

Recreation and Parks Department

2000 Cedar Lane
Greenville, NC 27858

Town Common Radio Tower Demolition

INVITATION TO BID

The City of Greenville Recreation and Parks Department is seeking bid proposals for the demolition of the AM radio tower and storage building at Town Common, located at 105 East 1st Street, Greenville, NC 27858. Bid proposals will be accepted until 4:00 PM local time on Wednesday, March 1, 2017 at the Recreation and Parks Department Administration Offices, 2000 Cedar Lane, Greenville, NC 27835.

Bid proposals may be submitted in electric format only to Lamarco M. Morrison at lmorrison@greenvillenc.gov. (scanned documents will be accepted).

For more information contact:

Lamarco Morrison at lmorrison@greenvillenc.gov ,or (252) 329-4242.

BIDDERS

Bidders are encouraged to attend a pre-bid conference and site visit on Tuesday, February 21, 2017 at 2:00 p.m., City Hall Building, Conference Room 328, 200 West 5th Street, Greenville, NC 27858. The meeting will address project scope, bidding procedures and bid forms. Attendance at this meeting is encouraged but not mandatory.

The goal for Minority and / or Women Business Enterprise (M/WBE) participation are MBE 10 % and WBE 6 %.

Each bidder must show evidence that they are licensed under Chapter 87 of the N.C. General Statutes. Bid, performance, and payment bonds are required. All bids must include a non-collusion affidavit.

The City Council of the City of Greenville reserves the right to reject any or all proposals.

SPECIFICATIONS
for
DEMOLITION OF TOWN COMMON RADIO TOWER

SITE DATA: The guy tower is located at 105 East 1st Street, Greenville, Pitt County, NC 27858. Lat., Long.: 35.615773, -77.369100. A site and demolition plan of existing conditions and structures to be demolished is included in **Attachment A**.

MAINTENANCE AND CONDITION REPORT: A structural condition and maintenance assessment of the existing guy tower has been completed by a Professional Engineer, and has been included in **Attachment B**.

ENVIRONMENTAL ASSESSMENT: The City of Greenville has obtained an environmental assessment of the existing radio tower and building. The Asbestos and Lead Inspection report is included in **Attachment C**.

PROJECT DESCRIPTION:

General: In general the project consists of the demolition and disposal of an existing 185' tall guyed tower.

1. Demolish and dispose of guy tower, existing concrete and guy anchors and all other debris, 1' below grade. Recycling is the preferred disposal of scrap metal rather than dumping in landfill.
2. Demolish and dispose of existing 18' x 9' CMU block building, concrete pad, and a chain link enclosure fence.
3. To ensure positive drainage, the Contractor shall backfill all disturbed areas with clean /virgin materials. Disturbed areas shall be stabilized with straw and approved seed mixture.
4. The decommissioning of the radio tower will be completed by others, and will occur prior to demolition.

CLEANING: Contractor shall not allow waste material or debris, cause by demolition activity, to accumulate in or about the premises. At the completion of the work, all trash, debris, tools, and surplus materials shall be removed from premises so that the site is ready for use.

STRUCTURES TO REMAIN: The contractor shall protect existing structures, and plant material to remain. Any damage to adjacent structures and plant materials shall be repaired or replaced by the contractor at no cost to the Owner.

EXTRA WORK: Claims for extra work not authorized in writing by the City, prior to the performance of work, shall be rejected.

**SPECIFICATIONS
for
DEMOLITION OF TOWN COMMON RADIO TOWER**

COORDINATION OF WORK:

1. Contractor shall confine the storage materials, equipment and demolition activity to the limits of work.
2. Proper coordination between the demolition contractor and other contractors on site shall be maintained so that the work can be completed. In case the work required interferes with other contractors, the demolition contractor may make a request 72 hours in advance to the City so that proper coordination can be accomplished.

CONTRACT DOCUMENTS

The attached contract documents are as follows:

| Number | Title | Date |
|---------------|--|-------------|
| Exhibit– A | Sample Standard Form of Agreement | 02/ 06/17 |
| Exhibit – B | Minority and Women Business Enterprise Documents | 07/ 2010 |
| Exhibit – C | Site Plan | 02/ 01/17 |
| | | |
| Exhibit – D | Maintenance and Condition Assessment Report | 10/10/17 |
| Exhibit – E | Asbestos and Lead Inspection Report | 09/21/17 |

INSTRUCTIONS TO BIDDERS

1. Bids will be received for Single Prime Contract. All proposals shall be for lump sum. It is the intent of the City to award this bid to the lowest responsive and responsible bidder.
2. Bidders are requested to return bids to the City of Greenville Recreation and Parks Department prior to bid opening. Bids will be opened promptly at the time specified in the Invitation to Bid. Bidders are cautioned to be prompt since No Bids Will Be Accepted after the time designated for the bid opening. The precise time will be monitored by the by the person responsible for opening the bids.
3. The bids will be evaluated and the contract awarded in accordance with statutory public contract requirements as supplemented or altered by the Minority and / or Women Business Enterprise (M/WBE) requirements supplied with this bid package. **These forms must be filled out and returned with the bid proposal. Any bids submitted without these completed forms shall be deemed as “non-responsive”.** If there are any questions or problems in filling out these forms, please contact:

Ferdinand Rouse, MWBE Coordinator
(252) 329-4862

4. The contractor will furnish all materials, labor, equipment, supervision, tools, machinery, etc. for complete construction of projects in accordance with plans and specifications of the City of Greenville. The bidder to whom the award is made shall be required to furnish work crews of adequate number, size, and experience to properly perform the work. The interpretation of the number of crews, size, and experience will be determined by the City of Greenville as to their adequacy.
5. It shall be the contractor's responsibility to obtain all necessary and required permits and inspections. These permits shall be presented upon demand.
6. Except to the extent allowed by statute, bids shall not be withdrawn and bids shall remain subject to acceptance by the City for a period of 90 days.
7. General Contractors are notified that Chapter 87, Article 1, General Statutes of North Carolina will be observed in receiving and awarding general contracts. General contractors submitting bids on this project must have license classification for general contractor.

