



**INVITATION TO BID AND INSTRUCTIONS TO BIDDERS**

**FY2016-106**

**DEMOLITION FOR CITY-OWNED RESIDENTIAL STRUCTURE  
147 WADDELL CIRCLE  
(SUBSTANTIALLY FIRE DESTROYED)**

**BID OPENING**

**December 17, 2015  
2:00 p.m., Local Time**

**at the  
Central Services Complex Materials Management Conference Room  
City of Oak Ridge  
100 Woodbury Lane  
P. O. Box 1  
Oak Ridge, Tennessee 37831-0001**

**Telephone: (865) 425-1819  
Fax: (865) 482-8475  
Attn: Lyn Majeski**

**CITY OF OAK RIDGE, TENNESSEE**  
**Invitation to Bid and Instructions to Bidders**

**FY2016-106**

**December 7, 2015**

**Project: Demolition of 147 Waddell Circle**

**Invitation**

Bids will be received by the City of Oak Ridge until 2:00 p.m., local time, December 17, 2015, then publicly opened in the Central Services Complex Materials Management Conference Room at 100 Woodbury Lane, Oak Ridge, Tennessee 37830, for furnishing all labor, materials, supplies, tools, and equipment necessary to perform all work and services described in the Contract attached hereto, in strict accordance with the terms and provisions of said Contract and any attachments thereto. (See attached Specifications/Scope of Work)

All bids must be completed and submitted on the Bid Form provided. All options must be bid unless the Bid Form provides otherwise. The bids shall be submitted on or before the time set for the opening of bids. Bids received after the time so set are late bids and will not be considered. Late bids, unmarked envelopes, and incorrectly marked envelopes will not be opened. Electronic bids are not accepted.

**Discrepancies**

Should the Bidder find any discrepancies in, or omission from, the bid documents, or should the Bidder be in doubt as to their meaning, the Bidder shall at once notify Lyn Majeski at (865) 425-1819 and obtain an interpretation or clarification prior to submitting a bid. Any interpretation or clarification given in accordance with this provision shall be in writing and will be distributed to all known Bidders. Only questions answered in writing will be binding. Oral and other interpretations or clarifications will be without legal effect.

**Prices**

The Bidder shall submit LUMP SUM bid prices as specified on Bid Form. It is agreed that this bid document in its entirety is included in and made a part of the contract between the City and the successful Bidder. The City reserves the right to split the bid and award separate contracts for each property to different contractors.

**Commencement/Completion of Work**

Work shall commence with twelve (12) calendar days of the date of the Notice to Proceed. Work shall be completed with twelve (12) calendar days of commencement.

**Withdrawal of Bids**

Bids may be withdrawn on written or telegraphic request received from Bidders prior to the time fixed for opening the bids.

## **Rejection of Bids**

The City reserves the right to reject any and all bids when such rejection is in the interest of the City of Oak Ridge; to reject the bid of a Bidder who has previously failed to perform properly or complete on time jobs of a similar nature; to reject the bid of a Bidder who is not, in the opinion of the City, in a position to perform the Contract, and to reject the bid of a Bidder not submitted in accordance with this Invitation to Bid.

## **References**

With the bid, each Bidder shall furnish at least three (3) references for whom work similar to that covered by the specifications herein was performed, the year in which such work was performed and the manner of its execution, and giving such other information as will tend to show the Bidder's ability to perform the required work.

## **Equipment**

The Bidder shall have available under Bidder's control, tools and equipment of the type, character and amount required to complete the proposed work within the specified time. Each Bidder shall furnish a list of the tools and equipment proposed for use on the work if requested.

## **Personnel**

Each Bidder shall have available or shall agree to have available under Bidder's control sufficient equipment and personnel to complete the proposed work within the specified time.

## **Method of Work**

Upon request, each Bidder shall describe the method or methods to be used in the performance of the required work.

## **Bidders Interested in More than One Bid**

A party who has quoted prices to a Bidder is not thereby disqualified from quoting prices to other Bidders or from submitting a bid directly for the work; however, more than one bid for the same work from an individual or entity under the same or different name will not be considered.

## **Insurance**

The successful Bidder will be required to maintain Worker's Compensation, Comprehensive General Liability, and Comprehensive Automobile Liability and Property Damage Insurance in accordance with the provisions of the Contract Documents. The City of Oak Ridge, Tennessee shall be named as an additional insured.

### **Bid Surety**

The requirement for a bid bond has been waived by the City.

### **Completion and Performance Bond**

The requirement for a completion and performance bond has been waived by the City.

### **Award of Contract**

The City will make the award as soon as practicable to the lowest responsible Bidder, price and other factors considered, provided it is reasonable and in the best interest of the City. The City reserves the right to award the contract to more than one bidder if in the best interest of the City. The successful Bidder(s) shall be required to execute the Contract attached hereto.

### **City Officers and Employees Not To Have Financial Interest**

No contract shall be made with any officer or employee of the City or any firm or corporation in which any officer or employee of the City has financial interest.

### **Compliance with All Laws, Ordinances, Statutes, and Regulations**

The Contractor shall comply with all federal, state, county and local laws, ordinances, statutes, and regulations. Pursuant to City Code § 5-413, the City may not accept bids from Bidders in default of any payment of any nature due to the City, including but not limited to taxes, licenses and fees.

### **Tobacco Products**

The selected Bidder and its employees/subcontractors shall comply with all building policies, regulations, schedules and rules as set out and required by the City. Please note smoking (including e-cigarettes) and the use of tobacco products (chewing) is prohibited in City-owned facilities. For any work done at City facilities, any smoking occurring outside of the buildings must occur at least twenty (20) feet away from any entrance, open window or other opening into which smoke could infiltrate into the building. Spent smoking materials are to be properly discarded and not littered on the grounds.

## **SPECIFICATIONS/SCOPE OF WORK**

### **Background on Property**

This residential structure is located at 147 Waddell Circle (Map 99C Group D Parcel 016.00 with GPS Coordinates N36° 01.368' W084° 15.917') in Oak Ridge, Tennessee (Property) and has been substantially fire destroyed. The Property and project is owned by the City of Oak Ridge and are either totally or partially funded by way of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) voluntary acquisition process. The Property has been deemed unsafe/unfit for human occupation or use and ordered demolished for possible future redevelopment.

### **Scope of Work**

The Demolition Contractor (hereinafter "Contractor or Demolition Contractor") shall, at its sole cost and expense, provide, perform and complete in the manner described and specified in this Invitation to Bid all necessary work, labor, services, transportation, equipment, materials, apparatus, information, data and other items necessary to accomplish the Project as defined below, in accordance with the Scope of Work (hereinafter "Work"). The Services will also include procuring and furnishing all approvals and authorizations, permits, and certificates and policies of insurance as specified herein necessary to complete the Project.

### **Description of Project**

The Work to be performed under this Project is to provide complete demolition and clean-up services for one (1) City-owned substantially fire destroyed residential structure.

#### **Asbestos and Hazardous Materials Abatement**

The substantially fire damaged residential structure is exempt from Environmental assessment and has not been tested for the presence of asbestos containing materials (ACM) and household hazardous waste and, therefore, has not been abated.

