NH 03275  
[chiefmulholland@comcast.net](mailto:chiefmulholland@comcast.net)

## INSTRUCTIONS TO BIDDERS

Name of the Bid: DEMOLITION OF FLOODPRONE PROPERTIES  
Deadline for Questions: November 20, 2009  
Bid Submittal Deadline: November 30, 2009  
Bid Review/Approval: December 7, 2009  
Bids Addressed To: SEALED BID – DEMOLITION  
Allenstown Police Department  
40 Allenstown Road  
Allenstown, NH 03275  
Method of Submittal: Mail Delivery or In Person. Fax Bids are not accepted  
Contact Person, Title: Shaun Mulholland, Police Chief  
E-mail Address : [chiefmulholland@comcast.net](mailto:chiefmulholland@comcast.net)  
Phone/ Fax Numbers: 603-485-9500 / 603-485-9589

**The sealed bid envelope shall be endorsed on the outside with the CONTRACTOR'S name and return address. If a bid is sent by mail or other delivery system, the mailing container or envelope shall be plainly marked on the outside with the notation 'SEALED BID ENCLOSED-DEMOLITION'**

Any matter of this bid package that requires explanation or interpretation must be inquired into by the Bidder in writing by November 20, 2009. Mail, FAX or E-Mail all questions to Chief Mulholland (fax and e-mail information listed above). Any and all questions will be responded to in the form of written addenda to all Bidders. All addenda that you receive shall become a part of the contract documents.

## SCOPE OF WORK

You are invited to submit a sealed bid for the demolition of twelve (12) structures (houses, sheds, garages, concrete block buildings) located at 1, 2, 11, 15, 16, 19, 28, 35-37, 62 Riverside Drive; 3, 4 Albin Ave and 3 Jillerick Road in Allenstown, NH. Tax cards for all properties are located in Attachment A at the end of the bid document. All demolition work shall be completed within 90 calendar days following purchase of the property by the Town of Allenstown. All demolition work is expected to be completed by June of 2010.

Demolition shall include: Asbestos determination survey/testing, asbestos abatement, removal of all oil tanks, removal of all kerosene tanks, removal of all propane tanks, capping off all wells, pumping out all septic tanks and filling them with sand, demolition of all buildings, garages, sheds and fences; all demolition debris removed to a recycling facility, pushing foundations and/or footings into basement cavity, removal and disposal of all asphalt and back filling basement cavity making it level. Contractor is to provide all material, labor, and equipment necessary to complete the project. Contractor shall obtain demolition permit from the Town prior to start of demolition. Asbestos testing is required for all twelve structures. Asbestos abatement is required from all structures in which asbestos is discovered.

## PRE-BID MEETING

A pre-bid meeting will be held at the site on November 18, 2009 at 9:00 AM, meet at the Allenstown Police Station. All interested bidders are strongly encouraged to attend the pre-bid meeting and visit the demolition sites in order to familiarize themselves with all conditions that may affect the time or cost of performance. The Town is inviting all interested bidders to do this so it will not be necessary later on to make a subsequent claim or request a contract modification because of facts not known

when the bid was submitted. All questions regarding this bid must be directed to the Allenstown Police Department.

### **AWARD**

No bids will be considered which have not been received by the deadline set forth. The Town is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the Town, or any other means of delivery employed by the bidder.

Bids will be evaluated promptly after opening. Bid results **will not be given** over the telephone. Award of bid shall be made to the most responsible bidder(s) meeting the specifications set forth herein. The Town may select a bidder based on an "all or none" bid, on individual responses, or as is otherwise deemed to be in the best interest of the Town. In addition to the quoted price, the following criteria may be used in the award: past experience and service provided by Contractor, quality of work, lead-time quoted, references, length of time committed for firm pricing and guarantees. It is anticipated that the Board of Selectmen will select the contractor at the December 7, 2009 Selectmen Meeting.

### **PURCHASE ORDER**

An executed purchase order will be the document that authorizes this work to begin, assuming that the insurance, asbestos inspection and wrecking permit requirements have all been met. Each section contained herein, any addenda and the response from the successful bidder shall also be incorporated by reference into the resulting agreement.