NOTE: Under GS 87-1, a contractor that superintends or manages construction of any building, highway, public utility, grading, structure or improvement shall be deemed a “general contractor” and shall be so licensed. Therefore a single prime project that involves other trades will require the single prime contractor to hold a proper General Contractors license.

8. Bidders must present satisfactory evidence that they have been regularly engaged in the business of constructing such work, and that they are fully prepared with the necessary capital, equipment, etc., to begin the work promptly, and complete the same in accordance with specifications.
9. The Contractor must provide the City of Greenville a safety plan of their organization, prior to approval of the contract.
10. The following standard documents shall be used for their intended purposes unless the Owner consents to use other forms:
 - Standard Form of Agreement Between Owner and Contractor
 - General Conditions of the Contract for Construction.
11. All bids submitted must be on the blank proposal forms herein provided and prices given shall be both in writing and figures and the complete form shall be without any lineation, alterations, or erasures. In case of conflicting prices, the written prices shall govern. The omission of prices upon any item for which bids are asked or the tendering of an unbalanced bid will be the cause of the rejection of the bid submitted.
12. Each proposal shall contain the full name and address of each bidder. When firms bid, the name of each member shall be signed and the firm name added, and the execution shall be done as more specifically stated herein under the following section.
13. The contractor(s) to whom the award is made must carry insurance in the amounts and types outlined in the Insurance Requirements section of this document. The insurance herein required shall be with an insurance company authorized to do business in North Carolina and having a BEST rating of A or better.
14. Insurance shall be evidenced by a certificate:
 - Providing notice to the City of not less than 30 days prior to cancellation or reduction of coverage
 - Certificates should be addressed to:
 - City of Greenville, North Carolina
 - Attn: Lamarco Morrison
 - P.O. Box 7207
 - Greenville, NC 27835

15. The traditional certificate form will remain as evidence of insurance coverage but this will no longer suffice to document that the City is an additional insured, even if the certificate so states. In order to comply with the with the additional insured requirements, contractors will need to carry one of two types of additional insured endorsements to the policy:

- Option 1 - A specific additional insured **endorsement** to make the City of Greenville, NC an additional insured for the purpose of the contract, or
- Option 2 - A blanket additional insured **endorsement** to cover all companies (including the City of Greenville, NC) that require additional insured protection.

If a contractor chooses Option 1, the specific endorsement, the required documentation for City Contracts is:

- A certificate of insurance to document the coverage, plus
- An **original** of the endorsement to effect the additional coverage.

If a contractor chooses Option 2, the blanket endorsement, the required documentation for City Contracts is:

- A certificate of insurance to document the coverage, plus
- Statements by the agent on the certificate of insurance that:
 - The general liability policy includes a blanket additional insured endorsement showing the endorsement form number, and

The City is an additional insured.

(USE THIS FORM ONLY)

SUBMIT PROPOSALS IN CARE OF:
Recreation and Parks Department
City of Greenville
2000 Cedar Lane
Greenville, NC 27858
(252) 329-4242

BIDDER'S FIRM NAME _____

DATE: _____

PROPOSAL: TOWN COMMON RADIO TOWER DEMOLITION

The Undersigned, as Bidder, hereby declares that only person or persons interested in this proposal as principals or principals is or are named herein and that no other persons than herein mentioned has any interest in this proposal or in the contract to be entered, that this proposal is made without connection with any other person, company or parties making a bid or proposal; and that it is in all respect fair and in good faith without collusion or fraud.

The bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the specifications for the work and the contract documents relative thereto, and has read all special provisions furnished prior to the opening of bids, that he has satisfied himself relative to the work to be performed.

Materials to be furnished shall be in compliance with standard specifications and special provisions. CONTRACTOR'S responsibility shall continue uninterrupted until expiration of the warranty period as stated in the specifications after completion of the work.

The Base Bid shall not include any state or local sales tax. Such tax shall be accounted for separately and will be reimbursed from a separate source.

The Bidder agrees, if his proposal is accepted, to contract with the City of Greenville in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, and labor necessary to complete within the time allotted as specified, the General Construction work on the Owner's property, in complete accordance with the Plans, Specifications, and Contract Documents bearing the title Town Common Radio Tower Demolition, with a definite understanding that no money will be allowed for extra work except as set forth in the Contract Documents for the sums as follows:

Base Bid:

(\$ _____) _____ **dollars**

Respectfully submitted this _____ day of _____, 2017.

Signature: _____

Title: _____

Firm: _____

Address: _____

License No. _____

Expiration Date

Project Schedule

The project shall be substantially complete Sixty Days (60) from the established date in the Standard form of Agreement between the Owner and Contractor.

Subsequent to City Council approval of the contract with the successful bidder, the Owner and Contractor will meet to plan the schedule of activities and prioritize the work.

The Contractor will provide written documentation of the agreed upon schedule as outlined in the General Conditions and specifications and will be expected to perform to that schedule.