#### **Lead Based Paint Abatement**

Lead based paint materials will not be abated prior to demolition. Any materials containing lead based paint should be disposed of in the landfill. The U.S. Department of Labor's Occupational Safety and Health Administration (OSHA) has established standards to protect workers from overexposure to lead. OSHA'S Lead-in-Construction rule, contained in 29CFR1926.62, regulates work practices and procedures which must be followed when working around suspected lead. Contractor shall submit a written notification to the Project Manager within two (2) business days if the required initial assessment meets or exceeds "Action Level" criteria for any specific job site.

All of the buildings being demolished under this contract are being demolished because they have been found by the City to be structurally unsound and in danger of imminent collapse. Due to the amount of damage to the structure, the City has determined that it is not safe to enter into buildings to do an environmental inspection or environmental hazard removal.

Since the remaining debris from this substantially fire destroyed primary structure is not considered to be regulated, the Contractor has salvage rights to the entire property.

### **Compliance with Laws**

The Contractor and all Subcontractors shall be responsible for compliance with all federal, state, county and municipal laws, ordinances, rules, standards and regulations related to structure demolition and removal, including, but not limited to, requirements of the Occupational Safety and Health Administration (OSHA), EPA and the Tennessee DEC. These requirements include but are not limited to good demolition practices.

### **Observations of Operations and Site Activities**

The City, the Tennessee Department of Environment and Conservation (TDEC), Occupational Safety and Health Administration (OSHA), and the United States Environmental Protection Agency (EPA) have the right to allow their respective representatives to inspect any of the Contractor's operations, activities, and equipment with respect to this Project. Notwithstanding the authority of a regulatory agency to conduct site visits as described above, it is the exclusive right of the City through its Project Manager to communicate contract directions, changes and final acceptance to the Contractor.

The Contractor shall notify the Project Manager within one (1) working day of any regulatory inspection performed. The Contractor shall notify the Project Manager within one (1) working day of receipt of any Notice of Violation or citation issued by a regulatory agency to the Contractor or any of its agents or subcontractors relating to any work performed for this Project.

This Project is totally or partially funded by Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD) and may have site monitors present to observe and monitor demolition procedures at the worksite.

### **Submittals and Notices – Contractor Submittals Prior to Demolition**

A City of Oak Ridge demolition permit must be applied for at least five (5) business days prior to demolition. Demolition may not begin until a demolition permit is issued by the City of Oak Ridge Code Enforcement Division.

Utilities will be disconnected by the City prior to issuance of the demolition permit.

Submit proof to the Project Manager that required permits have been obtained and that disposal site location and arrangements for transportation waste materials have been made. If a separate transporter (other than the Contractor) is to be employed to transport the waste to the landfill, copies of the transporter's licenses and permits shall be submitted to the Project Manager.

Submit documentation to the Project Manager that the Contractor is properly registered in the State of Tennessee.

The Contractor shall submit a copy of their Standard Operation Procedures for Demolition and Health and Safety Program upon the Project Manager's request.

## **Work Hours and Restrictions**

On-Site Work Hours: Hours of work at individual lots must adhere to the City's noise ordinance. In residential areas work may be performed during the hours of 7:00 am to 6:30 pm, Monday through Saturday, except otherwise indicated.

Hours for Utility Shutdowns: 7:00 am to 5:00 pm, Monday through Friday.

## **Disposal Transporting**

The current fire destroyed condition of subject structure is structurally unsound or are unsafe, it is not feasible to conduct inspections for the presence of asbestos containing material (ACM) nor the removal of any such material or hazard prior to demolition.

The Contractor shall employ good demolition techniques during clean up and demolition, handling and loading activities, which includes but is not limited to:

- The Contractor shall adequately wet structure and debris prior to demolition, during demolition, during handling and loading in order to eliminate the potential for "visible emissions" which is the priority throughout the Project.
- If the outside air temperature is below 27 degrees Fahrenheit, the work shall stop.
- Water nozzles need to be strategically located on heavy equipment, near buckets, grapples, or pneumatic breakers whenever possible to aid in the elimination of "point source" dust generation.
- The Contractor shall utilize proper demolition techniques to minimize dust during the sizing of demolition debris. Requirements regarding the sizing of debris are as follows: concrete must not exceed three (3) feet in length or width; wood beams, poles, steel, etc. must not exceed eight (8) feet in length and three (3) feet in width. The shearing/cutting of steel members and breaking of concrete/masonry will be required prior to loading and transportation to landfill.
- The Contractor shall utilize good demolition practices designed to keep personnel at a safe distance from demolition activities. If watering techniques include utilizing hand-held water hoses, equipment operators and watering personnel shall attend a safety briefing onsite to ensure all parties are aware of the hazards inherent with working in close proximity to large equipment.
- The Contractor shall load the material with techniques designed to maintain sufficient distance from personnel in order to reduce the exposure to airborne material. Demolition debris will be kept adequately wet at all times during the loading process.
- Disposal shall be at the nearest available landfill and shall be disposed using techniques to minimize the potential for debris or dust to become airborne. This includes maintaining personnel at a safe distance from unloading and covering of debris, as well as covering debris with dirt. The Contractor shall submit a copy of all landfill load tickets generated from this clean up / demolition as part of the final payment invoice.

The Contractor acknowledges, represents and warrants to the CITY that it is familiar with all laws relating to disposal of the materials as stated herein and is familiar with and will comply with all guidelines, requirements, laws, regulations, and any other federal, state or local agencies or authorities.

The Contractor acknowledges and understands that any disposal, removal, transportation or pick-up of any materials not covered in this scope of work shall be at the sole risk of the Contractor. The Contractor understands that it will be solely responsible for any liability, fees, fines, claims, etc., which may arise from its handling of materials not covered by this scope of work.

The Contractor is responsible for determining and complying with applicable requirements for wrapping and securing loads while in transit and that all trucks shall have a solid tailgate made out of metal.

The Contractor shall ensure that all loads are properly secured and transported without threat of harm to the general public, private property and public infrastructure.

The Contractor shall ensure that all vehicles transporting debris are equipped with and use tarps or netting to prevent further spread of debris. All loads are required to be tarped.

### **Types of Debris, Debris Ownership and Hauling Responsibilities**

Once the Contractor begins activity on a site, all debris generated is the responsibility of the Contractor and the Contractor is solely responsible for all aspects related to the debris, including, but not limited to, the hauling and disposal of the debris. This includes all materials resulting from demolition unless otherwise specified in this scope of work. The City is the generator of the debris.

### **Standards**

Each entity engaged in any part of the Project is required to be familiar with industry standards applicable to that entities' construction activity. The Contractor shall maintain work sites to appropriate use standards, safety standards, and regulatory requirements. Copies of applicable standards are not bound with the Contract Documents. Where copies of standards are needed for performance of a required construction activity, the Contractor shall obtain copies directly from the publication source. Although copies of standards needed for enforcement of requirements may be part of required submittals, the Project Manager reserves the right to require the Contractor to submit additional copies as necessary for enforcement of requirements. Copies of applicable standards shall be readily available at the project job site.

