OFFICIAL NOTICE TO CONTRACTORS

<u>DEMOLITION OF BUILDINGS</u> 2313 West 5th Street

The City of Marshfield, Wisconsin will accept sealed bids until 2:00 PM, July 11, 2013 in the 6th floor office of the Building Services Supervisor, 630 South Central Avenue, Marshfield, WI 54449. Said bids will be opened immediately thereafter in the office of the Building Services Supervisor.

Bids will be received for the demolition of a multi-family apartment building, all accessory buildings and all other construction type materials. Scope of work shall include removal of any personal possessions left on site, appliances, all construction debris, basements, sidewalks, foundations; plus capping sewer and water laterals per bid documents; and the disconnection of telephone, gas service and electric lines as needed. The bid shall not include asbestos removal.

Specifications and other bidding documents may be obtained on the City of Marshfield's website at www.ci.marshfield.wi.us. For other information contact Building Services, 6th floor City Hall Plaza, 630 South Central Avenue, Marshfield, WI 54449 715.486.2016. The interior of the building may be viewed during normal business hours, Monday through Friday 9:00 AM to 3:00 PM. Please call for an appointment. The disposal of buildings, construction materials and personal items will be the responsibility of the Contractor who is awarded the contract.

No bid may be withdrawn by the Bidder for a period of forty-five (45) days following the date of the bid opening, within which time the contract will be awarded by the Common Council.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, including having all excavations backfilled, compacted and leveled prior to September 1, 2013.

The envelope in which the bid is sealed shall bear the name and address of the bidder and the notation <u>"DEMOLITION OF BUILDINGS – 2313 West 5th Street."</u>

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 – June 29, 2013 – LEGAL NOTICE

INSTRUCTIONS TO BIDDERS

<u>DEMOLITION OF BUILDINGS</u> 2313 West 5th Street

- 1. Only the bid form furnished by the City shall be used in submitting a bid.
- 2. Construction drawings of the building are available for review at the Office of the Building Services Supervisor.
- 3. 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.
- 4. 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.
- 5. 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.
- 6. Successful bidder to notify owner of intent to commence work three working days prior to start.
- 7. 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.
- 8. A 100% Performance Bond shall be furnished by the successful bidder prior to commencing work.
- 9. The bidder agrees and guarantees that the equipment, materials and workmanship supplied by him shall be free from all defects and strictly in accordance with the Specifications herein above referred to and accepted by the Owner; 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 Owner, 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 Owner 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 my become a lien or claim against the Owner.

SPECIFICATIONS

DEMOLITION OF BUILDING 2313 West 5th Street

- 1. Raze the buildings located at:
 - 2313 West 5th Street 17 Unit, 2 Story Apartment Building and accessory structures.
- 2. Remove all remaining appliances, miscellaneous building contents, construction rubble and materials from the premises.
- 3. Remove all basement foundations, footings, driveway, sidewalk, steps and slabs in their entirety.
- 4. Remove only the trees and vegetation necessary to complete the required demolition.
- 5. Contractor to obtain demolition permit from the City of Marshfield. There will be no charge for this permit. The City will file the proper DNR notification forms after the contract has been awarded and 10 days minimum prior to start of demolition.
- 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 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 secretary of Building 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 existing grade.
- 8. Cap the sewer lateral at the property line. For details and expectations contact the City of Marshfield's Plumbing Inspector.
- 9. There is a curb stop at this location however it is not operational. Excavate the curb stop and turn off the valve on the water line. A new curb box is not needed.
- 10. A plumbing permit is required for capping or disconnection of water and sewer laterals.
- 11. The City of Marshfield will arrange for termination of gas service and capping the gas line.
- 12. Confirm that telephone, cable TV and electrical service have been properly disconnected at appropriate locations. Arrange for disconnection if not yet completed. Contractor is responsible for all costs associated with disconnection of services, including street or sidewalk repairs resulting from disconnections.
- 13. 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.
- 14. Asbestos containing materials requiring removal prior to demolition will be removed by others.

- 15. Any open excavation not backfilled immediately after demolition shall be fenced until backfill can be placed.
- 16. Replace any public sidewalk or pavement removed for service disconnects or damaged by Contractor during demolition and restoration process.
- 17. The demolition of the building and accessory structures, removal of all debris and backfilling shall be completed by August 30, 2013.

MINIMUM INSURANCE COVERAGE FOR CONTRACTORS INVOLVED IN MUNICIPAL PROJECTS

A. Commercial General Liability

1. General Aggregate Limit (Other Than Products-Completed Operations)	\$2,000,000
2. Products-Completed Operations Aggregate Limit	\$1,000,000
3. Personal & Advertising Injury Limit	\$1,000,000
4. Each Occurrence Limit	\$1,000,000
5. Fire Damage Limit – any one fire	\$50,000
6. Medical Expense Limit – any one person	\$5,000

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.

