

OFFICIAL NOTICE TO CONTRACTORS

DEMOLITION OF BUILDINGS

200 NORTH SPRUCE AVENUE, MARSHFIELD, WISCONSIN 54449

The City of Marshfield, Wisconsin will accept sealed bids until 2:00 PM, **WEDNESDAY, AUGUST 30, 2017**, in the 6th floor office of the Building Inspector, 630 South Central Avenue, Suite 602, Marshfield, Wisconsin 54449. Said bids will be opened immediately thereafter in the office of the Building Inspector.

BIDS WILL BE RECEIVED FOR THE DEMOLITION OF ONE RESIDENTIAL STRUCTURE, A DETACHED GARAGE, A SHED, AND THE CONTENTS THEREOF. Scope of work shall include removal of all construction debris, removal of concrete slabs, basements and foundations, all remaining personal possessions, capping sewer and water laterals at the property line, disconnection of telephone, gas and electric lines as needed.

Specifications and other bidding documents may be obtained on the City of Marshfield's website at www.ci.marshfield.wi.us. The information will be available via a link on the Home page under Recent News. For other information, contact Development Services, 630 South Central Avenue, Suite 602, Marshfield, WI 54449, telephone 715-486-2016. The project may also be viewed during normal business hours Monday through Friday 8:30 AM to 2:30 PM. Please call for an appointment.

No bid may be withdrawn by the Bidder for a period of forty-five (45) days following the date of the bid opening, within which time the contract will be awarded by the Common Council.

All bids shall be accompanied by a certified check, cashier's check or bid bond equal to at least five percent (5%) of the total bid as a guarantee that, if the bid is accepted, the bidder will execute and file the proper contracts. The successful bidder will be required to furnish a 100% performance bond prior to commencing work. **THIS PROJECT MUST BE COMPLETED BY WEDNESDAY, NOVEMBER 15, 2017.**

The envelope in which the bid is sealed shall bear the name and address of the bidder and the notation: **"DEMOLITION OF BUILDINGS – 200 NORTH SPRUCE AVENUE"**

The City of Marshfield reserves the right to reject any or all bids, to waive informalities in bidding and to accept the bid deemed most advantageous to the City of Marshfield.

BOARD OF PUBLIC WORKS
MARSHFIELD, WI
Daniel G. Knoeck
Secretary

PUBLISH: NEWS HERALD – **JULY 29, 2017** – LEGAL NOTICE

City Hall Plaza
630 South Central Avenue
6th Floor, Suite 602
Marshfield, WI 54449



City of Marshfield
Development Services
T: 715-387-1344
www.ci.marshfield.wi.us

INSTRUCTIONS TO BIDDERS

Demolition Address: _____

Scope of Demolition: _____

Completion Date: _____

Instructions:

1. Only the bid form furnished by the City shall be used in submitting a bid.
2. Any bid may be withdrawn prior to the hour of opening bids; however, no bid may be withdrawn for a period of forty five (45) days thereafter nor shall there be any increase in price during that period. The Board of Public Works and Common Council reserve the right to consider all bids and to award the contract or reject all bids within that period.
3. The successful bidder will be required to sign a contract to furnish the labor and materials as bid. This contract shall include the Official Notice to Contractors, Instructions to Bidders, Specifications, Minimum Insurance Coverage and Bid Form. Acceptance of a bid shall not be construed as waiving any provisions in any of the contract documents.
4. The bidder must be insured. Bidder to carry minimum insurance as per Minimum Insurance Coverage. Bidder to furnish certificate of insurance prior to signing contracts. The City of Marshfield must be named as additional insured on the insurance certificate.
5. Successful bidder to notify the City of intent to commence work three working days prior to start.
6. A 5% Bid Bond or Cashier's Check shall be furnished by all bidders. Upon execution of a contract with the successful bidder the Bid Bond or Cashier's Check will be returned.
7. A 100% Performance Bond shall be furnished by the successful bidder prior to commencing work.
8. This demolition project shall be completed by the date shown above. See further information in other bid documents. A 90% payment of the contract will be paid upon removal of all required materials, sidewalk repairs, backfill, seeding and mulching. Final payment will be made after a determination is made that the seeding growth is adequate for complete coverage.
9. The Bidder agrees and guarantees that the equipment, materials and workmanship supplied by he/she shall be free from all defects and strictly in accordance with the Specifications herein above referred to and accepted by the City; and for a period of twelve (12) months after completion of the contract, in case of any cracks, settlement, leaks or other defects in work constructed by the Bidder, the Bidder agrees to promptly repair the same upon notification by the City, using materials meeting the requirements of the Specifications, and in case the Bidder shall fail to make such repairs or cause the same to be made within thirty (30) days of the above mentioned notification, the Bidder agrees to pay upon demand the cost of thereof to the City after completion of such repairs, and the Bidder further agrees and guarantees to pay for all labor, material and equipment used in or about the construction covered by this contract which may become a lien or claim against the City.

