

# CITY OF KINGMAN

## REQUESTS FOR PROPOSALS [RFP] FOR DEMOLITION ABATEMENT PROJECT

The City of Kingman hereinafter referred to as City, will accept bids from qualified firms or individuals with a *B, KB1, KB2 or CR57 contractor's license* as issued by the Arizona Registrar of Contractors to perform the following services:

### PROJECT LOCATION

Description of property:

**Address:** 469 E. Beverly Ave. Kingman, AZ 86409

**APN:** 305-18-547C

**Assessor Description:** Mobile Home – 0829-MH Sub Lot w/AFFX

### PROJECT DESCRIPTION

Completely demolish the structure involved in fire and remove all of the structures on the parcel, including all cement slabs, footings, foundations, and all miscellaneous building materials on site. Also, remove all abandoned motor vehicles and vehicle appurtenances, other junk and debris within the property, including weeds; The proposal shall include the City of Kingman \$47 Demolition Permit fee, all taxes, permit fees required by other Authorities Having Jurisdiction [AHJ], and all dump & disposal fees. Any existing parcel perimeter fence separating private property shall be left in place and intact as it currently is and the demolition site shall be graded upon completion. The proposal shall include:

1. Demolition & removal of all structures
2. A pre-demolition asbestos survey and notification to determine suspect PACM's (if safe to enter structure)
3. Removal of abandoned motor vehicles and vehicle parts

The link to the N.O.I. Asbestos application is:

[https://static.azdeq.gov/forms/neshap\\_notification.pdf](https://static.azdeq.gov/forms/neshap_notification.pdf)

4. Leave the parcel surface free of all excavations, pits, holes and relatively level with adjacent lots
5. Remove all weeds, building materials, belongings, junk and debris from the property. To include any and all dead dry or dormant plant growth
6. The onsite wastewater system (septic) must be decommissioned per Mohave County Development Services APP Regulations, if applicable
7. Water, sewer, and electrical service must be properly decommissioned per utility regulations

The link to the wastewater system decommissioning application is:

<https://resources.mohavecounty.us/file/DevelopmentServices/Env%20Quality/Septics/Application%20to%20Abandon%20a%20Septic%20System.pdf>

Notes:

1. Any and all building materials or building contents may be salvaged by the authorized contractor.

### IMPORTANT INSTRUCTIONS TO BIDDERS

The Contractor shall furnish all materials, labor, equipment, services, transportation and shall perform all the work for the project listed above. Any qualified project proposal \$50,000 or more will be awarded by Kingman City Council at a regular City Council meeting on a date yet to be determined. Qualified project proposals less than \$50,000, if accepted, will be awarded within five working days of the bid opening date.

It is **REQUIRED** that the project be completed within 30 days or less after signing the contract. The successful bidder shall comply with all local, state and federal safety and environmental requirements. The project shall be accomplished in accordance with all federal program and state statutory requirements to include Executive Orders, Administrative Rules and Regulations. Bidders may contact Kingman Fire Department's Sean Osterman (928) 753-8144 with any questions regarding this bid document. No additional documents are required to bid other than this completed and signed RFP. No other documents will be accepted at the time of bid submittal. Note: **Be aware of the Asbestos Report included with this RFP.**

## **INSURANCE**

CONTRACTOR agrees to purchase and maintain at CONTRACTOR's expense, insurance with companies duly licensed to do business in the State of Arizona, with an AM best rating of A- or better. Said insurance shall be maintained in full force and effect until all work required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. The insurance policy(ies), except Worker's Compensation, required by this Contract shall name the City, its agents, officers, officials and employees as Additional Insureds by endorsement and provide a policy endorsement to effect such change to the actual liability policies. The CITY shall require the CONTRACTOR to maintain a \$1 million pollution liability insurance policy as well as general liability insurance policy with \$1 million combined single limit (CSL) as well as a \$2 million aggregate. Worker's Compensation Insurance shall meet or exceed Arizona statutory limit. The CONTRACTOR shall have insurance that is primary and non-contributory.

## **PROPOSALS**

Submit a written, dated proposal that include the scope of the work and complete fixed price to complete the project.

The winning bidder shall execute a **City Contract** and be issued a **City Demolition Permit** before the abatement work commences. To that end, the **successful bidder shall submit all of the following nine documents for staff review**; and after the COK staff approves all submitted documents, the successful bidder shall sign the City prepared contract and execute the Demolition permit.

1. One completed COK Demolition Permit Application
2. One completed COK Builder Information Sheet
3. One signed COK NESHAP Acknowledgement letter
4. One copy of the Contractor's AZ DOR Bond Exemption Certificate [if bid > \$50K]
5. Proof of Arizona ROC Contractor's license [B, KB1, KB2 or CR57]
6. Copy of the Contractor's Worker's Comp Insurance Binder if applicable
7. Copy of the Contractor's Liability Insurance Binder (\$1,000,000 min. CSL / \$2,000,000 Agg.)
8. Copy of the Contractor's Pollution Liability Binder (\$1,000,000 minimum)
9. Proof of Current City of Kingman business license

## **BID DOCUMENTS:**

Sealed Bids will be accepted at the City Clerk's Office, 310 North Fourth Street Kingman Arizona by 3PM on April 8, 2021.

## **INVOICE AND PAYMENT**

Upon completion of the project, staff will review the scope of work and inspect the project site to ensure completion in a professional, appropriate manner and that all items have been addressed. The completed ADEQ Notification form shall be submitted to the City before or at the time of invoice. This is required on this project. Appropriate code compliance will also be verified. Final approval from the City must be verified prior to payment. Upon completion and approval of all work and clean up during the site inspection, contractor must submit an invoice for payment. Only after all work and clean up issues have been resolved, will staff approve the invoice for payment. Payments will be mailed, unless otherwise indicated. For Invoices to be considered for payment the following documents shall be submitted before or at the time the invoice is submitted:

- a) Detailed Invoice for the work completed
- b) Completed ADEQ NESHAP form
- c) Septic decommissioning compliance inspection from Mohave County

***Submitted invoices will be paid within 30 days.***

Proposals will be submitted with the understanding that the total cost of the demolition project will be paid at the completion of construction and inspection of the project. Partial construction payments may be requested and will be considered for projects that exceed \$20,000. Partial payment requests must be identified at the time bid proposals are submitted. No "start-up" payments will be issued.

**CHANGE ORDERS**

If during construction, elements are found on the job that were not included as part of the original bid proposal, staff will ask for an estimate to be submitted as a change order for the job. Contractor must discuss the change of work with staff prior to commencing on any further construction. If appropriate, staff may approve a written change order to increase the scope of work and the cost of the project. Changes to increase the scope of work and cost of project will be submitted in writing as a change order in the same format as the original proposal. Additional costs will be added to the project cost and paid at the time all work is completed.

The City of Kingman is an Affirmative Action/Equal Opportunity Employer

Dated this \_\_\_\_\_, 2021  
*Kingman City Council*  
*Jen Miles, Mayor*

Signed: \_\_\_\_\_ Print: \_\_\_\_\_ Date \_\_\_\_\_  
*Contractor*

Signed: \_\_\_\_\_ Print: \_\_\_\_\_ Date \_\_\_\_\_  
*City Representative*