B. Automobile Liability

1. Bodily Injury and Property Damage - Combined Single Limit \$1,000,000

2. Automobile Liability coverage must be provided on an "Any Auto" basis.

C. Workers 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:

Bodily Injury by Accident - \$100,000 Each Accident Bodily Injury by Disease - \$100,000 Each Employee Bodily Injury by Disease - \$500,000 Policy Limit

D. Umbrella Liability

Provide coverage at least as broad as the underlying General Liability. Automobile Liability and Employers Liability:

Minimum Limit Each Occurrence	\$2,000,000
2. Aggregate Limit	\$2,000,000
3. Maximum Self Retention	\$10,000

E. Aircraft Liability 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 with a limit of \$1,000,000 per occurrence for bodily injury and property damage.

F. Property Damage Coverage

1. Property Damage \$1,000,000

Longshoremen's and Harbor Workers Endorsement should be added if work is done around any navigable waters of the United States.

If the contractor is required to obtain a Builders Risk Policy, it should be an "all risk", 100% to completed value.

BID FORM

<u>DEMOLITION OF BUILDINGS</u> 2313 West 5th Street

The bidder declares that he has carefully examined the <u>OFFICIAL NOTICE TO CONTRACTORS</u>, <u>INSTRUCTIONS TO BIDDERS</u>, <u>SPECIFICATIONS</u>, <u>MINIMUM INSURANCE COVERAGE</u>, and <u>BID FORM</u> for the work contemplated and it is assumed that the bidder has investigated and is 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 a bid shall he considered conclusive evidence that the bidder has made such examination.

Removal of Buildings	\$
This bid is submitted by:	
,	Name of Firm
	Address
	City, State & Zip Code
	Telephone Number
	Signature of Authorized Representative of Firm
	Witnessed

CONTRACT

called	This agreement made the 'CONTRACTOR' and the	 	_	
WITNE	ESSETH,			

That the Contractor and the Owner, for the consideration hereinafter stated, agree as follows:

Article I, Scope of Work: The Contractor shall perform everything required to be performed and shall provide and furnish all labor, materials, tools, equipment and plant which may be required, either expendable or permanent, also all utility and transportation services, all in strict accordance with the Specifications, and Contract Documents prepared for Project "Demolition of Buildings – 2313 East 5th Street" by the City of Marshfield Director of Public Works, which Specifications are made a part of this Contract, and in strict compliance with the Proposal and other Contract Documents herein mentioned which are also a part of this Contract; and the other documents constituting a part hereof.

Article II, The Contract Consideration of Prices:

ITEM NO.	<u>DESCRIPTION</u>	<u>PRICE</u>
1.	Demolition of Buildings	\$

<u>Article III, Component Parts of This Contract:</u> This Contract consist of the following component parts, all of which are as fully a part of this Contract as if herein set forth verbatim and if not attached, as if hereto attached.

- 1. Official Notice to Contractors (Page 1)
- 2. Instructions to Bidders (Page 1)
- 3. Specifications (Pages 1-2)
- 4. Minimum Insurance Coverage (Page 1)
- 5. Bid Form (Page 1)
- 6. Performance Bond

In the event that any provision in any of the above component parts of this Contract conflicts with any provision in any other component part or parts, the Contractor shall in writing request a clarification of such conflict, by the City of Marshfield this clarification of such conflict, approved by the Owner's Board of Public Works, shall be final and binding upon the parties hereto.

Article IV, Guarantee: The Contractor agrees and guarantees that the equipment, materials, and workmanship supplied by him shall be free from all defects and strictly in accordance with the specifications and other documents herein above referred to and accepted by the Owner; and for a period of twelve (12) months after completion of the Contract, in case of any defects in work constructed by the Contractor, the Contractor agrees to promptly repair the same upon notification by the Owner, using materials meeting the requirements of the Specification, and in case the Contractor shall fail to make such repairs or cause the same to be made within thirty (30) days of the above mentioned notification, the Contractor agrees to pay upon demand the cost of thereof to the Owner

after completion of such repairs, and the Contractor 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 lien or claim against the Owner.

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<u>Article V, Locus of Contract</u>: It is agreed that this Contract, regardless of where executed, shall be subject to and governed by the Law of the State of Wisconsin and shall for all purposes be deemed and regarded to be a Contract entered into the State of Wisconsin.

In Witness Whereof, the parties have caused this instrument to be executed in three (3) original counterparts on the day and year hereinbefore stated.

	Contractor
	Address
Attest:	
	City, State, Zip
	By:
	Authorized Signature
	Title
Attest:	City of Marshfield "Owner"
	Chris L. Meyer, Mayor
	Deb M. Hall, City Clerk
All of the Contract Documents have	been examined as to form and are approved.
,2013	
	Harold Wolfgram, City Attorney
Provision is made to pay the liability	that will accrue under this Contract.
	Keith Strey, Finance Director