



**ST. JOSEPH COUNTY PARKS AND RECREATION
COMMISSION**

602 East Main St.
P.O. Box 427
Centreville, MI 49032-0427

Telephone: (269) 467-5519
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REQUEST FOR PROPOSALS
Building Demolition and Site Restoration

October 29, 2009

St. Joseph County Parks is seeking sealed-bid proposals from licensed contractors to acquire permits, and provide equipment and labor for building demolition and site clean up at Meyer Broadway Park. St. Joseph County purchased an 11-acre parcel at 59022 Roberts Rd., Three Rivers, MI. The parcel is an old farmstead and has outbuildings and a farm house that are collapsing. A post and beam barn and attached structure will be left alone. The site has also been used for illegal dumping of household refuse. This RFP requires two standing structures to be demolished, three downed outbuildings cleaned up, all refuse removed, and the site finish-graded and seeded.

PROJECT LOCATION: 59022 Roberts Rd.
Three Rivers, MI 49093

CONTACT PERSON: John Pence, Director
St. Joseph County Parks
P.O. Box 427
Centreville, MI 49032
(269) 467-5519

OTHERS INVOLVED: Fabius Township
Waste Management, Inc.

PROPOSAL DUE: Proposals must be marked "SEALED BID, MEYER BROADWAY FARMSTEAD DEMOLITION," and are due in the Parks & Recreation office by **Tuesday, November 10, 2009, by 4:00 p.m.** Facsimile or emailed proposals will not be accepted. A public opening of the proposals will be held immediately after the submission deadline.

Parks & Recreation Building
P.O. Box 427
602 E. Main St.
Centreville, MI 49032

(Building is located behind MSU Extension office, between Sheriff's Dept. and Fairgrounds.)

AVAILABLE DOCUMENTS: Aerial photo (included)

SCOPE OF WORK

- Site visit: It is highly recommended that contractors visit the project site to examine site conditions and constraints prior to submitting a bid.
- Insurance: Contractors shall be responsible for the proper protection of all personnel, materials and equipment stored on or off the County's property or incorporated into the work. The contractor will also be responsible for all subcontractors who may be employed by the contractor in performance of the proposed project. The insurance coverage provided by the contractor shall include but not be limited to workman's compensation, comprehensive general liability and property damage. The contractor awarded the project must submit certificates of insurance showing coverage amounts prior to commencing any work.

Permitting, Demolition and Site Restoration

1. Meet with Property Owner/Parks Dept. for site evaluation.
2. Apply for and receive Demolition Permit from Fabius Township.
3. Coordination with MISS DIG System, Inc. to locate all utilities.
4. Supervision of labor and materials to properly complete project.
5. Demolish and remove old farm house and unattached garage.
6. Remove house foundation to a depth of 4 feet.
7. Break up all concrete and floor in basement to pieces no larger than 2 ft. x 2 ft.
8. Fill basement with rock, concrete or soil; finish with 12" of topsoil.
9. Clean up of scattered and dumped refuse around house and barns.
10. Obtain necessary permits and provide required records of plugging and sealing of the abandoned water well at west end of farmhouse.
11. Break up concrete septic tank and dry wells (2) and fill with rock, concrete or soil; finish with 12" of topsoil.
12. Remove fallen outbuildings (3).
13. Preserve and protect post & beam barn and attached building.
14. Attend progress meetings as scheduled or needed.
15. All refuse material to be hauled to Westside Landfill, 2 miles from project location.
16. Tipping/disposal fees at Westside Landfill will be waived.
17. Trucking expenses are the responsibility of the bid-awarded contractor.
18. All access routes and project site shall be restored to previous topography, seeded and mulched.
19. Complete project close-out (punch list, final billing)

PROPOSALS SHALL INCLUDE THE FOLLOWING

1. Name, address and brief history of company.
2. Brief resumes of key personnel to be assigned to this project.
3. Detailed bid, itemizing all costs for the work described above. Include any and all fees for service, materials, permits or documents.
4. Estimated number of days from notice of award to project completion.
5. Related experience during the last three years. Include examples of other projects that are similar in scope to this one. Include contact name, telephone number, and brief explanation of the project including value.
6. Two (2) copies of complete proposal.

PROJECT AWARD

A recommendation for selection will be made to the St. Joseph County Board of Commissioners. Proposals will be equally evaluated based on each firm's prior experience and knowledge, references, and bid price. St. Joseph County reserves the right to accept or reject any or all bids, and waive any irregularities in the interest of the County. Awarded Contractor will be required to enter into a Project Agreement with St. Joseph County.

PAYMENT

The owner shall pay the Contractor for services and material upon successful completion of the terms of this agreement. **NO ADVANCE PAYMENTS WILL BE MADE.**

CHANGE ORDERS

The Contractor shall not perform any work on a proposed change that would result in a change in the Agreement price unless the Owner's representative has signed the appropriate change order document.