

Request for Proposal and Qualifications for Demolition Contractor Services



RFP #2304



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City of Alexandria, Louisiana's Community Development Department

I. INTRODUCTION – RFP #2304

The City of Alexandria's *Community Development Department (CmDv)* is soliciting qualifications and proposals from State Licensed Demolition Contractors to provide a rotating Work Order list of authorized Demolition Contractors to provide demolition services within the City limits of Alexandria, Louisiana, in accordance with the terms, conditions, and specifications contained in this document. The City is seeking four (4) licensed Demolition Contractors to participate in the program each year.

CmDv has a limited amount of funds to spend annually on demolition services. All properly submitted qualification submittals will be opened and evaluated. Based on proposed prices submitted, historical data and prior year experiences, CmDv will set prices per line item for each scope of work task proposed. The City reserves the right to set the Work Order price to the most advantageous to the City, after all other factors considered, including price negotiation, if needed. All Contractors who agree to participate for the final set price will enter into an annual contract with the City with the option to annually renew contracts each year for up to two (2) additional years with the City. The City Council and the Mayor must approve all contracts prior to signing.

The rotating Work Order list is proposed to keep the work distributed to all authorized Contractors and intended as a way to expedite the process of actual demolition services without having to publically bid each structure prior to award. CmDv's staff expertise and experience, along with the contracted Demolition Contractors must ensure the timely and successful completion of work and expenditure of funds for the program, City general funds and HUD CDBG grant.

II. SCOPE OF WORK

The Demolition Contractor will be expected to perform selected tasks from the list below per address based on the defined Work Order Scope of Work. The City Inspector will identify / mark the items for removal with bright colored paint in the field. The addresses for assignment have been qualified for NESHAP Exemption and/or have been abated, if required, by a licensed Abatement Contractor prior to the execution of a *Work Order Assignment*. These services include and incorporate demolition and/or disposal of residential and/or commercial structures.

NOTE: Each line item task below assumes that the Contractor shall furnish all material, labor, equipment:

1. WET ALL DEMOLITION ACTIVITY: a person must be available to physically wet all demolition activity during the entire process to minimize dust. Hose and nozzle size shall provide a minimum of 50 gallons per minute. See Air Quality regulation at LAC 33:III.1305 for use of water for control of dust.
 - a. In the event the Contractor's Water Supply Tank and/or Truck is unavailable, they will have the option for to rent a Fire Hydrant Meter with a check valve from the City's Water Department (318-441-6215) and return it monthly to pay usage fees. This would allow the Contractor to use a City fire hydrant as a water source. However, it is important to remember that there is not always a fire hydrant at every block so the need for additional hose lengths will be the responsibility of the Contractor.
 - b. If a Contractor is found using a Fire Hydrant without a check valve meter issued by the City, they will be subject to fines and penalties and may be barred from working with the City for up to two (2) years.
2. DEMOLISH and DISPOSE of ALL IDENTIFIED PIER and BEAM RAISED STRUCTURES: demolish all parts of any structure identified onsite above grade and below 12 inches of grade, including wall assemblies, roof assemblies, floor assemblies, multiple story assemblies, accessory structures, steps/stairs, timber / beams, concrete piers, piping, wiring, plumbing, mechanical and other materials, visible before and/or after demolition activity is complete, which are attached to or part of the structure. Load, haul and dump all debris at the appropriate landfill. This shall include

any structure debris, structure contents, trash / garbage, white goods, appliances, HVAC units, trees and incidental vegetation, and soft combustibles but not tires. Grading and backfill to be included and are required. An estimated number of yards will be provided in the scope of work, however, the Contractor is responsible for all required.

- a. See additional disposal info for soft combustibles in item #12 below.
3. DEMOLISH and DISPOSE of ALL IDENTIFIED SLAB ON-GRADE STRUCTURES with SIDING or BRICK EXTERIOR WALLS: demolish all parts of any structure identified onsite above grade and below 12 inches of grade, including wall assemblies, roof assemblies, multiple story assemblies, accessory structures, steps/stairs, structure concrete slabs, footings, piping, wiring, plumbing, mechanical and other materials, visible before and/or after demolition activity is complete, which are attached to or part of the structure. Load, haul and dump all debris at the appropriate landfill. This shall include any structure debris, structure contents, trash / garbage, white goods, appliances, HVAC units, trees and incidental vegetation, and soft combustibles but does not tires. Grading and backfill to be included and are required. An estimated number of yards will be provided in the scope of work, however, the Contractor is responsible for all required.
 - a. This item is separate from item #5 & #13 below and shall not be counted twice.
 - b. See additional disposal info for soft combustibles in item #12 below.
 4. DEMOLISH and DISPOSE of ALL IDENTIFIED SLAB ON-GRADE STRUCTURES with CMU BLOCK EXTERIOR WALLS: demolish all parts of any structure identified onsite above grade and below 12 inches of grade, including wall assemblies, roof assemblies, multiple story assemblies, accessory structures, steps/stairs, structure concrete slabs, footings, piping, wiring, plumbing, mechanical and other materials, visible before and/or after demolition activity is complete, which are attached to or part of the structure. Load, haul and dump all debris at the appropriate landfill. This shall include any structure debris, structure contents, trash / garbage, white goods, appliances, HVAC units, trees and incidental vegetation, and soft combustibles but does not tires. Grading and backfill to be included and are required. An estimated number of yards will be provided in the scope of work, however, the Contractor is responsible for all required.
 - a. This item is separate from item #6 & #13 below and shall not be counted twice.
 - b. See additional disposal info for soft combustibles in item #12 below.
 5. DEMOLISH and DISPOSE of ALL IDENTIFIED SLAB ON-GRADE STRUCTURES with SIDING or BRICK EXTERIOR WALLS / SLAB TO REMAIN IN PLACE: demolish all parts of any structure identified onsite at, above the concrete slab, including wall assemblies (possibly with brick veneer), roof assemblies, multiple story assemblies, accessory structures, steps/stairs, piping, wiring, plumbing, mechanical and other materials, visible before and/or after demolition activity is complete, which are attached to or part of the structure. Load, haul and dump all debris at the appropriate landfill. This shall include any structure debris, structure contents, trash / garbage, white goods, appliances, HVAC units, trees and incidental vegetation, and soft combustibles but does not tires. Concrete slab and footings to remain in place and in tack. Grading and backfill to be included and may be required. An estimated number of yards will be provided in the scope of work, however, the Contractor is responsible for all required.
 - a. If a concrete structure slab is left in place, any potential asbestos containing tile must be removed by the Demolition Contractor from the slab surface, however, the mastic can remain.
 - b. See additional disposal info for soft combustibles in item #12 below.
 6. DEMOLISH and DISPOSE of ALL IDENTIFIED SLAB ON-GRADE STRUCTURES with CMU BLOCK EXTERIOR WALLS / SLAB TO REMAIN IN PLACE: demolish all parts of any structure identified onsite at, above the concrete slab, including wall assemblies (possibly with CMU structural wall), roof assemblies, multiple story assemblies, accessory structures, steps/stairs, piping, wiring, plumbing, mechanical and other materials, visible before and/or after demolition activity is complete, which are attached to or part of the structure. Load, haul and dump all debris at the appropriate landfill. This shall include any structure debris, structure contents, trash / garbage, white goods, appliances, HVAC units, trees and incidental vegetation, and soft combustibles but does not tires. Concrete slab and footings to remain in place and in tack. Grading and backfill to be included and may be required. An estimated number of yards will be provided in the scope of work, however, the Contractor is responsible for all required.

