

# Allegany County Land Bank

Demolition of 19 Maple Street, Andover, New York

Bid/Proposal Specifications

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**ALLEGANY COUNTY LAND BANK**  
**6087 RT 19N, Suite 300**  
**Belmont, N.Y. 14813**  
**Telephone: 585-268-7472; ext. 7**

**NOTICE TO BIDDERS**

Allegany County Land Bank will receive sealed bids until 10:00 a.m., Tuesday March 5<sup>th</sup>, 2019. At that time, bids will be opened in the “Kirst Conference Room” at the Cross Roads Center, 6087 Route 19N, Belmont, NY 14813 on the following project:

**Demolition of Land Bank Owned Structure in Allegany County**  
**Project Site:**  
**19 Maple Street, Andover, New York**

Specifications are available online at [www.alleganyco.com](http://www.alleganyco.com) (Economic Development, Land Bank, Bids Tab) or by emailing [alleganycountylandbank@gmail.com](mailto:alleganycountylandbank@gmail.com)

Allegany County Land Bank Reserves the right to reject any or all bids.

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Brian Loucks  
Allegany County Land Bank Board of Directors, Chairman

**I. Directions for Bid Submission-**

1. On envelope containing sealed bid:
  - a. Print your company's name in upper left corner.
  - b. In lower left corner print:  
*Sealed Bid: March 5<sup>th</sup>, 2019 10:00am*  
*Demolition of Land Bank Owned Structure in Allegany County, N.Y.*
2. The successful bidder shall be required to submit a performance bond or certified check in the amount of 100% of the bid price. The performance bond is due in the office of the Land Bank within 10 days of receipt of the award letter and will be returned upon completion and acceptance of the project.
3. Non-Collusive Bidding Statement shall accompany each bid.
4. Hold Harmless Agreement shall accompany each bid.
5. The successful bidder shall secure and maintain at his / her own expense insurance coverage as specified in "Appendix C: Insurance Requirements". Proof of required insurance coverage shall be provided to the Land Bank at least fourteen (14) calendar days prior to commencing work.
6. The Allegany County Land Bank Corporation will receive sealed bids until 10:00 a.m., March 5th, 2019. At that time bids will be opened in the "Kirst Conference Room" at the Cross Roads Center Belmont, New York
7. Bids received after the specified opening time (10:00am) will NOT be considered, and will be returned unopened.
8. Specifications may be obtained online at [www.alleganyco.com](http://www.alleganyco.com) (Economic Development, Land Bank, Bids)
9. To be considered formal, bids must be submitted on enclosed bid submission sheets.
10. All Proposals shall remain valid for 45 days after bid opening, unless hereinafter modified.
11. Allegany County Land Bank reserves the right to reject any or all bids and award the bid(s) it determines to be in the best interest of the Land Bank.

## **II. Project Description-**

### **A. Demolition of Structures in Allegany County:**

- 19 Maple Street. Andover.
1. Allegany County Land Bank is seeking bid proposals from experienced and qualified demolition contractors to demolish and remove one Land Bank owned structure at the above listed addresses. Demolition activities shall be at an expense to Allegany County Land Bank for demolition, removal and proper disposal of debris, and proper grading of the site.
  2. The Demolition Contractor shall be responsible for the demolition, removal and proper disposal of the above referenced structure using tools, labor, vehicles, equipment and containers suitable for the project and to leave the site in a safe, clean, level, graded and compacted condition.
  3. The structure was NOT tested for the presence of asbestos. Prospective bidders shall consider that the structure does contain asbestos and shall bid accordingly.
  4. In instances where an asbestos survey cannot be conducted due to condition of the structure, The Land Bank will require that all demolition activities are conducted in full compliance of New York State Department of Labor Code Rule 56, Section 11.5. The condemnation letter shall be forwarded to the successful bidder by The Allegany County Land Bank.
  5. It is the responsibility of the bidder to inspect each site prior to submitting their bid. Arrangements for an accompanied site visit, if desired, may be made by calling the Allegany County Land Bank at 585-268-7472, extension 7. Attention: Jason Isaman.
  6. Entry into the structure is strictly prohibited until bids are awarded for safety, health, and liability reasons.