### **Pre Demolition Conference**

Before Work is started, a conference attended by the City's Project Manager, the Demolition Contractor and others as appropriate will be held to:

1. Inspect and discuss condition of construction to be demolished.
2. Review and finalize building demolition schedule and verify availability of demolition personnel, equipment, and facilities needed to make progress and avoid delays.
3. Review and finalize protection requirements.
4. Review procedures for noise control and dust control.



## **Preparatory Operations**

Before the start of the demolition job, the Contractor shall take a number of steps to safeguard the health and safety of workers in accordance with all Federal, State and Local regulations at the job site. A competent person, experienced in all phases of demolition work including safety issues shall perform the planning work. A suitable location shall be designated at the job site with written plans/procedures, emergency information and equipment. Employees shall be trained in evacuation procedures in the event of workplace emergencies.

## **Services and First Aid**

The Contractor shall make provisions for prompt medical attention in case of serious injury. The location and the most direct accessible route to the nearest hospital and the telephone numbers of the hospital and the ambulance must be posted at the job site. (Exception: If it is practically infeasible to post required information in accordance to this section, it must be identifiable and readily available for all onsite workers). A proper First Aid kit and proper equipment for prompt transportation of an injured employee, as well as a communication system to contact an ambulance must be available at the job site.

## **Fire Prevention and Protection**

Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241.

Smoking shall be prohibited in construction areas.

All welding or cutting operations, combustion-type temporary heating units, and similar sources of fire ignition shall be supervised according to requirements of authorities having jurisdiction and Hot Work Plan.

The Contractor is responsible for developing and supervising a fire protection program and for providing the necessary firefighting equipment at the job site. This program shall outline the assignments of essential personnel in case of a fire and provide an evacuation plan for workers on the site. The program shall contain provisions for securing hot work permits and instructions for shutting down all burning and hot work operations one hour before the end of the work shift. Review needs with local fire department and establish procedures to be followed. The Oak Ridge Fire Department must be called for all fires. Instruct personnel in methods and procedures. Post warnings and information.

## **Property Damage**

The Contractor shall be legally and financially responsible for all damages caused by this demolition activity performed under this bid to public and private property. The Contractor shall have one lead individual per every work crew who is dedicated to resolving reports of property damage. Contractor shall maintain a log of property damage reports and their resolution, including dates for each damage report, pictures, contact information, and resolution. If public or private property, including trees and vegetation, is damaged by the Contractor and not repaired or resolved on a timely basis to the satisfaction of the City, the City has the option of having the damage repaired at the Contractor's expense to be reimbursed to the City or withheld from the Contractor's future payments.

## **Site Security**

The Contractor shall demolish the entire structure above the foundation the same day; no partial demolition of the above-foundation structure will be allowed.

It shall be the Contractor's responsibility to secure the site by whatever means necessary to prevent unauthorized entry. The Contractor shall remove all debris and leave the site from which the eligible debris was removed in a clean and neat condition with the understanding that there will be certain debris that is not picked up by equipment, machinery and general laborers used by the Contractor. Determination of when a site is in a clean and neat condition will be at the reasonable judgment of the Project Manager.

### **Prior to, or during demolition**

If it is determined by the Project Manager that a significant job site security and or safety risk exists, the following activities shall be required to be put in place by the Contractor. Otherwise, the Contractor must at all times take reasonable or other contracted steps necessary to ensure that each job site is maintained in a safe, secure and clean condition until final completion and acceptance by the Project Manager.

### **Pedestrian Protection**

The work of demolishing any building shall not be commenced until pedestrian protection is in place as required by the 2012 International Building Code and City Code. Pedestrians shall be protected during construction, remodeling and demolition activities as required and signs shall be provided by the Contractor to direct pedestrian traffic.

### **Fencing**

Temporary barricade type fence or engineer tape shall be erected prior to the commencement of RACM demolition activities to warn the public of the presence of ACM and limit access by the public. Such fence shall be: (1) At least four feet high. (2) Consistently restrictive from top to grade. (3) Without horizontal openings or indentation wider than two inches. The fence shall be erected before demolition begins and shall not be removed until the backfill is completed.

### **Temporary Signs**

Provide warning signs for site fencing as described above. Unauthorized signs are not permitted. The Contractor will provide and install project identification sign.

## **Temporary Use of Streets, Alleys and Public Property**

### **Storage and Handling of Materials.**

The temporary use of streets or public property for the storage or handling of materials or of equipment required for construction or demolition, and the protection provided to the public shall comply with the provisions of the authority having jurisdiction and by the adopted 2012 International Building Code City of Oak Ridge Municipal Code.

Pre-loading is permissible, but trucks, cargo boxes, roll-offs, trailers, and etc. must be kept in a secured area and tarped for the public health and safety. The secured area may be located within perimeter of the demolition site or a designated location if the demolition area is not acceptable for overnight storage. The City's Project Manager will have final approval regarding pre-loading and secure storage.

### Obstructions

Construction materials and equipment shall not be placed or stored so as to obstruct access to fire hydrants, standpipes, fire or police alarm boxes, catch basins or manholes, nor shall such material or equipment be located within 20 feet (6096 mm) of a street intersection, or placed so as to obstruct normal observations of traffic signals or to hinder the use of public transit loading platforms.

### Temporary Utility Installation

#### General

Install temporary service or connect to existing service. Arrange with utility company, Project Manager, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.

#### Water Service

The Contractor has the option to use utilize the municipal water system using fire hydrant connections and a City of Oak Ridge issued water meter OR the Contractor may use self-provided tankers as long as they provide adequate potable water and are not an obstruction.

If the Contractor elects to use the City water supply via fire hydrant, the Contractor must contact Rick Irwin or Scott Jackson in the Public Works Department at (865) 425-1875, must indicate this is a City demolition project, must provide all of the Contractor's contact information, and must show proof of a City issued demolition permit requesting the water meter to be delivered to the project site on a specified date and time. The water meter will be provided to the Contractor in good working order free of charge or deposit. Water used exclusively for the purposes of this demolition contract shall be free of charge. The Contractor is required to return the same water meter to the City in good working order as soon possible after it is no longer needed. If the Contractor damages or loses the City issued water meter, a fee of \$1,500.00 shall be immediately assessed against the Contractor. The City reserves the right and shall withhold any and all contract payment(s) until the water meter is returned in good working order or until the damage or loss assessment fee is paid in full.

The Contractor must submit water meter fee and/or proof of meter return with project completion invoice in order to receive payment for work performed under this contract."

#### Sanitary Facilities

Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.

#### Electric Power Service

Temporary electrical power will be by the Contractor provided generator only.

## **Traffic Controls**

1. Protect existing site improvements to remain including curbs, pavement, and utilities.
2. Maintain access for fire-fighting equipment and access to fire hydrants.
3. Provide and operate temporary traffic control signals at designated intersections, and traffic control signage as needed for temporary closure of public roads and streets.
4. If traffic modifications are required, the Contractor shall coordinate all activities with the City's Police Department prior to any traffic control setup. The City or the Project Manager will determine locations that will require traffic control.