- a. If a concrete structure slab is left in place, any potential asbestos containing tile must be removed by the Demo Contractor from the slab surface, however, the mastic can remain.
 - b. See additional disposal info for soft combustibles in item #12 below.
7. DEMOLISH and DISPOSE of ALL IDENTIFIED MOBILE HOME STRUCTURES: demolish all parts of any structure identified onsite above grade and below 12 inches of grade, including wall assemblies, roof assemblies, accessory structures, steps/stairs, decking platform assemblies, chassis, tongue, axles, concrete slab, footings, piping, wiring, plumbing, mechanical and other materials, visible before and/or after demolition activity is complete, which are attached to or part of the structure. Load, haul and dump all debris at the appropriate landfill. This shall include any structure debris, structure contents, mobile home structure debris, trash / garbage, white goods, appliances, HVAC units, trees and incidental vegetation, and soft combustibles but does not tires. Grading and backfill to be included and are required. An estimated number of yards will be provided in the scope of work, however, the Contractor is responsible for all required.
 - a. See additional disposal info for soft combustibles in item #12 below.
8. THREE (3) DAY EMERGENCY ADDITIONAL FEE: Emergency situation must be declared by select City officials, when the Contractor is required to commence work within three (3) calendar days of written notification and all associated demolition debris removed within five (5) calendar days from issuance of the CDA Demolition Permit. This is a one-time flat fee that is added to the overall Work Order price.
9. TEN (10) DAY EXPEDITED ADDITIONAL FEE: Expedited situation must be declared by select City officials, when the Contractor is required to commence work within ten (10) calendar days of written notification and all associated demolition debris removed within ten (10) calendar days from the issuance of the CDA Demolition Permit. This is a one-time flat fee that is added to the overall Work Order price.
10. RESTRICTED ACCESS ADDITIONAL FEE: property locations where the street is less than 15 foot wide from back of curb to back of curb, which restricts the maneuverability of equipment and vehicles to access the site. Street width limitation may require the Contractor to hire additional personnel to flag traffic. This is a one-time flat fee that is added to the overall Work Order price.
 - a. If any phone, cable and/or other line, not controlled by the City, is hanging less than 14 foot above grade is the Contractors responsibility to contact the service provider or manage temporary access measures. If just this situation exists at a site, the Contractor will not be paid restricted access fee for this site condition.
 - b. If any City electrical service line is hanging less than 14 foot above grade, the Demolition Program Manager shall arrange for the Utility Department to temporarily raise the line during the demolition work. Contractor will need to coordinate a start date with the Demolition Program Manager / Utility Department at least 48 hours in advance. No restricted access fee will be paid for this site condition. Contractor to discuss this with the City Inspector at the time of CDA Site Pre-conference inspection.
11. REMOVE IDENTIFIED TREES and VEGETATION: remove, haul and dispose of all marked trees and clusters of thick vegetation, regardless of size or quantity, completely from the ground and/or saw-cut as close to the ground as possible above the root flare, but no higher than 2 feet above grade. Only trees that are severely damaged by fire, in threat of falling or act as a hindrance to the demolition of the structure shall be required to be removed. Stump grinding is not required. Removal of incidental vegetation is allowed.
 - a. In the event that an exceptionally large tree is required to be removed and is located in a precarious location that may threaten harm or destruction to adjoining properties, the public right of way during removal and/or obstruct access to the structure, a *Change Order* may be considered, if deemed necessary by the City Inspector, or CmDv may have the tree removed prior to the Demolition Contractors start of work. Contractor to be mindful that a licensed arborist may be required.
 - b. An optional disposal location of all wood (unpainted and not treated) is the SCRD Wood Products, LLC recycling center located at 1230 Dallas Avenue, Alexandria, LA. Contact number is 318-346-6027.