### **B. Scope of Work:**

1. All work must be completed by Friday, June 14, 2019.
2. All debris shall be completely removed and delivered to a New York State disposal facility permitted to accept such material, including asbestos disposal. The Allegany County Landfill is closed. Therefore, and alternate disposal facility must be located.
3. The successful bidder will be responsible for all traffic control, if necessary. The successful bidder will be responsible for any and all damage to adjacent structures, or property.
4. Successful bidder shall demolish structure including all sheds, out-buildings, foundations, garages, etc., at each location, and shall remove, and properly dispose of, all waste and debris (including but not limited to tires, vehicles, concrete, containers of any and all types and their contents, etc.) from the site using containers and vehicles suitable for each project.
5. The successful bidder shall leave the site in a level, compacted and graded condition using clean fill material. Grass seed shall be sown and covered on site. Fill material, topsoil, and seeding to be used must be included in the bid price.

6. The Allegany County Land Bank will pay the successful bidder the full bid price, in one lump sum after project completion and upon being deemed substantially complete by the Land Bank Board of Directors. Payment shall be made according to the Land Bank's established Procurement Policy.
7. The successful bidder is responsible for obtaining all necessary permits, licenses, approvals etc., for carrying out the scope of work described herein including all utilities (private or public).
8. Bids prices shall be all inclusive (i.e. labor, materials, disposal, transportation, asbestos survey and abatement, all permits, etc.).
9. The Contractor shall comply with all OSHA regulations, all State and Federal regulations and shall be responsible for the safety and well-being of their employees. Personal Protective Equipment and proper ventilation shall be supplied, along with any other appropriate health and personal protective safety equipment.

**C. Special Conditions:**

1. Bidders must be a New York State Licensed Asbestos Contractor and all subcontractors used during the actual demolition must be appropriately certified. Proof of certification(s) must be submitted with the bid proposal.
2. The successful bidder shall perform in accordance with all applicable Federal, State and Local Laws, rules and regulations. All statutory provisions applicable to this project are hereby incorporated by reference. The successful bidder is also responsible for obtaining all applicable permits and licenses and shall be solely responsible for paying any fines or penalties incurred during the performance of this project.
3. The following condition applies to a demolition project that is performed without first conducting asbestos survey and abatement:

When required by law, the demolition contractor will obtain Air Quality Monitoring (AQM).

- a. Once the successful demolition contractor is notified, the contractor will call the A. Q. Monitor for the purposes of coordinating schedules, and the submission of the requisite information and documentation to the NYSDOL.
  - b. There will be a 10-day waiting period before demolition may begin. During that 10 day period, the AQM will perform pre-demolition background air quality monitoring at the properties. Also, during that time the demolition contractor will let the AQM know when the start date of the demolition will be.
  - c. The AQM will perform monitoring services every day during demolition.
  - d. The Land Bank is requesting each bidder, as closely as possible, list the maximum number of days anticipated to complete demolition, including all debris removal.
4. The structure is located in areas of high vehicle and pedestrian traffic. No Sunday or late evening work shall be permitted. Salvage and Demolition project schedules project shall be approved in advance by the Allegany County Land Bank Board of Directors.

5. The successful bidder shall be responsible for, and assume, all responsibility for all safety signage, barricades, locks etc. to secure the work site and structure(s) from entry by unauthorized persons or vehicles at the onset and duration of demolition activities.