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DEMOLITION SPECIFICATIONS

Demolition Address: _____

Scope of Demolition: _____

Completion Date: _____

Specifications:

1. Demolish the buildings located at the Demolition Address noted above and to the Scope of Demolition noted above.
2. Remove all remaining appliances, miscellaneous building contents, debris in the yards, construction rubble and materials from all structures and the premises.
3. Remove all basement foundations, footings, driveway, private sidewalks, steps, garage slabs, and the like in their entirety.
4. Remove only the trees and vegetation necessary to complete the required demolition.
5. Contractor shall obtain demolition permits as needed for the property from the City of Marshfield. There will be no charge for these permits.
6. Clean concrete rubble from the site may be hauled to the City materials yard on South Vine Avenue for future crushing with prior approval of the Street Division or the Director of Public Works. Concrete rubble contaminated with other building materials, dirt and/or debris will not be permitted at the City materials yard. In this case, the Contractor shall make other arrangements for disposal of the concrete rubble off site.
7. Prior to filling any excavations, contact the administrative assistant for Development Services and schedule an inspection of the areas needing to be filled. Proceed with filling only after an inspection is completed. Furnish, place and compact backfill material in excavated areas. Backfill material shall be clean fill suitable for roadway subgrade and/or building foundation. Backfill material shall be brought up to four inches (4") below existing grade to allow room for imported topsoil.
8. Furnish, place and level off four inches (4") inches of topsoil over the backfill at all excavated locations. Topsoil material shall be brought up to existing grade and leveled to provide positive drainage with no standing water. Site shall be stabilized to prevent erosion. Seed and mulch the new topsoil and all disturbed areas that had vegetation prior to the start of work.
9. The City of Marshfield has a winter moratorium on working in the public right away. This means no digging in the city sidewalks, streets, alleys and terraces from December 1st to April 15th. Work involving the disconnection of gas lines or other underground services that are located in these areas cannot occur during this time frame.
10. All sewer and water piping work shall be completed by a licensed plumber per State of Wisconsin codes and to the satisfaction of the City of Marshfield's Plumbing Inspector. Schedule all required inspections with the Plumbing Inspector prior to any plumbing work.
11. The property has a working water curb stop. Properly disconnect the water service making sure the water is totally off. Disconnect the water line five feet (5') into the property.

12. Cap the sewer lateral five feet (5') inside the property's lot line by the public right-of-way line. If the current sewer pipe is clay tile or other material, the sewer shall be upgraded to a PVC lateral out to the main. Remove all existing sewer materials on the property out to a point that is five feet (5') inside the property line of this lot. Install PVC inside the remaining materials so that the PVC extends out to the sewer main.
13. **The City of Marshfield has contacted WE Energies and the natural gas service has been shut off. The Contractor shall call WE Energies to confirm this.** The Contractor will also have Marshfield Utilities disconnect the electrical service drop from the property. For safety reasons, confirm that telephone, cable TV, gas and electrical services have been properly disconnected at appropriate locations prior to demolition work. Arrange for disconnection of all these services if not yet completed. Contractor is responsible for making arrangements and all costs associated with disconnection of telephone and cable TV services, including street or public sidewalk repairs resulting from these disconnections.
14. All waste materials are to be disposed of in a properly licensed landfill location according to all DNR and other State and Federal agency rules and regulations.
15. Any open excavation not backfilled immediately after demolition shall be fenced and/or guarded until backfill can be placed.
16. Replace any public sidewalk or pavement removed for service disconnects or that was damaged by Contractor during demolition and restoration process.
17. All work on this contract shall be completed by the date shown above. This includes: demolition of the buildings, repair of sidewalks, removal of all debris plus installation of backfill materials, topsoil, seed, fertilizer, mulch and other items needed to satisfy the contract. The completion date for all work shall be no later than listed in this section. A cost shall be assessed to the Contractor, for liquidated damages totaling fifty dollars (\$50.00) per day for each calendar day past the deadline, that the work is not completed. If the Contractor does not complete the work as described within the specified time, the specified amount shall be deducted from payments due the Contractor for every calendar day that the work remains uncompleted. The deducted amounts are not a penalty but are actual damages due the City from the Contractor.
18. One payment of 90% of the total bid shall be made from the City of Marshfield when demolition, sidewalk repair, topsoil, seeding and mulching is satisfactorily completed. A last payment of the balance due shall be made after it is determined that the seeding growth is adequate for complete coverage.