- i. Demolition Contractor must have prior approval from the CmDv office prior to disposal at SCRD. We will have to know the dump truck #, driver's name, address being dumped, and estimated yardage.
 - ii. If a Demolition Contractor is found dumping debris from another site without City permission but charging to the City's account, they will be subject to fines and penalties and may be disbarred from working with the City for up to two (2) years.
 - c. Contractor may also opt to haul, mulch and/or dump the vegetation themselves offsite since this is not considered C&D material.
12. REMOVE and DISPOSE OF EXCESS DEBRIS and SOFT COMBUSTIBLES: remove, haul and dispose of all trash, house contents, debris, garbage, vegetation, and soft combustibles (mattresses, sofas, excessive clothing) found on the job site, which is not part of the debris generated by demolition services. This shall be included in the price for items #2 through #7 above. If deemed necessary by the City Inspector for excessive quantities, a *Change Order* may be allowed.
 - a. An optional disposal location is the Waste Connections Transfer Station located at Hwy 165 South, Alexandria, LA. Contact number is 318-448-9752. Waste Connections shall bill the City directly for disposal costs.
 - i. Demolition Contractor must have prior approval from the CmDv office prior to disposal at Waste Connections Transfer Station. We will have to know the dump truck #, driver's name, address being dumped, and estimated yardage.
 - ii. If a Demolition Contractor is found dumping debris from another site without City permission but charging to the City's account, they will be subject to fines and penalties and may be disbarred from working with the City for up to two (2) years.
13. REMOVE and DISPOSE of METAL WHITE GOODS DEBRIS: remove, haul and dispose of all white goods (metal appliances) found in the structure or on the property to an appropriate landfill.
 - a. An optional disposal location all metal white good is the SCRD Wood Products, LLC recycling center located at 1230 Dallas Avenue, Alexandria, LA. Contact number is 318-346-6027.
 - i. Demolition Contractor must have prior approval from the CmDv office prior to disposal at SCRD. We will have to know the dump truck #, driver's name, address being dumped, and estimated yardage.
 - ii. If a Demolition Contractor is found dumping debris from another site without City permission but charging to the City's account, they will be subject to fines and penalties and may be disbarred from working with the City for up to two (2) years.
14. RELOCATE TIRES: relocate all abandoned, trash tires found in the structure or on the property to be piled in one accessible curbside area to be later disposed of by City Sanitation Department. This is required for any of these items found on the site up to the time of Demo Final inspection. Demo Contractor shall notify the City Inspector at least one day in advance of completing all work so that timely coordination for pick-up can be arranged with the City's Sanitation Department. There will be no charge to the Demolition Contractor for leaving this debris.
15. DEMOLISH and DISPOSE of ALL IDENTIFIED SLABS: dig up and demolish all parts of any slab identified onsite, regardless of material composition, such as concrete, asphalt, brick and/or stone. Locations may include driveway, parking pads, decking / porch, sidewalk, tank bases, drain borders, etc. This shall include any footings, slab reinforcing, pilings, piping, wiring, plumbing, mechanical and other materials, visible before and/or after demolition activity is complete, located at and/or within 12 inches below grade level. Load, haul and dump all slab debris at the appropriate landfill. Grading and backfill to be included and are required. An estimated number of yards will be provided in the scope of work, however, the Contractor is responsible for all required.
 - a. If a driveway apron must be removed, the apron must be saw-cut to provide a clean edge for demolition or removal to the nearest existing expansion joint. Typical thickness is 4 inches.
 - b. This shall not apply to service lines buried more than 12 inches below grade that are not visible.
 - c. This item is separate from item #2 through #7 above and shall not be double counted.

16. DEMOLISH and DISPOSE of IDENTIFIED PROPANE, BUTANE, SEPTIC TANKS, GREASE TRAPS, CATCH BASINS and/or DRAINS: pump-out, detach and remove of any propane, butane, septic tank or grease trap, catch basin and/or drain regardless of size, at, above or below grade, including inlet line and leach field lines. City Inspector shall identify unit to be removed with bright colored paint. Any service lines greater than 12 inches below grade that are left to remain must be capped to prevent discharge. Load, haul and dump all tanks, traps and/or drains at the appropriate landfill. Grading and backfill to be included and are required. An estimated number of yards will be provided in the scope of work, however, the Contractor is responsible for all required.
 - a. This does not apply to any type of underground, commercial petroleum fuel tanks regulated by EPA. If applicable, a change order will be requested by CmDv.
17. RECOVER HVAC REFRIGERANT: certified and trained labor and equipment to legally remove, recover or recycle all HVAC refrigerant prior to demolition and disposal. City Inspector shall identify unit to be removed with bright colored paint.
18. DEMOLISH and DISPOSE of IDENTIFIED FENCING: this shall include fencing and/or retaining walls, made of wood, aluminum, vinyl, iron, PVC, chain link, etc, including gates, fence posts and foundations within 12" of grade, regardless of height. All fencing in front of the property parallel to the City street shall be removed. Load, haul and dump all fencing debris at the appropriate landfill.
 - a. An optional disposal location of all wood (unpainted and not treated) is the SCRD Wood Products, LLC recycling center located at 1230 Dallas Avenue, Alexandria, LA. Contact number is 318-346-6027.
 - i. Demolition Contractor must have prior approval from the CmDv office prior to disposal at SCRD. We will have to know the dump truck #, driver's name, address being dumped, and estimated yardage.
 - ii. If a Demolition Contractor is found dumping debris from another site without City permission but charging to the City's account, they will be subject to fines and penalties and may be disbarred from working with the City for up to two (2) years.
19. DEMOLISH and DISPOSE of IDENTIFIED SWIMMING POOLS and/or WATER FEATURES: drain, drill a hole at the bottom of the pool for permanent drain and remove all decking and/or top edge of pool and undercut by 12 inches from grade swimming pool and/or water features, regardless of material or size. In-ground pool wall and floor material can remain. Pool hole / void can be filled with pool decking debris and/or dirt up to grade. Load, haul and dump all above ground pools and/or water feature debris at the appropriate landfill. Grading and backfill to be included and are required. An estimated number of yards will be provided in the scope of work, however, the Contractor is responsible for all required.
20. PROVIDE and SPREAD CLEAN FILL DIRT MATERIAL: backfill low spots and grade the overall lot to bring the entire cleared site to a fine grade, level with the surrounding area. Contractor shall grade barren areas of the lot to ensure overall proper drainage goes towards the City street, drainage servitude or as directed by the City Inspector. Contractor shall be careful not to cause excess water to drain onto adjacent properties and/or restrict the natural drainage of the site. No spot on the site shall hold water.
 - a. This item does not include grading and backfill listed in any other item descriptions.
21. PROVIDE HAY LOT STABILIZATION: post demolition lot stabilization to include hay ground cover in barren areas and in the footprint of the structure removed. Hay stabilization shall be required for a minimum of 20 feet wide, from back of street curb and parallel with the City street, if the surface area is barren / dirt, to prevent mud from washing into the street.

III. ROTATING WORK ORDER ASSIGNMENT

CmDv will maintain a list of qualified Contractors who are under contract with the City to perform demolition services for negotiated unit prices over the course of one calendar year from the date of contract signing, with the option for annual renewal for up to two (2) subsequent years. *CmDv* will select which structures / items are to be demolished, removed, and/or disposed. One (1) *Work Order assignment* shall be sent to the next Contractor on the rotating *Work Order* list. For example: Address #1 will be assigned to Contractor #1; Address #2 will be assigned to Contractor #2, etc. This assignment will rotate through the entire list before starting to repeat.

CmDv reserves the right to assign multiple demolition site locations within one *Work Order Assignment*, based on criteria to be pre-determined, such as proximity or other reason deemed valid by *CmDv*. This may be in effort to clear multiple properties within one general street area due to the impact on the immediate neighborhood. NOTE: In no event can structures within NESHAP's definition of 330 feet of one another be demolished on the same day and claim NESHAP Exemption.