### **REFERENCES**

The Town may require references from firms who have not provided similar services to the Town.

### **TERM OF PAYMENT**

Payment will be made within thirty (30) days after site has been satisfactorily inspected and accepted, by Town of Allenstown Building Inspector or other authorized agent, and on receipt of landfill receipts and an original invoice. **Invoice** shall be sent to: Allenstown Police Department, 40 Allenstown Road, Allenstown, NH 03275.

### **INSURANCE REQUIREMENTS**

A **Certificate of Insurance** must be on file and approved by the Town before this project can begin. All companies are required to include a Certificate of Insurance with the bid submittal.

Contractor, at its own expense, shall procure and maintain during the entire term of this Agreement and any extensions thereof, the following insurance so as to cover all risk which shall arise directly or indirectly from Contractor obligations and activities.

**Workers Compensation and Employers Liability Insurance** meeting the requirements of the New Hampshire Workers Compensation Law covering all the Contractor's employees carrying out the work involved in this contract.

**General Liability Insurance** with limits of at least \$1,000,000 per occurrence for Bodily Injury and Property Damage. As a minimum, coverage for Premises, Operations, Products and Completed Operations shall be included. This coverage shall protect the public or any person from injury or property damages sustained by reason of the Contractor or its employees carrying out the work involved in this contract.

**Subcontractors:** In the case of any work sublet, the Contractor shall require subcontractors and independent contractors working under the direction of either the Contractor or a subcontractor to

carry and maintain the same workers compensation and liability insurance required of the Contractor. All subcontractors must be approved by the Town in advance.

**Qualifying Insurance:** Policies shall be issued by insurers authorized to do business in the State of New Hampshire. If Professional Liability coverage is written on a claims made policy form, the certificate of insurance must clearly state coverage is claims made and coverage must remain in effect for at least two years after final payment with the Contractor continuing to furnish the Town certificates of insurance. The Contractor shall be responsible for deductibles and self-insured retentions in the Contractor insurance policies.

## PROPOSAL REQUIREMENTS

All proposals shall address the following items. Any item not covered in the Proposal will preclude approval of the proposal.

### 1. BUILDING DEMOLITION

This project resulted from several extreme flooding events that affected many of the Town's residents along the Suncook River. Due to the sensitivity of the building removal, notify Chief Mulholland one week prior to the demolition of each structure. Demolish the following buildings as part of the project:

#	Address	Acres	Total Ass.	Age of Home	Basement	Sq.Ft.	Notes
1	Riverside Drive	0.66	205700	1990	Full	1926	
2	Riverside Drive	0.43	164800	1966	Full	1085	The main structure has already been removed. Only Accessory structures remain.
3	Albin	0.22	122900	1969	Full	1080	
4	Albin	0.47	169900	1970	Full	1050	
11	Riverside Drive	0.29	254400	2006	Full	2036	
15	Riverside Drive	1.2	146800	1974	Full	1248	The main structure has already been removed. Only Accessory structures remain.
16	Riverside Drive	0.55	204800	1962	Full	1428	
19	Riverside Drive	0.65	184400	1989	Full	1248	
28	Riverside Drive	0.26	170900	1953	Crawl	1619	
62	Riverside Drive	1.1	180100	1973	Full	739	
35/37	Riverside Drive	1.8	212300	1986	Full	2080	

3	Jillerick	1.67	222200	1970	Full	1536	
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**The town reserves the right to reduce the contract by the amount appropriated for a particular property should the present owner chose not to participate in the grant project. The contractor will only be paid for structures that are actually purchased by the town and demolished by the contractor. Purchase orders will be granted for each individual property as it is purchased by the town.**

**2. REGULATORY AGENCY COMPLIANCE**

Compliance with laws and regulations set forth by regulatory agencies is required. These agencies include, but are not limited to, OSHA – Occupational Safety & Health Agency, EPA – Environmental Protection Agency, NH DES – NH Department of Environmental Services, and NHDOT – NH Department of Transportation. Contractor must be certified and/or licensed by the New Hampshire Bureau of Health Risk Assessment and management of asbestos waste shall meet the requirements of NH RSA 149-M:7.