**D. General Conditions:**

1. Insurance: The successful bidder shall secure and maintain at his / her own expense insurance coverage as specified in “Contractor Insurance Requirements”, contained herein. The Bidder shall be provide a certificate of insurance naming a) Allegany County Land Bank Corporation, b) Allegany County Community Opportunities and Rural Development, and c) Local Initiatives Support Corporation as additional insured as well as stating that the Allegany County Land Bank Corporation be given thirty (30) days’ notice prior to non-renewal of, or cancellation of, policies.
2. Non-Collusive Bidding Statement: The Contractor shall submit a signed and dated Non- Collusive Bidding Statement with its bid which is included in this bid document. Said certificate is mandated by Section 103-d of the General Municipal Law.
3. Hold Harmless Form: The contractor shall submit a signed and dated Hold Harmless Form with its bid which is included in this bid document. Successful bidder agrees to the fullest extent permitted by law, to indemnify, hold harmless and defend the Land Bank, Local Initiatives Support Corporation, its agents, employees or any person against loss or expense, including attorney’s fees, by reason of liability imposed by law upon the Land Bank, except in cases of the Land Bank’s negligence, for damage because of bodily injury, including death at any time resulting therefrom sustained by any person or persons, or on account of damage to property arising out of, or in consequence of, the performance of this contract.
4. Performance Bond: The successful bidder shall be required to submit a performance bond or certified check in the amount of 100% of the bid price(s). The Performance Bond is due on the Allegany County Land Bank within 10 days of the receipt of the award letter and will be returned upon completion and acceptance of the project by Allegany County.
5. Assignment: The successful bidder shall not assign, transfer sublet or otherwise dispose of the contract, or its right title or interest, or its power to execute the same to any person or corporation without the previous consent, in writing, of the Allegany County Land Bank. An assignment of the contract shall not relieve the assignor of his obligations hereunder. In the event of assignments, all provisions herein shall be binding upon the inure to the benefit of the respective successors and assignees to the same extent as if each such successor or assignee were named as a party to the original contract.
6. Late Bids: Contractors shall bear sole responsibility for the delivery of their bid in a timely manner.
7. Governing Law: The terms of this contract shall be governed pursuant to the laws of New York State, Allegany County, and the municipality where the work is performed.
8. Reliance upon the U.S. Postal Service or other carriers is at the contractor’s risk. Late bids will not be considered and shall be returned unopened.

9. The Allegany County Land Bank reserves as its right, the right to require clarification from the contractor for the purpose of assuring a full understanding of the contractor's responsiveness to the solicitation requirements.
10. The Allegany County Land Bank reserves as its right, the right to accept or reject any and all bids (or separable portions thereof), the right to waive irregularities and technicalities, and the right to request resubmittal of bids (re-bid).
11. Contractor's Failure to Comply: The contractor's failure to perform in compliance with the bid award shall result in withholding of payment. The payment shall be withheld until such times as the contractor fulfills its responsibilities. Compliance shall be determined by and to the satisfaction of the Allegany County Land Bank. Such action would not necessarily preclude further initiatives on the part of Allegany County Land Bank to protect and preserve its interest.
12. Preparation of Bid Documents: Bids must be submitted on the forms provided in the bid documents and prepared in the following manner:
  - a. All submissions shall be clearly written, legible, and completed using a permanent medium (e.g. ink, typewriter, laser printer, etc.) Illegible entries may be rejected.
  - b. All forms requiring the contractor's signature shall be signed by the contractor or the contractor's authorized representative. Erasures and/or alterations shall be initialed by the individual whose signature appears on the bid forms.
  - c. The contractor shall submit the bid in accordance with the bid documents and shall not make any changes in the wording of the bid forms or make any stipulations or qualify the bid in any manner.
  - d. All bids shall be firm for a period of forty-five (45) days from the bid opening date; during which time the Land Bank shall render its decision.
13. Each vendor bears sole responsibility for acquisition of bid documents. Requests for bid documents to be forwarded are neither a guarantee nor an incurred obligation on the part of the Allegany County Land Bank to ensure vendors requested receipt of bid documents, timely or otherwise.
14. Receipt of these documents, unsolicited or otherwise, shall not be construed a predetermination of a vendor's qualifications to receive a contract award. Nor shall receipt of these documents be interpreted an endorsement that the vendor's equipment, materials, products, and/or services are in compliance with the bid specifications.
15. Examination, Interpretation, Correction of Bid Documents: Each vendor shall examine all bid documents and judge all matters relating to the adequacy of such documents. Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to this bid solicitation shall be in writing and submitted to the Land Bank. The Land Bank shall not be responsible for oral interpretations given by any officer, representative or others. The issuance of written addendum/addenda is the only official method whereby clarification or additional information can be given.



**III. Acknowledgment of Project Specifications-**

**THE UNDERSIGNED PROPOSES TO PROVIDE SAID SERVICES** required by the Allegany County Land Bank as set forth in the enclosed request for proposal. The successful bidder shall be obligated to furnish said services at the price set forth in this bid.

Sufficient information must be submitted with your bid to allow the Allegany County Land Bank to determine if the product is acceptable and meets the needs of the Allegany County Land Bank. Final determination shall be made by the Land Bank.