## **Contractor's Employees**

The Contractor agrees to staff each project with personnel experienced in the nature of the work and having appropriate training, skills, and required credentials to accomplish the work's objectives. The Contractor will maintain continuity of its staff assigned to the work to the fullest extent possible throughout the term of this Agreement.

The Contractor shall be equipped with the normal tools of their trade and shall furnish all labor, tools, and other items necessary for and incidental to executing and completing all required work.

The Contractor shall be responsible for providing protective gear and equipment to its agents and employees, and for ensuring its proper utilization under all current applicable OSHA regulations. Anyone in the secure demolition area must be wearing appropriate protective equipment at all times. This would include, but not be limited, to hard hats and safety vests.

The Contractor will fully and sufficiently inform its staff of the nature of the work and the hazards inherent in performing the work, and shall inform its subcontractors of the same.

The work shall be performed in accordance with the requirements, standards, specifications and schedules set forth, and all applicable regulations or policies of the U. S. Environmental Protection Agency, Tennessee Department of Environment and Conservation, or any other regulatory agency that has jurisdiction over the work. All regulatory or contractual interpretations shall be made by the applicable regulatory authority or the City and shall be final.

The work shall be diligently and continuously performed in order that said work is completed within the time frame as specified by the City.

The Contractor shall only furnish employees who are properly licensed, competent and skilled for work under this Contract.

The Contractor's employees and sub-contractor employees shall each wear distinctive company clothing or hard hats with permanent markings identifying their respective employer at all times while within the project buildings and at all times while on site.

If, in the opinion of the City or the Project Manager, an employee of the Contractor or Contractor's subcontractor(s) is incompetent or disorderly, refuses to perform in accordance with the terms and conditions of the Contract, threatens or uses abusive language while performing work, or is otherwise unsatisfactory, that employee shall be removed from all work under this Contract.

The Contractor shall provide a main phone number and a backup phone number that will be answered 24/7.

## **Archaeology**

The sites may be archeologically sensitive. The demolition footprint shall have minimal ground disturbance. In the event that archeological deposits (soils, artifacts and features such as cisterns, privies, alluvial wells and the like), or other remnants of human activity are uncovered, or if archeological deposits are found during excavation, the project will be halted immediately in the vicinity of the discovery, and the Contractor will inform the City's Project Manager and take reasonable measures to avoid or minimize harm to finds. Work in the sensitive area cannot resume until Contractor is notified by the Project Manager.

Septic Tanks – If discovery of a septic tank takes place during demolition, the Contractor is required to have it pumped by a certified licensed pumping service, collapsed and then backfilled as stated below.

## **Backfilling and Finishing**

The Contractor shall obtain inspection and approval from the City's Code Enforcement Division or designee prior to backfilling all excavations, holes or depressions on the demolition site. Excavations, cellar holes, basement holes, abandoned cisterns or other depressions within the demolition site shall be filled and compacted with sand or earthen fill.

A 6 inch layer (in place thickness) of tillable topsoil shall be spread over areas impacted by the demolition removals and/or areas excavated and filled to provide positive surface drainage and to establish a finished site grade consistent with adjacent grades. Final grading must be raked level and surface rocks larger than one (1) inch removed prior to seeding.

Adjacent grades, when referred to in these specifications, means approximate existing elevation of the ground surrounding a basement, or other excavated or depressed area, at the distance of 5 feet outside the area, particularly when the existing ground has previously been graded up so as to slope away from the area. Stable, uniform grade for at least sixty days after the date when the job is reported "finished" is required. If the backfill materials were frozen when used or any other settling of the backfilled area occurs, causing unacceptable settling during the first sixty days after the ground is free of frost, the Contractor shall remedy such settling by additional tamping, refilling, compacting and re-grading in conformance with the standards set forth in this section, shall repair or replace any structure, vegetation or topography which was destroyed, damaged, moved or changed in conjunction with, or by reason of, the wrecking operation. Such repairs, replacement or restitution shall be based upon and consistent with the grade, appearance and state of repair which existed prior to the start of the demolition work. The backfill shall be compacted to 95 percent of the maximum dry density as set forth in ASTM Test Method D698. Random QA/QC may be completed by the City's Project Manager. The Contractor will provide for the service of an independent testing laboratory to perform tests if required. Copies of documentation verifying these tests have been completed shall be submitted with the project invoices.

## **Seeding.**

The topsoil shall be covered with appropriate and adequate seeding so as to ensure a healthy and uniform grass growth.

### Cleanup.

All pieces, parts, scraps, debris, rubbish, wood and organic materials from a structure or part of a structure in the process of being demolished shall be cleaned up and removed from the premises daily. Final cleanup after the structure is demolished shall include complete and thorough removal from the premises of all parts or pieces of the building, its contents and its furnishing, including all debris, organic materials, rubbish, wood, concrete, and masonry rubble in their entirety; examples: Concrete or brick floors of basements, or of areaways, stairways, stairwells or depressed structures shall be completely removed. Concrete slabs on ground of basement-less buildings and foundations shall be broken up and removed from the site. All hazardous open pits and recesses shall be filled with thoroughly tamped earth or mortar; whichever is required to completely eliminate the hazard.

### Sidewalks, Driveways.

City sidewalks running parallel to the street and the driveway portion for the street to the sidewalk are to be left intact, however, if they are damaged during demolition, they are to be removed and replaced at the Contractor's own expense. Private or approach walks and drives shall be removed. Damaged walks and aprons shall be noted by the Contractor and the Project Manager. The Contractor will not be responsible for repairing documented pre-existing damage.

### Outbuildings / Fences / Misc. Debris.

Outbuildings such as sheds, garages are identified on the Bid Submittal Form. Fences shall not be removed until authorization is provided by the Project Manager. Miscellaneous debris shall be removed and the lot shall be left clean and free of all debris.

### **Transporting and Disposal**

The Contractor acknowledges, represents and warrants to the City that it is familiar with all laws relating to disposal of the materials as stated herein and is familiar with and will comply with all guidelines, requirements, laws, regulations, and any other federal, state or local agencies or authorities.

The Contractor acknowledges and understands that any disposal, removal, transportation or pick-up of any materials not covered in this scope of work shall be at the sole risk of the Contractor. The Contractor understands that it will be solely responsible for any liability, fees, fines, claims, etc., which may arise from its handling of materials not covered by this scope of work.

The Contractor is responsible for determining and complying with applicable requirements for securing loads while in transit and that all trucks shall have a solid tailgate made out of metal.

The Contractor shall ensure that all loads are properly secured and transported without threat of harm to the general public, private property and public infrastructure.

The Contractor shall ensure that all vehicles transporting debris are equipped with and use tarps or netting to prevent further spread of debris. All loads are required to be tarped.

### Appliances

All appliances are considered to be asbestos contaminated and will be housed with the other materials from the demolition. Freon will not be removed from any appliances. Appliances will not be demanufactured. All appliances shall be landfilled.