The Contractor will not be authorized to perform any work or be entitled to any compensation unless *CmDv* has issued a *Work Order Assignment Form* that has been signed by both the Contractor and appropriate *CmDv* staff. The *Work Order Assignment Form* shall indicate the work to be performed, term of the assignment and the compensation to be paid.

Once the Contractor agrees to the terms, the Contractor and Inspector will both sign a *Work Order Assignment Form*. This can be handled at the mandatory CDA Site Pre-Conference Inspection and/or via email, if needed. This *Work Order Assignment* will be sent to the Contractor approximately thirty (30) calendar days prior to the *CDA Demolition Permit* being issued to start work to allow time for the Contractor to schedule work accordingly. The Contractor shall have a maximum of five (5) business days to execute the *Work Order Assignment Form* after receipt from *CmDv*. An example of a timetable would be:

Date	Task
August 3 rd	<i>CmDv</i> will present City Council with a list of properties to be condemned and demolished.
August 8 th	Condemnation Resolution numbers are provided to <i>CmDv</i> .
August 9 th	<ul style="list-style-type: none"> <i>CmDv</i> will email ALL Contractors a list of ALL properties within this "batch" that are to be demolished and identify the initially assigned Contractor. <i>CmDv</i> will follow-up with a second email with each <i>Work Order Assignment Form</i> for each property awarded to a specific Contractor. "30 day" notification clock starts ticking. Be sure to schedule <i>CmDv</i> jobs in your upcoming calendar. The Contractor can begin schedule CDA Site Pre-conference inspections.
August 14 th	All <i>Work Order Assignment Forms</i> must be signed and returned to <i>CmDv</i> . <ul style="list-style-type: none"> If the job is accepted for the price shown, sign the WO and return. If a job is rejected, note that on the WO and return. This will count towards your maximum of 3 jobs rejected. Contractor to submit AAC-2 forms to <i>CmDv</i> for signature. Contractor to submit fully executed AAC-2 forms to LDEQ and await 10-day ADFV clearance to haul debris.
September 9 th	CDA Demolition Permits are issued to each Contractor per address. <ul style="list-style-type: none"> Contractor must start demolition within 5 working days of the first permit issuance.
October 6 th	All demolition work to be completed, cleaned from the site and pass CDA Demo Final inspection.
October 18 th	Any broken sidewalk, curbs, streets, etc must be repaired, if applicable, at Contractor's expense and pass inspect by the City's Engineering Department.
October 20 th	Certificate of Completion will be issued. <ul style="list-style-type: none"> Contractor to submit related invoices with address specific dump tickets.
November 22 nd	Contractor will be paid in full for services per address

Due to the randomness of *Work Order Assignments*, the Contractor is afforded some flexibility to accept or reject an assignment. The reason could be due to timing, existing work load, price, etc. However, during one entire contractual year, the Contractor will only be allowed to reject / pass on a maximum of three (3) *Work Order Assignments*.

- a. After a Contractor rejects / passes on three (3) *Work Order Assignments*, the Contractor will be removed from the rotating list for the remainder of the contractual year and any additional contract renewal extensions. The Contractor will be allowed to participate in the next pricing RFP solicitation.
- b. Should the Contractor elect to participate in the *Work Order* system the next years contractual RFP solicitation and yet rejects / passes on another three (3) *Work Order Assignments*, the Contractor will then be debarred from further participation for work with the City for two (2) years.

The decision for a *secondary / subsequent assignment* shall be the discretion of the *CmDv* Administrator, on behalf of the City. The options for *secondary / subsequent assignment* shall be to assign the project to the next Contractor on the rotating list or re-advertise the property scope of work for RFP. Reasons that could create a *secondary / subsequent assignment* would be in the event that a project is initially assigned to a Contractor, then the assigned Contractor:

- a. fails to execute the *Work Order Assignment* form;
- b. fails to satisfactorily and/or timely start or complete a project;
- c. rejects the terms of a *change order* for scope of work and/or price by either the Contractor or the City;
- d. has multiple assignments that have not yet been completed;
- e. has multiple assignments withdrawn by *CmDv* for cause;
- f. has their participation on the rotating list terminated; and/or
- g. fails to make repairs to public or private property damaged during the course of work.

IV. TYPE OF CONTRACT

A Professional Service Agreement (PSA) will define the terms and conditions agreed upon by the City and the Contractor. The contract will be for one (1) calendar year, with the option to annually renew for up to two (2) subsequent years. Pricing escalation / de-escalation negotiation requests must be initiated and submitted by the Contractor in writing sixty (60) days prior to the contract expiration date. Any price adjustments must be resolved prior to the renewal period. Contract renewals, if executed, will be handled as a *Change Order* for specific line item pricing changes and the extension for one additional year.

- a. 2023-2024 will be the initial contract period for this RFP.
- b. 2024-2025 will be the first year renewal period.
- c. 2025-2026 will be the second and final year renewal period.

In the event that some original Contractors are no longer participating in the program and/or there are less than three (3) Contractors remaining, the City reserves the right to publish a RFP to solicit other Contractors. For example: Contractor A is removed from the list for too many *Work Order Assignment* rejections and Contractor B elects to not participate in the first year renewal period, and there are only two other Contractors remaining. The prices submitted in new Contractor proposals will be considered to negotiate that years set unit pricing schedule with the remaining participating Contractors. New Contractor(s) may be added to the rotation list at that time of renewal only under this circumstance. If a Contractor who is on the renewal cycle does not agree to the price and conditions of the new proposals, they are not required to participate in the new year's list and will be eligible to submit proposals in subsequent years.

No *Work Order* will be assigned until after a PSA has been fully executed. A copy of the proposed PSA containing requirements, terms and conditions will be provided to the Contractor at the time of contract negotiation. The City expects to execute the contract as soon as possible after the submittal date, however, no more than sixty (60) calendar days from the submittal response date.

The City reserves the right to revise any proposed contract in connection with negotiations with Contractors on the rotating *Work Order* list and to revise any executed contract (as allowed by the contract terms & conditions) at any time to include additional terms and conditions as may be required. The City reserves the right, at its sole discretion, to completely terminate any or all negotiations in regard to the *CmDv* Demolition Program (prior to contract execution) and request new submittals of

qualification, if satisfactory contract negotiations are not reached within fifteen (15) business days after the bid opening / renewal deadline date.