The Town of Allenstown expects that bidders will offer expertise on conformance of regulations applying to the products they provide. Failure to assist the Town of Allenstown in this area may be just cause for rejection.

**3. TOWN ORDINANCES**

The contractor shall comply with all ordinances, other laws and rules and regulations of the Town of Allenstown, NH.

**4. PERMITS**

Contractor shall be responsible for obtaining any and all permits, paying all dumping fees and other fees and costs relating to the disposal of the property. Contractor’s disposal site shall be noted on the demolition permit.

**5. ASBESTOS**

Upon receipt of a Certificate of Compliance form the State, the Abatement Contractor shall notify the Demolition Contractor (if separate entities) in writing, within seven (7) days, that the building may be demolished.

Contractor will complete (via-subcontractor if necessary) asbestos testing for all properties and provide test results to the Town prior to demolition. Contractor is responsible for asbestos removal. The estimated cost of asbestos removal per structure shall be listed separately from the lump sum bid amount. Contractor shall specify the name of the licensed asbestos removal contractor that will be performing this portion of the work. Contractor shall pay for all costs of asbestos removal.

**6. SALVAGE**

Any materials salvaged shall be recorded by the Contractor and furnished to the Town with the dollar amount salvaged. The Contractor shall reduce the cost for demolition based upon financial benefits from salvage.

**7. WASTE DISPOSAL – CLEAN-UP**

Removal and off-site disposal of construction waste will be the responsibility of the bidder and shall be included in the bid price. Upon completion, the work area shall be left clean of debris and trash associated with the work. There shall be no additional charges to the Town for removal and/or disposal of demolished materials.

**8. SAFETY**

Contractor will ensure that its employees observe and exercise all necessary caution and discretion so as to avoid injury to person or damage to property of any and all kinds. All buildings, equipment and furnishings shall be protected by the bidder from damage, which might be done or caused by work performed under this contract. Such damages to the foregoing shall be repaired and/or replaced by approved methods so as to restore the damaged areas to their original condition at the expense of the bidder. The contractor shall erect, install, and maintain all temporary public walks, warning signs, barricades, and other protective means as may be necessary for the protection of the public from injury.

#### **9. WORKMANSHIP, MATERIALS & EQUIPMENT**

Unless otherwise provided in the contract requirements and specification, the contractor shall furnish all labor, materials and equipment for satisfactory contract performance. When not specifically identified in the specifications, such materials and equipment shall be of suitable type and grade for the purpose.

#### **10. BID SUBMITTAL FORM**

All proposals shall include the Bid Submittal Form included on the following pages.

**BID SPECIFICATIONS / BID SUBMITTAL FORM (page 1 of 3)**

**Demolition of Structures located at:**

**1, 2, 11, 15, 16, 19, 28, 35-37, 62 Riverside Drive; 3, 4 Albin Ave and 3 Jillerick Road  
in Allenstown, NH**

Demolition work must be completed within **90** calendar days of the Town purchasing each property. A purchase order is the document that will authorize the work to commence. **Each bidder shall complete every line on the bid submittal form.** An **X** or check mark (**V**) will indicate the item specified will be provided. Any exceptions shall be stated no matter how minor and shall be included in the Proposal.