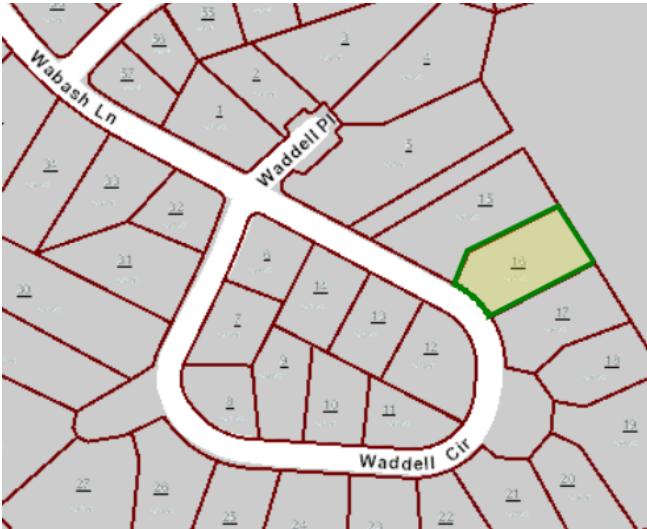
### Heating Oil Tanks

Some buildings may have heating oil tanks. The heating oil tanks shall be pumped of all fluids into an appropriate container. The Contractor shall ensure tanks are decontaminated and taken to a metal recycler as part of this contract.

## PHOTOGRAPHS

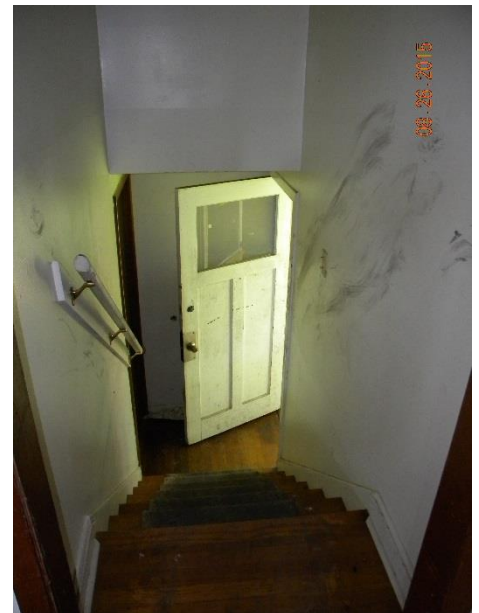
Attached are four (4) pages of photographs.











**REAL ESTATE ASSESSMENT DATA SHEETS**

Attached are two (2) pages of Real Estate Assessment Data sheets for the property.

State of Tennessee  Comptroller of the Treasury  
**Real Estate Assessment Data**

[Home](#) [About](#) [New Search](#) [Return to List](#)

County Number: 001

County Name: ANDERSON

Tax Year: 2015

**Property Owner and Mailing Address****Jan 1 Owner:**

~~CRABTREE RHIANNA M~~  
~~149 WADDELL CR~~  
~~OAK RIDGE, TN 37830~~

City of Oak Ridge  
 CDBG Purchase - 1 Dec 2015

**Property Location**

GPS Coordinates: N36° 01.368' W084° 15.917'

Address: WADDELL CIR 147

Map: 099C Grp: D Ctrl Map: 099C Parcel: 016.00 Pl: S/I: 000

**Value Information**

Reappraisal Year: 2015

Land Mkt Value: \$23,700

Improvement Value: \$70,900

Total Market Appraisal: \$94,600

Assessment %: 40

Assessment: \$37,840

**General Information**

<b>Class:</b>	08 - COMMERCIAL		
<b>City #:</b>	549	<b>City:</b>	OAK RIDGE
<b>SSD1:</b>	000	<b>SSD2:</b>	000
<b>District:</b>	02	<b>Mkt Area:</b>	G01
<b># Bldgs:</b>	1	<b># Mobile Homes:</b>	0
<b>Utilities - Water / Sewer:</b>	01 - PUBLIC / PUBLIC	<b>Utilities - Electricity:</b>	01 - PUBLIC
<b>Utilities - Gas / Gas Type:</b>	03 - PRIVATE - NATURAL GAS	<b>Zoning:</b>	

**Subdivision Data**

Subdivision: BLOCK 0D13 LOT 0043

Plat Bk: Plat Pg: Block: Lot:

**Additional Description**

02 015CB 015CB04300 000

**Building Information**

Building # 1

<b>Improvement Type:</b>	02 - DUPLEX	<b>Stories:</b>	1
<b>Living/Business Sq. Ft.:</b>	2,872		
<b>Foundation:</b>	02 - CONTINUOUS FOOTING	<b>Floor System:</b>	04 - WOOD W/ SUB FLOOR
<b>Exterior Wall:</b>	04 - SIDING AVERAGE	<b>Structural Frame:</b>	00 - NONE
<b>Roof Framing:</b>	02 - GABLE/HIP	<b>Roof Cover/Deck:</b>	03 - COMPOSITION SHINGLE
<b>Cabinet/Millwork:</b>	03 - AVERAGE	<b>Floor Finish:</b>	11 - CARPET COMBINATION
<b>Interior Finish:</b>	07 - DRYWALL	<b>Paint/Decor:</b>	03 - AVERAGE
<b>Heat and A/C:</b>	05 - HEATING W/DUCTS	<b>Plumbing Fixtures:</b>	12
<b>Bath Tile:</b>	00 - NONE	<b>Electrical:</b>	03 - AVERAGE
<b>Shape:</b>	01 - RECTANGULAR DESIGN	<b>Quality:</b>	01 - AVERAGE
<b>Act Yr Built:</b>	1943	<b>Condition:</b>	A - AVERAGE

**Building Areas:**

<b>Area:</b> BAS	<b>Sq Ft:</b> 1,520
<b>Area:</b> BSF	<b>Sq Ft:</b> 1,352
<b>Area:</b> OPU	<b>Sq Ft:</b> 216
<b>Area:</b> BMU	<b>Sq Ft:</b> 168
<b>Area:</b> OPU	<b>Sq Ft:</b> 108
<b>Area:</b> OPU	<b>Sq Ft:</b> 108
<b>Area:</b> OPF	<b>Sq Ft:</b> 76
<b>Area:</b> OPF	<b>Sq Ft:</b> 76

**Extra Features****Sale Information**

Sale Date	Price	Book	Page	Vac/Imp	Type Instrument	Qualification
11/14/2012		1571	188		SC	
10/03/2012	\$82,000	1568	987	IMPROVED	WD	A
04/28/1994	\$0	W-18	727			
04/28/1994	\$0	W-18	728			
05/07/1984	\$0	Z-15	661			

**Land Information**

<b>Deed Acres:</b> 0.47	<b>Calc Acres:</b> 0.00	<b>Total Land Units:</b> 0.47
<b>Land Type:</b> 05 - MULTI FAMILY	<b>Soil Class:</b>	<b>Units:</b> 0.47

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[Comptroller of the Treasury  
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[State of Tennessee  
Home Page](#)

## **ORDERS**

Attached are two (2) pages of the Board of Building and House Code Appeals Order for the property.