If a Contractor's participation on the rotating *Work Order Assignment* list is terminated for *cause* or assignments are withdrawn for *cause*, *CmDv* shall provide written notification stating the reasons within thirty (30) calendar days. Contractors cited with reasons for *cause* may lead to contract termination, being removed from *in good standing status* and may be *debarred* for up to two (2) calendar years. Proper allowance shall be made for circumstances beyond the control of the Contractor. *Cause* may be any of the following reasons but not limited to:

- a. Failure to follow procedures / requirements defined in the *Work Order Assignment*;
- b. Failure to secure *CDA Demolition Permit* before starting work;
- c. Failure to wet demolition activity;
- d. Failure to coordinate air monitoring prior to start of work, if applicable;
- e. Failure to legally dispose of demolition debris and materials;
- f. Failure to call for inspections as defined on the *CDA Demolition Permit*;
- a. Failure to complete work within the time specified on the *CDA Demolition Permit* and/or approved extensions;
- b. Failure to complete tasks with good workmanship practices;
- c. Failure to clean and grade the site properly;
- d. Failure to provide required insurances, forms and/or documentation to *CmDv* or *LDEQ*;
- e. Failure to correct complaints / inspection failures / damages within the allocated time period;
- f. Rude or disrespectful behavior to City personnel;
- g. Any event that is determined as *cause* for a *Work Order Assignment* to be terminated by the City or for bid awards to be withdrawn.

V. CDA DEMOLITION PERMIT

After a Contractor executes signature on a *Work Order Assignment*, within approximately thirty (30) calendar days, the *CDA Demolition Permit* shall be issued to the Contractor to serve as the Notice to Proceed. This permit shall be at a cost of \$100.00 per Demolition Permit and must be paid at any time after the *Work Order Assignment* Form is executed but prior to the issuance of the Demo Permit. The fee is subject to change per City Council authority. Submittal requirements for the issuance of a *CDA Demolition Permit* shall be:

- a. Fully executed *Work Order Assignment*;
- b. Completed AAC-2 forms signed by the Contractor and City and submitted to *LDEQ*;
- c. Expiration of the ten (10) business day review period of the AAC-2 forms by *LDEQ*;
- d. ADVF form issued by *LDEQ* after an AAC-2(a) form has been reviewed.

CDA Demolition Permits issued by *CmDv* are valid for a maximum of thirty (30) calendar days from the date of issuance. One Demolition Permit will be issued per address, however, multiple Permits may be issued with the same issue date and expiration date. If multiple *CDA Demolition Permits* are issued at one time, the Contractor shall make every effort to demolish all buildings assigned within the original thirty (30) calendar days from issuance. However, there shall not be more than five (5) calendar days from the end of address to the start of another. Being a part of the rotating Contractor list assumes that you will prioritize any *Work Order Assignments* without delay.

No rain days or holidays will be allowed to extend the permit expiration date. Any valid requests for permit extensions shall be submitted in writing for consideration / permission from the *CmDv* Administrator. Maximum number of extensions to be considered is two (2), which will provide a total of ninety (90) calendar days. However, extensions will only be granted in extreme circumstances. It shall be noted that there are specific deadlines that *CmDv* must comply to HUD, therefore, the Contractor shall not assume that any extension shall be granted.

The City reserves the right to inspect any and all permits, licenses and work at any time prior to or during the demolition process. The Contractor shall be responsible to procure all permits and licenses under federal, state and local laws, pay all charges and fees, including notifying 811 prior to the start of work. The City will have all utilities disconnected prior to the issuance of the *CDA Demolition Permit*.

In the event that the structure is demolished illegally, without permits or knowledge by *CmDv*, or by fire or natural disaster from the time of *Work Order Assignment* to the start of demolition activity, the *Work Order Assignment* may be withdrawn by *CmDv* and there shall be no commitment of payment. *CmDv* will make every effort to verify the existence of the structure prior to *assignment*.

Contractor shall be responsible for any damages they may cause, whether on public or private property. This shall include but not be limited to: busted sidewalk, curb or City street; utility line or tap; neighboring house or fence; etc. Contractor shall make repairs immediately but in no instance later than fifteen (15) calendar days after all demolition work is completed. A Certificate of Completion will not be issued nor will the Contractor will not be paid until all work has been repaired to City standards, as applicable.

Time is of the essence in the performance of the services of demolition and securing of structures. Failure of the Contractor to perform as described, or not complete all activities as required and provided herein, may result in the assessment of liquidated damages of \$500 per day.

VI. INSPECTIONS

In the process of a *Work Order Assignment* and the issuance of the CDA Demolition Permit, there are two (2) mandatory inspections required:

- a. CDA Site Pre-Conference Inspection – this inspection can be requested after the *Work Order Assignment* has been sent to the Contractor but before the *CDA Demolition Permit* is issued. Contractor shall request the inspection 24 hours in advance of the requested time by calling 318-449-5072. This inspection allows the Contractor to walk the site with the City Inspector to review scope of work, pricing, possible change orders, and timeline for completion of work. Contractor and Inspector can also sign the *Work Order Assignment Form* together after the inspection is completed to show that both parties agree. Painted items for removal may have washed away by weather conditions since the time it was originally marked. If the Contractor does not request a CDA Site Pre-Conference Inspection, *Change Orders* for conditions that could have been identified during the inspection will not be considered.
- b. CDA Demolition Final Inspection – Contractor shall request the inspection by calling 318-449-5072 to schedule the inspection 24 hours in advance of work being completed. In the event the work is not completed at the time of the final inspection and/or fails the inspection, the Contractor shall be subject to re-inspection fees. Re-inspection fees shall be due and paid prior to the Contractor being paid for work performed. The Contractor will not be paid for services until this inspection is passed.

VII. CHANGE ORDERS

In the event that all Contractors on the rotating list reject / pass on a specific property, *CmDv* reserves the right to consider a *Change Order*, reassign the Work Order to the next Contractor on the rotating list or to publish the scope of work under a separate RFP.

- a. If a *Change Order* is submitted by the Assigned Contractor, the price and conditions shall be considered. *CmDv* reserves the right to negotiate the price of the *Change Order* submitted. The Contractor has the right to reject the negotiated price or conditions, which will then be considered a rejected assignment.
- b. If the *Change Order* method is utilized for an entire job, all Contractors who rejected the initial *Work Order Assignment* would be eligible to submit a *Change Order* price. At that time, the lowest *Change Order* price submitted would be selected for the *Work Order Assignment*. *CmDv*'s Administrator must authorize all *Change Orders*.
- c. In the event that the Contractor rejected / passed on the first *Work Order Assignment* but may later be authorized for the *Change Order* to perform the work, the initial *Assignment* will still count towards the total of three (3) rejections allowed.
- d. If the RFP method is utilized, all eligible Contractors on the rotating list would be eligible to submit a proposal to the RFP. Example: This may be used if the City owns a property that needs to be demolished. It would be considered a Public Project and would be required to follow different procurement and EPA regulations.