Company Name\_\_\_\_\_

Address\_\_\_\_\_

City, State, Zip\_\_\_\_\_

Signature:\_\_\_\_\_ Printed Name:\_\_\_\_\_

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

Telephone number:\_\_\_\_\_ Fax number:\_\_\_\_\_

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

**IV. Bid Proposal Form-**

**Allegany County Land Bank Bid Proposal Form  
For Demolition of Structures  
March 5, 2019, 10:00 a.m.**

<b>Location</b>	<b>Bid Price</b>	<b>Days to Complete</b>
19 Maple Street, Andover	\$ _____	_____

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

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

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

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

Tax I.D. No.: \_\_\_\_\_

The undersigned having a principal place of business as indicated above, agrees to furnish the Allegany County Land Bank the services listed at the price herein stated, in accordance with the specifications and conditions annexed hereto.

Authorized signature: \_\_\_\_\_

Typed or Printed Name: \_\_\_\_\_

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

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

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 2019.

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## Appendix A: Non-Collusive Bidding Statement

By submission of this bid/proposal, each bidder and each person signing on behalf of any bidder/proposer, certifies, and in case of a joint bid/proposal, each party hereto certifies as to its own organization, under penalty of perjury, that to the best of his/her/their knowledge and belief:

1. The prices in this bid/proposal have been arrived at independently without collusion consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder/proposer or with any competitor.
2. Unless otherwise required by law, the prices which have been quoted in this package have not been knowingly disclosed by the bidder/proposer prior to the opening, directly or indirectly, to another bidder/proposer or to any competitor; and
3. No attempt has been made or will be made by the bidder/proposer to induce any other person partnership, or cooperation to submit or not to submit a bid/proposal for purpose of restricting competition.

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Name of Bidder/Proposer

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Address

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Signature

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Title

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Date

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FEIN

**Appendix B: Hold Harmless Agreement**

A “Hold Harmless Agreement” is required from each contractor engaged on the behalf of the Allegany County Land Bank. A separate agreement is required by subcontractors engaged in any portion of the contracted work.

**A. Indemnification and Hold Harmless:**

To the fullest extent permitted by law, \_\_\_\_\_ agrees at its own cost to defend, indemnify and hold harmless The Allegany County Land Bank Corporation, its officers, agents, representatives, managers, employees and affiliates from and against any and all claims, suits, liens, judgments, damages, losses and expenses including reasonable attorney fees and legal expenses and costs arising in whole or in part and in any manner from the acts, omissions, breach or default of any contractor or subcontractor. This agreement is continuous until terminated by either party with written notice.

**B. Insurance:**

\_\_\_\_\_ hereby agrees that it will obtain and keep in force an insurance policy/policies to cover its liability hereunder and to defend and save harmless the Allegany County Land Bank , its officers, agents, representatives, managers, employees and affiliates and carry:

- i. Commercial General Liability Insurance in amounts not less than \$1,000,000 per occurrence/per location, \$2,000,000 in annual aggregate, and \$2,000,000 products/completed operations aggregate.
- ii. Commercial Auto Insurance in amounts not less than \$1,000,000
- iii. Workers’ Compensation and Disability Insurance in amounts complying with industry standards for the work being conducted and to the full statutory limits.
- iv. Environmental Liability Insurance with a \$1,000,000 limit to new construction projects or demolition.

The undersigned agrees to all of the conditions of this agreement and will furnish the Allegany County Land Bank Corporation certificates of insurance evidencing that the aforesaid insurance coverage is in force.

Authorized Signature: \_\_\_\_\_  
Typed or Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 2019.

## **Appendix C: Insurance Requirements**

All Subcontractors must carry Commercial General Liability Insurance in amounts not less than \$1,000,000 per occurrence/per location, \$2,000,000 in the annual aggregate, and \$2,000,000 products/completed operations aggregate.

All Subcontractors must carry Commercial Auto Insurance in amounts not less than \$1,000,000

All Subcontractors must carry Workers' Compensation & Disability Insurance in amounts complying with industry standards for the type of work that the Subcontractor is conducting.

If the Subcontractor will be involved in any environmental remediation of any kind, the Subcontractor must have Environmental Pollution Liability Insurance with a \$1,000,000 limit to new construction projects or demolition.

### **ATTENTION:**

**Before submitting your bid/proposal please ensure you have the following documents with your sealed bid/proposal.**

1. Signed W9 form
2. Insurance Certificate- with Allegany County Land Bank Corporation, Local Initiatives Support Corporation, and Fourth Sector Services named as additional insured.
3. Hold Harmless statement
4. Non-Collusive Bidding Statement