BEFORE THE BOARD OF BUILDING AND HOUSING CODE APPEALS

IN THE MATTER OF:

CASE NO: 15-04

Owner: CRABTREE, RHIANNA M

Case Address: 147 Waddell Circle, Oak Ridge, TN 37830

Legal Address: Map: 099C Grp: D Ctrl Map: 099C Parcel: 016.00 Pl: S/I: 000 Subdivision: BLOCK 0D13 LOT 0043

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NOTICE FROM THE BOARD FOLLOWING A HEARING REGARDING A STRUCTURE THAT IS DEEMED UNFIT FOR HUMAN OCCUPATION AND USE WHICH HAS BEEN ORDERED VACATED AND DEMOLISHED

---

Pursuant to a Notice of Complaint and Hearing dated the 28<sup>th</sup> day of August, 2015 which was issued by the Oak Ridge Code Enforcement Division of the Community Development Department, a hearing was held before the Board of Building and Housing Code Appeals (Board) on the 10<sup>th</sup> day of September, 2015 commencing at the hour of 3:00 p.m. conducted by the Code Enforcement Division against (Property Owner) Rhianna M. Crabtree of 149 Waddell Cir Oak Ridge, TN 37830 or Alternate Address of 9149 Cedarpark Ln Unit C Knoxville, TN 37923; (Case Property) 147 Waddell Circle, Oak Ridge, TN 37830, to determine whether the structure on the property, namely a fire damaged and vacant, residential 4-plex dwelling, is unfit for human occupation and use based on the following:

City of Oak Ridge City Code § 13-201. - This dwelling lacks adequate ventilation, light, air, heat or sanitary facilities; it is in a state of dilapidation due to fire damage and vandalism; there are significant structural and non-structural defects. Structure is known to harbor vagrants and vermin. The cost of structure repair to a habitable condition far exceeds fifty percent (50%) of the estimated structure's value. This structure is dangerous to the health and safety of the general public.

The Board, thereupon, heard testimony and evidence presented by employee(s) of the Code Enforcement Division of the Community Development Department. Property Owners or responsible person(s) after being duly noticed could not appear before the Board but has actively participated in the City's Voluntary Acquisition Program.

After having heard and considered all the evidence presented to the Board in this manner, the Board finds as a fact that:

Violation(s) Oak Ridge Property Maintenance Code (ORPMC) §108.1.3 herein enumerated in the Notice of Complaint and Hearing have been sustained by the evidence and the structure(s) located on the property is unfit for human occupancy or use.

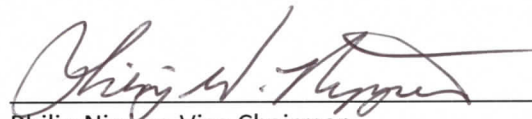
IT IS THEREFORE THE JUDGEMENT of the Board pursuant to the City of Oak Ridge City Code §111.4(b) and T.C.A. §13-21-102 is so **ORDERED** that the residential 4-plex dwelling structure(s) located at: 147 Waddell Circle Oak Ridge, TN 37830 (Case No: 15-04) is hereby ordered to be vacated and demolished within ninety (90) calendar days from the date of this Order.

The Property owner or responsible person(s) may file for an extension of time from the Board in order to allow for completion of the repair or demolition.

The decision of the Board to Order demolition of the structure(s) may be appealed to Anderson County Chancery Court, pursuant to Tennessee State Law, and the City of Oak Ridge Code of Ordinances.

It is directed that a true copy of this **ORDER** shall be forwarded and served on the Property Owner and/or Responsible Person(s) by certified mail or in person.

This the 10<sup>th</sup>, day of September, 2015



Philip Nipper, Vice Chairman  
Board of Building and Housing Code Appeals

Prepared by:  
Matthew Widner  
City of Oak Ridge  
200 S. Tulane Avenue  
Oak Ridge, TN 37830

Subscribed before me this 10<sup>th</sup> day of September, 2015, in the City of Oak Ridge (Anderson County), Tennessee.



My Commission Expires: \_\_\_\_\_



Seal

MY COMMISSION EXPIRES:  
AUGUST 24, 2016

## Bid Submittal Instructions

Each bid must be submitted in a sealed envelope marked and addressed as follows:

From: Bidder's Name  
Bidder's Address  
\*General Contractor's State of Tennessee License Number  
\*Bidder's License Date of Registration  
\*Bidder's License Category or Classification  
\*Bidder's License Expiration Date

\*If bid equals or exceeds \$25,000, include this information if a contractor's license is required for this project per the State of Tennessee's Contractors Licensing Board. (The same information must also be provided for major subcontractors.)

To:	<u>In Person or By Overnight Delivery</u>	<u>Regular Mail</u>
	Attn: Lyn Majeski Finance Department City of Oak Ridge 100 Woodbury Lane Oak Ridge, TN 37830	Attn: Lyn Majeski Finance Department City of Oak Ridge P.O. Box 1 Oak Ridge, TN 37831-0001

If the bid is submitted by mail rather than hand-delivery, the sealed envelope containing the bid must be enclosed in another envelope addressed as stated above. Bids submitted by mail must indicate on the outside envelope, lower left corner, the following: "Sealed bid for FY2016-106: Demolition to be opened December 17, 2015 at 2:00 p.m., local time."

Late bids are not accepted.

**BID FORM**

**Project: Demolition of 147 Waddell Circle**

In compliance with the Invitation for Bids, dated December 7, 2015, the undersigned Bidder:

\_\_\_\_\_

\* a corporation organized and existing under the laws of the State of: \_\_\_\_\_

\* a partnership consisting of: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*an individual trading as: \_\_\_\_\_

\_\_\_\_\_

(\*fill in as appropriate)

of the City of \_\_\_\_\_ in the State of \_\_\_\_\_ agrees that if this bid is accepted as hereinafter provided, it will furnish all labor, materials, supplies, tools, and equipment necessary to perform all work and services described in the Invitation for Bid and Instructions to Bidders, in strict accordance with the terms and provisions of the Contract attached thereto.

If written Notice of Award is received, the Bidder agrees to furnish to the City of Oak Ridge, within ten (10) working days after receipt of said Notice of Award, the required insurance certificates naming the City of Oak Ridge as an additional insured.

**BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDA:**

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

The clean concrete removed in the Project may be properly disposed of at a landfill or the Bidder may salvage it. Bidder shall complete the following information pertaining to the concrete:

Salvaged or Landfill? \_\_\_\_\_

Location of Where Concrete Will Be Taken:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of How Salvaged Clean Concrete Will Be Used, If Applicable:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Schedule of Prices\*

Demolition for Structure(s)  
at 147 Waddell Circle in accordance with the  
Specifications/Scope of Work

**Total \$** \_\_\_\_\_

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents

\*The bid price shall be effective for at least ninety (90) days after the bid opening date.

Bidder attests that no officers or employees of the City of Oak Ridge are members of, or have financial interest in, the business submitting this bid.

By: \_\_\_\_\_  
Signature

Telephone #: \_\_\_\_\_

Name: \_\_\_\_\_

Fax # \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Business  
Name: \_\_\_\_\_

Date: \_\_\_\_\_

Mailing  
Address: \_\_\_\_\_

Physical  
Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tax ID Number: \_\_\_\_\_

TN Contractors  
License Number: \_\_\_\_\_  
(if applicable)

NOTE: In accordance with the Invitation to Bid, at least three (3) references and the Drug-Free Workplace Affidavit are attached.