- e. Any potential *Change Order* requests should be discussed during the CDA Site Pre-conference Inspection with the City Inspector, if obvious at the time of visit.

Other site specific *Change Orders* may be considered on a case by case basis and will only be considered for unforeseen conditions disclosed during the course of work and which are necessary to complete the defined scope of work. The *Change Order* must specify the scope of work to be performed and a price for the same. The City Inspector must deem the requested change permissible and necessary. Any *Change Order* request must be submitted by the Contractor in writing to the *CmDv* Administrator. In the event that *CmDv* initiates the reason for the *Change Order*, the scope of work will be defined in writing to the Contractor for pricing request. All *Change Orders* must be fully executed prior to the start of the change in scope of work.

VIII. INVOICING FOR PAYMENT

The payment amount for a specific property *Work Order Assignment* shall be agreed upon by a fixed fee schedule and/or a *Change Order*, as applicable. The Contractor is not authorized to perform any services, which exceed the authorized funding amount specified in a *Work Order Assignment* without prior written approval.

Once the work is complete and required inspections are passed, the Contractor will be issued a Certificate of Completion (CoC). The Contractor may submit an invoice at any time after the *CDA Demolition Permit* is issued. Each address where work was performed shall be listed on any related invoice submitted and an invoice can list more than one address. Invoice submittal questions may be directed to 318-449-5073. Invoices will not be paid until all requisite documentation, like dump tickets for each property, are submitted to *CmDv* and a CoC has been issued.

The City shall make a one-time payment to the Contractor for 100% of each property invoice under the *Work Order Assignment* amount due within thirty (30) calendar days of receipt of all requisite documentation. The City reserves the right to pay invoices individually per job or in bulk for all jobs completed and invoiced to date.

Payment for each *Demolition Services* invoice may be paid with either City general funds or HUD federal funds based on the availability of money each fiscal year. The funding source shall be identified on the *Work Order Assignment Form*, however, this is subject to change during the course of the project but have no impact to the Contractor.

IX. MINIMUM PREREQUISITES

To be considered for award of this contract, the prime Contractor must have and provide the following minimum prerequisites:

- Hold and provide current / active Certificates of Insurance for the following required insurance coverages, which are to remain in force at all times during the contract period. It shall be the Demolition Contractors responsibility to ensure that any subcontractor(s) hired also have the same insurance coverages. The City reserves the right to request additional insurance coverage or terms during the contract negotiation period. The cost of any insurance deductibles shall be borne by the Contractor.
 - i. Commercial General Liability Insurance covering premises-operations, products-completed operations, independent contractors and contractual liability. Minimum combined single limit bodily injury/property damage coverage shall be \$1,000,000. Property Damage liability shall be \$1,000,000 each occurrence.
 - 1. Prior to the execution of the PSA, the Contractor shall have the City shall be added as an "Additional Insured" with regard to General Liability Insurance and shall provide a current Certificate of Insurance as confirmation of the same. The City shall receive ten (10) day notice of cancellation of any required coverage.
 - ii. Workers' Compensation Insurance pursuant to Louisiana Law.
 - iii. Commercial automotive liability insurance coverage, not less than the minimum State Law requirements, on all vehicles being used on this project in the contract award. The Contractor and/or Subcontractors

shall be prohibited from using personal vehicles for the demolition of structures and hauling / removal of debris.

iv. An Umbrella Policy or excess may be used to meet minimum requirements.

- Contractor must provide written proof that they are not listed as an EPLS (Excluded Parties List System) on the Federal Government's SAM's (System for Award Management) website at www.sam.gov/portal/sam . Any bidder that is found listed on SAM's as in violation, shall automatically be rejected from bidding privileges, *CmDv Qualified Contractor Registration* and/or bid award, by Category and/or in its entirety.
- Contractor must already have a *COA / CmDv Contractor Registration* number on file or must complete an application at least three (3) business days prior to RFP submittal. Call 318-449-5072 for information. Document is available at www.cityofalexandria.com/Community-Development.
- Hold a status of *in good standing* with *CmDv*, if they have ever worked on *CmDv* or City projects in the past.
- Out of state corporations and/or limited liability companies shall furnish a certificate of registration to transact business in the State of Louisiana prior to signing of a contract with the City of Alexandria.
- Agree by document signature to show a good faith effort to comply with the City's AFEAT (Alexandria Fairness, Equality, Accessibility, and Teamwork) Program. Participation by minority and/or disadvantaged business enterprise firms is encouraged. For more information on AFEAT and the City of Alexandria's Diversity in Action Initiative, and to explore a local and statewide directory of minority businesses, please visit www.diversityinaction.org or call 318-449-5015 for information.
- Agree by document signature to show a good faith effort to comply with the City's Non-Discrimination Statement. Call the City's Legal Division 318-449-5015. Furthermore, Contractor shall acknowledge that all contracts shall contain provisions requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11236 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.
- Agree by document signature that the Contractor is acknowledging that they have not been convicted of, nor has entered into a plea of guilty or nolo contendere to any of the crimes or equivalent federal crimes.
- Any Contractor that is or has been involved in litigation in the last 5 years may be prohibited from participation. If the Contractor is or has been in litigation or has pending litigation arising out of the performance or delivery of services similar to those described herein, Contractor shall provide a brief explanation of the issues involved and the outcome, if resolved.

X. MINIMUM QUALIFICATIONS

To be considered for award of this contract, the prime Contractor must have the following minimum qualifications:

- Hold an active License as a Residential and/or Commercial Contractor with the Louisiana State Licensing Board of Contractors (LSLBC). A LSLBC specialty registration in Wrecking and Dismantling is also preferred;
 - If a prime Contractor will be subcontracting some of the work out, the subcontractor's name, State licenses and information must be submitted at the time of submittal on Attachment #1.
- At least two (2) years of demolition experience working with a government public sector;

- An inventory of equipment readily available to perform all requested services. If the Contractor solely depends on renting of equipment (excavators, dumpsters, hauling trucks, etc) and the Contractor is habitually late on completing *Work Order Assignments*, this may be considered as *cause* for termination or a Work Order being withdrawn;
- Personnel capacity of a minimum of three (3) employees / contract labor to be onsite for any given project. One to perform wetting, one to operate equipment and one to transport disposal.
- A Solid Waste Transporter # is required to transport any type of solid waste in the State of Louisiana (LAC 33:VII). Contact LDEQ Permit Support Services Divisions, Notifications and Accreditations Section at 225-219-1665 to apply for a SW transporter #.