		<b>REQUIREMENTS</b>	<b>Comply Yes</b>	<b>Comply No</b>
1	Adjacent Property	Contractor shall be responsible for removing all foundations and buildings without disruption and damage to the adjacent properties.		
2	Asbestos	Contractor will complete asbestos testing for all properties and provide test results to the Town prior to demolition. Contractor is responsible for asbestos removal. The estimated cost of asbestos removal per structures shall be listed separately from the lump sum bid amount. Contractor shall specify the name of the licensed asbestos removal contractor that will be performing this portion of the work. Contractor shall pay for all costs of asbestos removal.		
3	Finishing	After filling of excavation and compaction, Contractor shall provide a minimum of 6 inches of topsoil at all disturbed areas and seed accordingly.		
4	Finishing Debris/Junk	Removal of all debris and junk onsite to a certified landfill.		
5	Finishing Street Sidewalk	Replace damaged street paving and sidewalk in accordance with Town regulations.		
6	Finishing	The work shall be subject to the inspection, supervision and direction of the Town of Allenstown, NH Building Inspector or authorized representative. The contractor shall comply with any directives or orders from said official or representative in the progress of the work.		
7	Inspection-Final	An additional inspection of work verifying that grading and cleanup have been completed will be made by the Town of Allenstown Building Inspector or other authorized agent, prior to acceptance of work.		

**BID SPECIFICATIONS / BID SUBMITTAL FORM (page 2 of 3)**  
**Demolition of Structures located at:**  
**1, 2, 11, 15, 16, 19, 28, 35-37, 62 Riverside Drive; 3, 4 Albin Ave and 3**  
**Jillerick Road in Allenstown, NH**

		<b>REQUIREMENTS</b>	<b>Comply ≠ Yes</b>	<b>Comply ≠ No</b>
8	Demo Permit	Contractor shall obtain a building demolition permit from the Allenstown Building Inspector.		
9	Rubble-Landfill	Contractor shall dispose of all demolition rubble by hauling to a certified landfill or recycler and will furnish receipts from said landfill to the Town of Allenstown – Attn: Chief Mulholland, as well as the invoice, prior to final payment of the contract.		
10	Time Frame	Demolition shall be completed within 90 calendar days following issuance of the purchase order. Failure to complete demolition within the required time period may result in removal of Contractor from Bidder’s List for future demolition projects with the Town.		
11	Salvage	Any materials salvaged shall be recorded and the Contractor will furnish the Town with dollar amount salvaged and deducted from the total cost of demolition.		
12	Utility Cutoffs	Contractor shall be required top make all utility cutoffs satisfactory to the particular utility service and the Town’s Regulations. All utilities and piping to be cut off and capped before entering building space to be demolished and be completed prior to the building demolition.		
13	Drive Access	For all demolition properties, remove any driveway access. This shall include removing drive culverts, and regarding the road fore and back slopes to reestablish the ditch line.		
14	General Demolition Requirements	Demolition for all twelve structures shall include: Asbestos survey, asbestos abatement, removal of all oil tanks, removal of all kerosene tanks, removal of all propane tanks, capping off all wells, pumping out all septic tanks and filling them with sand, demolition of all buildings, garages, sheds and fences; all demolition debris removed to a recycling facility, pushing foundations and/or footings into basement cavity, removal and disposal of all asphalt and back filling basement cavity making it level.		

**BID SPECIFICATIONS / BID SUBMITTAL FORM (page 3 of 3)**  
**Demolition of Structures located at:**  
**1, 2, 11, 15, 16, 19, 28, 35-37, 62 Riverside Drive; 3, 4 Albin Ave and 3**  
**Jillerick Road in Allenstown, NH**

<b>PROPOSED BUDGET</b>		
<b>Description of Services</b>		<b>Cost</b>
Demolition, Lump Sum per Structure	1 Riverside Drive	\$
	2 Riverside Drive	\$
	3 Albin	\$
	4 Albin	\$
	11 Riverside Drive	\$
	15 Riverside Drive	\$
	16 Riverside Drive	\$
	19 Riverside Drive	\$
	28 Riverside Drive	\$
	62 Riverside Drive	\$
	35/37 Riverside Drive	\$
	3 Jillerick	\$
Asbestos Testing, Lump Sum per Structure		\$
Asbestos Removal estimate per Structure		\$
Other:		
<b>Total Bid Estimate</b>		<b>\$</b>

**ATTACHMENT A  
DEMOLITION PROPERTY TAX CARDS**

**(File size too big to attach Tax Cards.  
Photocopies of Tax Cards are included in the  
complete RFP package available at the  
Allenstown Police Station)**