**DRUG-FREE WORKPLACE AFFIDAVIT**

STATE OF \_\_\_\_\_ )  
 )  
COUNTY OF \_\_\_\_\_ )

The undersigned principal officer of \_\_\_\_\_, an employer of five (5) or more employees, contracting with the City of Oak Ridge, Tennessee, to provide construction services, hereby states under oath as follows:

1. That the undersigned is a principal officer of \_\_\_\_\_ (hereinafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to Tennessee Code Annotated § 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services or who is awarded a contract to provide construction services or who provides construction services to the state or local government to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9 of the Tennessee Code.
3. The Company is in compliance with Tennessee Code Annotated § 50-9-113.

Further affiant saith not.

\_\_\_\_\_  
Principal Officer

State of \_\_\_\_\_ )  
 )ss.  
County of \_\_\_\_\_ )

Before me personally appeared \_\_\_\_\_ with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence) and who acknowledged that such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_.

## CONTRACT

THIS CONTRACT entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between the CITY OF OAK RIDGE, TENNESSEE, a municipal corporation, hereinafter called the "City," and

\_\_\_\_\_,  
a \_\_\_\_\_, hereinafter called the "Contractor."

## WITNESSETH

In consideration of the mutual promises of the parties hereto, the parties do hereby agree as follows:

### ARTICLE 1 – Scope of This Contract

The work to be done consists of furnishing all labor, materials, supplies, tools, equipment and other incidentals necessary to perform all work and services required for demolition of the residential structure located at 147 Waddell Circle, Oak Ridge, Tennessee, for the City of Oak Ridge, in strict accordance with the terms and provisions of this Contract, the Specifications/Scope of Work, and the bid of the Contractor attached hereto.

In performance of this Contract, the Contractor binds himself to the City to comply fully with all provisions, undertakings, and obligations hereinafter set forth.

### ARTICLE 2 – Term

This Contract shall become effective upon its execution and shall continue in full force and effect through June 30, 2016. Work shall commence within twelve (12) calendar days of the date of the Notice to Proceed and work shall be completed within twelve (12) calendar days of commencement, unless an alternate schedule is agreed to by the parties.

### ARTICLE 3 – Changes

- A. City may, by written order, and without notice to the Sureties, make changes in the specifications of this Contract within the general scope thereof. If any such changes cause an increase or decrease in the scope of this Contract or in the time required for its performance, an equitable adjustment shall be made and this Contract shall be modified in writing accordingly.
- B. Should the Contractor encounter conditions materially different from those shown in the specifications, the City shall be notified in writing immediately of such conditions before they are disturbed. The City shall thereupon promptly investigate the conditions and if it finds that they do so materially differ from those specified, this Contract shall be modified to provide for any increase or decrease of cost and difference in time resulting from the conditions so found.
- C. Except as otherwise herein provided, no charge for any extra work or material will be allotted unless the same has been approved in writing by the City, and the price stated.



#### ARTICLE 4 – Inspections and Defective Work

All workmanship and services shall be subject to inspections, examinations and tests by the City at any and all times during the performance of this Contract. The City shall have the right to reject defective workmanship and to require correction. Rejected workmanship shall be satisfactorily corrected without charge therefore. If the Contractor fails to proceed at once to correct such defective workmanship, the City may proceed with such corrective work and the Contractor shall be liable for all direct cost occasioned in the performance therefore.

This provision does not negate, modify or replace any warranties contained elsewhere in this Contract. This provision shall survive the termination or suspension of this Contract.

Neither payment nor any provisions in the Contract document shall relieve the Contractor of responsibility for faulty materials or defective workmanship. The City shall give notice of observed defects with reasonable promptness. The deterioration due to ordinary use and normal wear is excepted from this guarantee.

The Contractor shall reimburse the City for the cost of damage, if any, as well as the cost of replacing defective materials or workmanship. If replacements are not made within ten (10) days after notice is given of such defect in workmanship, or thirty (30) days in case of materials, then the City shall have the right to make replacements and charge the cost of same to Contractor or the Contractor's surety.

#### ARTICLE 5 – Site Investigation

The Contractor represents that it has visited the site and determined the nature of the work and the difficulties and facilities attending execution of the work, and all other matters, which can in any way affect the work under this Contract.

#### ARTICLE 6 – Delays, Damages

If the Contractor refuses or fails to prosecute the work with such diligence as will ensure its completion within the time specified in Article 2, or fails to complete the work within such time, the City may terminate this Contract. In such event, the City may take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the City for any excess cost occasioned thereby. If this Contract is so terminated, the City may take possession of and utilize in completing the work such materials, appliances, tools and equipment as may be on the site of the work and necessary therefore.

#### ARTICLE 7 – Payment

As consideration for performing all work and services set forth in this Contract, and as full consideration thereof, the City agrees to pay the Contractor \$ \_\_\_\_\_ in accordance with the bid sheet of the Contractor which is incorporated by reference into this Contract. Payment shall be made after satisfactory completion of the work and approval by the City. The Contractor shall submit invoices for work completed to the City's Project Manager, Matthew Widner, Community Development, for approval and payment.

## ARTICLE 8 – Indemnification by Contractor

To the fullest extent permitted by all applicable laws and regulations, the Contractor hereby agrees to protect, indemnify and hold harmless the City and their consultants, agents and employees from and against any and all claims, loss, expense, damage, charges and costs direct, indirect or consequential (including but not limited to fees and charges of engineers, architects, attorneys and other professional and court costs), collectively referred to as "claims," for injury to or death of persons and injury to or destruction of property suffered or alleged to have been suffered as a result of any act or omission on the part of the Contractor, any of the Contractor's subcontractors, anyone for whose acts any of them may be liable, or others whose services are engaged by the Contractor or anyone directly or indirectly employed or controlled by either of them in the course of the performance of the work provided for in the Contract, except such injury, destruction or death as may be caused by the sole negligence or fault of the City.

When the City submits notice, the Contractor shall promptly defend any aforementioned action. In any and all claims against the City or any of their consultants, agents or employees by any employee of the Contractor, any of the Contractor's subcontractors, anyone for whose acts any of them may be liable, or others whose services are engaged by the Contractor or anyone directly or indirectly employed or controlled by either of them in the course of the performance of the work provided for in the Contract, the indemnification obligation described herein shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts. The limits of insurance required in this Contract shall not limit the Contractor's obligations under this article.

The terms of this article shall survive the termination or suspension of this Contract.