XI. EVALUATION CRITERIA

The RFP evaluation committee comprised of City staff will evaluate all Contractor qualifications based on the Evaluation Score Methodology chart below.

Evaluation Score Methodology	Max Points Available
Company years in business for services requested.	15 points
Capacity of readily accessible labor and equipment inventory. (Two points given for each piece of equipment in Contractor’s existing inventory).	20 points
Capacity to perform the work without engaging in the use of any subcontractors. If subcontractors will be utilized, provide their names, license numbers and contact phone numbers.	10 points
Provide three (3) examples of demolition projects completed for other municipalities, towns and/or parish government with a contact person’s name and phone number for reference.	10 points
Contractor’s office / home base location for proximity, accessibility and mobilization to Alexandria.	10 points
Past work history with CmDv on demolition projects in the past five (5) years.	20 points
Fair and reasonable market rate fee schedule	15 points
Total Maximum Possible Score:	100 points

The City will then select the top four (4) highest ranked Contractors. The fee schedules for those top four (4) ranked Contractors will reviewed to identify the lowest responsible, responsive price per task. CmDv will define a set fee schedule per task based on existing cost data and submitted fee schedules. CmDv will then extend the offer to participate in the rotating list of ranked Contractors based on set pricing. CmDv may elect to collectively negotiate set prices, if necessary. If an agreement cannot be reached with the top four (4) highest ranked Contractors, then CmDv will notify the Contractors and terminate negotiations. The next four (4) highest ranking Contractors may be contacted for negotiations. This process may continue until successful negotiations are achieved. If all efforts are exhausted, another RFP may be published.

XII. PARTICIPATION and SUBMITTAL INSTRUCTIONS AND DEADLINES

A Pre-Bid Conference is mandatory for all interested Contractors. The meeting will be held at 625 Murray Street, Second Floor, Planning Conference Room on September 14, 2023 at 3:00 pm.

Purpose is to discuss specific details and questions of the published RFP during this meeting. The Contractor can submit written questions via email prior to the Pre-Bid Conference, however, questions will only be answered during the Pre-Bid Conference and no other time. Any potential changes to the RFP, typically provided as an Addendum, will be verbally addressed in the Pre-Bid Conference. If a Contractor fails to attend this Mandatory Pre-Bid Conference, any bids submitted will be considered non-responsive and will be rejected.

RFP response submittals are due on September 28, 2023 at 9:00 am.

Faxed, emailed, mailed or delivered responses will be acceptable for convenience. However, it is recommended that all proposals be submitted via certified mail, physical or other commercial courier services so the Contractor will have

a written record of the timely delivery. Since there is an opportunity for prices to be negotiated after proposals are submitted, there will not be a bid opening for the Contractors to attend.

Requested information must be submitted on the two (2) response forms provided, Attachment #1 (Contractor Qualifications) and #2 (Contractor Fee Schedule).

Responses must be typed, bound and signed within space provided. No additional sheets will be accepted, unless they specifically address litigation issues cited in Section IX.

Complete RFP packet may be obtained at the City of Alexandria's website. There is no charge to download bid documents. Visit www.cityofalexandria.com/rfp.

Postal and physical mail submittals shall be addressed to:	Other acceptable submittal methods:
City of Alexandria, Community Development Department	Email: cda@cityofalex.com
Attn: Chad Reed, Demo Program Manager	Fax: 318-449-5031
625 Murray Street, Suite 7 (mailing), Alexandria, LA 71301	Phone: 318-449-5071
625 Murray Street, Third Floor (physical), Alexandria, LA 71301	www.centralauctionhouse.com (225-810-4814)

Pursuant to Louisiana R.S. 38:2212 B.(6)(a) through E. (1-7) and R.S. 38:2212.1 B.(4)(a), vendors / Contractors have the option to submit their proposals electronically. Registration will need to be completed prior to posting of bid.

Task Description	Deadline Date
RFP published in Town Talk # 1 and posted to COA website	September 1, 2023
RFP published in Town Talk #2 advertisement	September 13, 2023
Mandatory Pre-Bid Conference	September 14, 2023 at 3:00 pm CST
RFP published in Town Talk #3 advertisement	September 24, 2023
Deadline for submitting a proposal	September 28, 2023 at 9:00 am CST
Notice of Intent to Award	Issued no later than October 13, 2023
Contract Start Date	No later than November 30, 2023

XIII. RULES GOVERNING COMPETITION

The City reserves the right to reject any and all responses. Contractors not selected will be notified in writing by the City. The City reserves the right to revise any part of the RFP by issuing an addendum to the RFP at any time prior to the submission deadline. Issuance of this RFP in no way constitutes a commitment by the City to award a contract. The City reserves the right to accept or reject, in whole or part, all Qualification Responses submitted and/or cancel this announcement if it is determined to be in the City's best interest. All materials submitted in this response become the property of the City and selection or rejection of a submittal does not affect this right. The City also reserves the right, at its sole discretion, to waive administrative informalities contained in the RFP.

The City will not be responsible for costs associated with preparing the RFP, or for costs including attorney fees associated with any challenge (administrative, judicial or otherwise) to the determination of the highest-ranked Contractor(s) and/or awarded contract and/or rejection of qualification. By submitting a response to the RFP, each Contractor agrees to be bound in this respect and waives all claims to such costs and fees.

Applicants should carefully examine the entire RFP, any addenda thereto, and all related materials and data referenced in the RFP. Applicants should become fully aware of the nature of the work and the conditions likely to be encountered in performing the work.

All RFP qualification responses must be signed by the Contractor authorized to enter into a PSA with the City. The name and title of the individual(s) signing the qualification must be clearly shown immediately below the signature.

Contractor selection shall be announced within fifteen (15) business days of the submittal deadline. All offers must be complete

and irrevocable for sixty (60) business days following the submission date. One copy shall be retained for the official files of the City and will become public record after bid opening or final unit price fee schedule is published.

A Contractor may withdraw a proposed submittal at any time prior to the final submission date by sending written notification of its withdrawal, signed by an agent authorized to represent the agency. The respondent may thereafter submit a new or modified proposal prior to the final submission date. Modifications offered in any other manner, oral or written, will not be considered. A final proposal cannot be changed or withdrawn after the time designated for receipt, except for modifications requested by the City after the date of receipt and/or collective negotiations.