MINIMUM INSURANCE REQUIREMENTS

Demolition Address: _____

Scope of Demolition: _____

Completion Date: _____

Minimum Insurance Coverages for Contractors Involved in Municipal Projects

1. Commercial General Liability

a. General Aggregate Limit (other than Products - Completed Operations)	\$2,000,000.00
b. Products - Completed Operations Aggregate Limit	\$1,000,000.00
c. Personal and Advertising Injury Limit	\$1,000,000.00
d. Each Occurance Limit	\$1,000,000.00
e. Fire Damage Limit - any one fire	\$50,000.00
f. Medical Expense Limit - any one person	\$5,000.00

The City of Marshfield shall be named as additional insured under the policy. The Contractor shall submit a Certificate of Insurance that clearly indicates compliance with the insurance requirements. The Contractor shall also submit a copy of the appropriate endorsement which names the City of Marshfield as additional insured. A 30 day written notice of cancellation shall be provided on all Certificates of Insurance.

2. Automobile Liability

a. Bodily Injury and Property Damage	\$1,000,000.00
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The Automobile Liability coverage must be provided on an "Any Auto" basis.

3. Worker's Compensation - Workers' Compensation as required by the State of Wisconsin and Employers Liability insurance with sufficient limits to meet underlying Umbrella Liability insurance requirements, with the following minimum limits:

a. Bodily Injury By Accident - Each Accident	\$1,000,000.00
b. Bodily Injury By Disease - Each Employee	\$1,000,000.00
c. Bodily Injury By Disease - Policy Limit	\$500,000.00

4. Umbrella Liability - Provide coverage at least as broad as the underlying General Liability, Automobile Liability, and Employers Liability

a. Minimum Limit Each Occurance	\$2,000,000.00
b. Aggregate Limit	\$2,000,000.00
c. Maximum Self-Retention	\$10,000.00

5. Aircraft and Watercraft Liability - If the project work includes the use of or operation of any aircraft or watercraft, then Aircraft and Watercraft Liability insurance must be in force.

a. Bodily Injury - Per Occurrence	\$1,000,000.00
b. Property Damage - Per Occurrence	\$1,000,000.00

6. Property Damage coverage \$1,000,000.00

Note: If the Contractor is required to obtain a Builder's Risk Policy, it should be an "All Risk" policy, 100% to completed value.

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BID FORM

Demolition Address: _____

Scope of Demolition: _____

Completion Date: _____

The Undersigned Representative(s) declare that they have carefully examined the OFFICIAL NOTICE TO CONTRACTORS, INSTRUCTIONS TO BIDDERS, SPECIFICATIONS, MINIMUM INSURANCE COVERGE and BID FORM for the work contemplated and it is assumed that the Undersigned Representative(s) have investigated and are satisfied as to the conditions to be encountered as to the character, quality, and quantities of work to be performed and materials to be furnished and as to the requirements of the Specifications. It is mutually agreed that submission of this bid shall be considered conclusive evidence that the Undersigned Representative(s) have made such examination.

Demolition Bid (\$): _____

Submitted by: _____

Name of Firm

Address, City, State & Zip Code

Telephone Number

Email Address

Name of Authorized Representative of Firm

Signature of Authorized Representative of Firm

Date

Name of Authorized Witness

Signature of Authorized Witness

Date