## ~~ARTICLE 9 – Completion and Performance Bond (Deleted by City Prior to Bidding)~~

~~Prior to commencing work under this Contract, the Contractor agrees to furnish and to maintain during the term of this Contract a Completion and Performance Bond in the amount of twenty-five percent (25%) of the Contract price with good and sufficient surety or sureties acceptable to the City in connection with the performance of the work under this Contract, including any amendments or extensions hereof. The form and conditions of said Performance Bond shall be as prescribed by the City.~~

~~In lieu of a Performance Bond, the City will accept other suitable Securities agreed upon by both parties. At all times during the term of this Contract, the Contractor shall provide the City with evidence that the Contractor has obtained such Performance Bond or Securities. A certificate from the surety showing that the bond premiums have been paid by the Contractor shall accompany the bond.~~

## ARTICLE 10 – Rate of Progress

Notwithstanding any other provisions in this Contract, the Contractor shall furnish sufficient labor, materials, supplies, tools, and equipment, and shall work such hours, including overtime, Sundays, and/or Holidays, as may be necessary to carry out the work in accordance with the approved schedules for its completion not later than the respective times allowed for completion set forth in these Contract Documents. Should the Contractor refuse or fail to comply with its obligations set forth in the preceding sentence after receipt of any written directive or request by the City that the Contractor furnish additional labor, materials, supplies, tools, and equipment, and/or work additional hours, including overtime, Sundays, and/or Holidays, the City may terminate the Contractor's right to proceed with the whole or any part of the work under this Contract.

ARTICLE 11 – Compliance with All Laws, Ordinances, Statutes, and Regulations

The Contractor shall comply with all federal, state, county and local laws, ordinances, statutes, and regulations.

ARTICLE 12 – Insurance

The Contractor shall at all times during the Contract maintain in full force and effect Comprehensive General Liability, Workers' Compensation and Property Damage Insurance in the amounts set forth below and naming the City of Oak Ridge, Tennessee as an *additional insured*.

The Contractor shall maintain policies providing the following insurance protection, each policy containing a requirement that, in the event of change or cancellation, thirty (30) days' prior written notice be sent by mail to the City. Certificates of Insurance describing the coverage shall be furnished by the Contractor and shall contain the following express obligation:

"This is to certify that the policies of insurance described herein have been issued to the insured for whom this certificate is issued and are in force at this time. In the event of cancellation or material change in a policy affecting the certificate holder, thirty (30) days' prior written notice will be given the certificate holder."

1. Comprehensive General Liability:

Bodily Injury	\$300,000	each occurrence
	\$700,000	aggregate
Property Damage	\$100,000	each occurrence
Or Combined Single Limit of	\$1,000,000	
  
2. Workers' Compensation and Employer's Liability as provided for in applicable statutes.
  
3. Comprehensive Automobile Liability (Including all owned, non-owned and hired vehicles)

Bodily Injury	\$300,000	each person
	\$700,000	each occurrence
Property Damage	\$100,000	each occurrence
Or Combined Single Limit of	\$1,000,000	

The Contractor may purchase at its own expense such additional or other insurance protection as it may deem necessary. Maintenance of the required minimum insurance protection does not relieve the Contractor of responsibility for any losses not covered by the above-required policies.

Before commencement of work hereunder, the Contractor agrees to furnish to the City of Oak Ridge (Legal Department, P.O. Box 1, Oak Ridge, Tennessee 37831-0001) a Certificate of Insurance or other evidence satisfactory to the City to the effect that such insurance has been procured and is in force.

#### ARTICLE 13 – Permits and Licenses

The Contractor shall obtain, at the Contractor's expense, all permits, licenses and bonds required by law or ordinance and maintain the same in full force and effect.

#### ARTICLE 14 – Subcontracting and Assignment

- A. The Contractor may utilize the services of specialty subcontractors on those parts of the work which, under normal contracting practices, are performed by specialty subcontractors.
- B. The Contractor shall not award, assign, transfer or pledge any work to any subcontractor without prior written approval of the City, which approval will not be given until the Contractor submits to the city a written statement concerning the proposed award to the subcontractor, which statement shall contain such information as the City may require.
- C. The Contractor shall be as fully responsible to the City for the acts and omissions of subcontractors, and of persons either directly or indirectly employed by said subcontractors, as the Contractor is for the acts and omissions of persons directly employed by the Contractor.
- D. The Contractor shall make a condition of all subcontracts and/or cause appropriate provisions to be inserted in all subcontracts relative to the work to bind subcontractors to the Contractor by the terms of the General Conditions and other Contract Documents insofar as applicable to the work of subcontractors and to give the Contractor the same power as regards terminating any subcontract that the City may exercise over the Contractor under any provision of the Contract Documents.
- E. Nothing contained in this Contract shall create any contractual relation between any subcontractor and the City.

#### ARTICLE 15 – Superintendence by the Contractor

The Contractor shall give its personal superintendence to the work or have a competent foreman or superintendent satisfactory to the City on the site at all times during the progress of the work, with authority to act on behalf of the Contractor.

#### ARTICLE 16 – Termination

Notwithstanding any other provisions in this Contract, the Contractor shall furnish all labor, materials, supplies, tools and equipment necessary to perform the work and services within allowed times for completion as set forth in these Contract Documents. Should the Contractor refuse or fail to comply with its obligations, or in the event the Contractor shall violate any of the provisions of this Contract, or the quality or quantity of the work performed is, in the judgment of the City, below standard and therefore unsatisfactory, the City shall have the right to cancel this Contract upon thirty (30) days written notice to the Contractor and to complete the work undertaken by the Contractor without incurring any liability to the Contractor except to pay the Contractor the fair value to the City of the work satisfactorily performed by the Contractor.

#### ARTICLE 17 – Termination of Contract for Cause

If, through any cause, the Contractor shall fail to fulfill in timely and proper manner the obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the City shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared by the Contractor under this Contract shall, at the option of the City, become the City's property and the Contractor shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of the Contract by the Contractor, and the City may withhold any payments to the Contractor for the purpose of set-off until such time as the exact amount of damages due the City from the Contractor is determined.

#### ARTICLE 18 – Anti-Discrimination

The Contractor, in performing the work or furnishing the services covered by this Contract, shall not discriminate against any person because of race, creed, color, national origin, age, sex, sexual orientation, disability, religion or other legally protected status. The City of Oak Ridge encourages the utilization of minority and women-owned businesses in its contracting and subcontracting projects and the Contractor is encouraged to actively solicit the participation of these businesses. The Contractor shall inform all of its subcontractors and vendors providing work or services under this Contract of this requirement and shall ensure compliance therewith.

#### ARTICLE 19 – Personnel

- A. The Contractor represents that it has, or will, secure at the Contractor's expense, all personnel required to perform the work and services outlined in this Contract. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the services required hereunder will be performed by the Contractor or under the Contractor's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local laws to perform such services.

#### ARTICLE 20 – Reports and Information

At such times and in such forms as the City may require, the Contractor shall furnish to the City such periodic reports as are requested by the City pertaining to the work and services covered by this Contract, the costs and obligations incurred or to be incurred in connection herewith, and any other matters covered by this Contract. The City can audit the Contractor's and the Contractor's subcontractors' financial records pertaining to this project.

ARTICLE 21 – Governing Law

This Contract is governed by the laws of the State of Tennessee.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the day and year first above written, the City of Oak Ridge, by its City Manager, by authority duly given.

APPROVED AS TO FORM AND LEGALITY:

CITY OF OAK RIDGE, TENNESSEE

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
City Manager

(CONTRACTOR)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
(Printed or Typed Name and Title)

Attachments: Specifications/Scope of Work  
Bid Documents  
Contractor's Bid