XIV. REGULATIONS

The Contractor shall comply with all Federal, State and local laws, ordinances and regulations affecting demolition and disposal. This shall include wetting during removal, white goods removal prior to disposition at landfill, etc. This shall also include all regulations for OSHA, NESHAP, EPA, LDEQ, HUD, Clean Air Act, etc.

The Contractor shall protect and defend, at Contractor's expense, and indemnify and hold harmless, the City and its representatives, officers, agents, and employees from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any act or omission by the Contractor or by any officer, employee, agent, invitee, subcontractor, or sublicenses of Contractor.

All demolition debris to be disposed shall be dumped at a commercial dump facility as required by the classification of the debris. Weigh/dump tickets shall be submitted to CmDv with invoices for payment, as documentation of legal disposal prior to receiving payment. This may be subject to an audit by the City of Alexandria, EPA, LDEQ and/or HUD.

CmDv will qualify certain residential structure under the NESHAP Exemption, 40 CFR §61.141(1995), 60 Fed. Reg. 38725, 38726 (July 28, 1995)(to be codified at 7 CFR. 61.141), and LAC 33:III.51§5151(2019). Exemption requires a pre-demolition checklist for:

- a. Air Quality per LAC 33:III.1305: Use of water for control of dust;
- b. Solid Waste per LAC 33:VII.115: Waste segregation and disposal plan for proper disposition of wastes associated with demolition;
- c. Refrigerant Handling per 40 CFR Part 82, Subpart F: Refrigerant recovery prior to disposal of air conditioning systems.

During the demolition process, in the event there is an unauthorized discharge that causes an emergency condition, the discharger shall follow all procedures required in the Louisiana Administrative Code, Title 33, Part I, Subpart 2, Chapter 39 (LAC 33:I Ch39). The Contractor and/or their subcontractors may elect to maintain Pollution and Accidental Spill Coverage.

Any materials and/or equipment left on the site are the responsibility of the Contractor. Any loss of materials or equipment due to theft, vandalism, etc. shall be the total responsibility of the Contractor.

Salvage rights belong to Contractor as soon as the *Work Order Assignment* is fully executed by both the City and the Contractor. After that time, it is the Contractors discretion to allow the owner or other parties the salvage of any materials left on the property.

--END--

RFP #2304 Attachment #1 – Contractor Qualifications

PRIME CONTRACTOR NAME:	
BUSINESS STREET ADDRESS:	
BUSINESS CITY, STATE & ZIP:	
PHONE NUMBERS:	Office: _____ Cell: _____
COA CONTRACTOR REGISTRATION #:	
LSLBC LICENSE #:	
YEARS IN DEMOLITION BUSINESS :	
# OF LABOR PERSONNEL:	
TYPES OF EQUIPMENT IN BUSINESS INVENTORY: (check all that apply)	<input type="checkbox"/> Chain Saw <input type="checkbox"/> Tractor/Trailer, Lowboy or Dump Trailer <input type="checkbox"/> Excavator <input type="checkbox"/> Water Supply Tank (minimum 500 gal) <input type="checkbox"/> Skid Steer <input type="checkbox"/> Water Hose & Nozzle (50 gal per min)
POTENTIAL SUBCONTRACTOR #1:	
POTENTIAL SUBCONTRACTOR #2:	
POTENTIAL SUBCONTRACTOR #3:	
GOVT ENTITY REFERENCE #1:	Jurisdiction: _____ Project: _____ Contact Name: _____ Phone: _____
GOVT ENTITY REFERENCE #2:	Jurisdiction: _____ Project: _____ Contact Name: _____ Phone: _____
GOVT ENTITY REFERENCE #3:	Jurisdiction: _____ Project: _____ Contact Name: _____ Phone: _____
ESTIMATED # OF DEMO PROJECTS PREVIOUSLY COMPLETED FOR CMDV IN THE PAST 5 YEARS:	

Authorized Contractor's Signature

Date

RFP #2304 Attachment #2 Contractor Work Order Fee Schedule 2023-2024

Task #	Work Description – see Section II for detailed work description	Price	Method
1	Wet all demolition activity	included	
2	Demolish & Dispose Pier and Beam Raised Structures		sf
3	Demolish & Dispose Slab On-Grade Structures with Siding or Brick		sf
4	Demolish & Dispose Slab On-Grade Structures with CMU		sf
5	Demolish & Dispose Slab On-Grade Structures with Siding or Brick; Slab to remain		sf
6	Demolish & Dispose Slab On-Grade Structures with CMU; Slab to remain		sf
7	Demolish & Dispose Mobile Home Structures		sf
8	Three (3) Day Emergency Additional Fee		each
9	Ten (10) Day Expedited Additional Fee		each
10	Restricted Access Additional Fee		each
11	Remove & Dispose Trees & Vegetation		per address
12	Remove & Dispose Excess Debris & Soft Combustibles		per address
13	Remove & Dispose Metal White Goods		per address
14	Relocate Tires	included	per address
15	Demolish & Dispose Slabs		sf
16	Demolish & Dispose Tanks, Traps, Basins and/or Drains		each
17	Recover HVAC Refrigerant		each
18	Demolish & Dispose Fencing		lf
19	Demolish & Dispose Swimming Pool and/or Water Features		each
20	Provide & Spread Clean Fill Dirt		yd
21	Provide Hay Lot Stabilization		each

- Fee Schedules without completed signature / company information will automatically be rejected. All information must be completed in ink. Signature must be hand written. Electronic or stamped signatures will be considered non-responsive and will be rejected. All information requested on this Form must be typed, with the exception of the Authorized Signature.
- This RFP does not represent a City public or urban project and is not part of a larger construction public project. These are *Nuisance Abatement Demolitions*.

Since Attachment #2 is on two (2) separate pages, Contractor must acknowledge receipt of this page.

Authorized Contractor's Signature

Date

All three (3) pages of RFP #2304 Attachment #1, #2 and this page must be returned as the RFP response proposal.

COMPANY NAME _____ DATE _____

STREET ADDRESS _____ P O BOX _____

CITY _____ STATE _____ ZIP _____

TELEPHONE NUMBER _____ DUNS NUMBER _____

AUTHORIZED SIGNATURE: _____

EMAIL RFP #2304 COMPLETED FORM TO: cda@cityofalex.com by
Thursday, September 28, 2023 at 9:00 am.