

## **CITY OF HOT SPRINGS, SOUTH DAKOTA REQUEST FOR PROPOSALS RFP 2021 – WESCH-OAK BUILDING DEMOLITION SERVICES**

The City of Hot Springs, South Dakota is requesting “sealed bid” proposals from qualified firms’ interested in contracting with the CITY to provide complete building demolition services for the removal and clean-up of a site located at 717 North River St. also commonly known as the Wesch-Oak Building. The City will retain the ownership of any “salvaged” sandstone blocks removed from the East and West ends of the building. Alternate (add cost): the selected contractor will provide complete demolition services for the removal and clean-up of Wesch-Oak site, BUT will stabilize (with structural design by PE) and retain the West façade.

The site and building are illustrated on the location map and pictures included with this document. Generally the sandstone building is approximately 46’ X 81’, and is 2-story. It is the City’s intent to select a contractor for the site abatement that will, in the City’s sole determination, provide the best demolition proposal at the least cost to the City that includes the “reasonable” salvage of the historic sandstone blocks. The completed project will also include backfill of the existing building foundation over-excavation.

### **Project Requirements:**

**Demolition** – The contractor will be responsible for isolation of the proposed abated structure from the adjoining building (South), demolition, sandstone removal and salvage; and proper disposal of the remaining structure, the various foundation components, and contents of the building (not requested for salvage by City). The contractor will also be responsible for all costs of transport and proper disposal of all demolition debris and restoration of the site as, at a minimum, a graveled lot.

**Certifications and permits** – The contractor will be responsible for obtaining all materials analysis and permits necessary for completion of the project for compliance with the appropriate regulatory agencies. The City will provide the required notifications to the SD Historic Preservation Society (SHPO). Any applicable permitting fees normally issued by the City’s Development Coordinator shall be waived by the City of Hot Springs, but obtaining the permit(s) will still be required to confirm applicable project pre-demolition planning; and any critical design issues, incl. building isolation from neighboring property to the South and (if Alternate accepted by the City) the West façade retention.

**Utility Disconnects** – The demolition contractor will be responsible for coordinating and ensuring utility disconnects. (City owns water, but electrical utility disconnect will need to be coordinated with BHE).

**Reuse of Materials** – All salvageable sandstone materials will be retained for reuse by the CITY.

**Salvage of Materials** – Unless referenced otherwise in an addendum which will be provided at the pre-bid conference, the contractor shall take ownership of all scrap/salvage materials (except sandstone from East & West ends) and be permitted to recycle and reuse the items as desired at the contractor’s risk.

**Extent of Underground Demolition** – The building’s 1 floor level has been undermined by the excavation of soil materials below the constructed “crawl-space” grade (8-12 feet). The contractor shall fill this over-excavated portion with non-organic materials, tracked or otherwise compacted in-place. The re-use of building rubble (i.e. North wall) may be re-used as fill, provided that it is adequately consolidated and “capped” with at least 6 inches of dense-grade stone, or approved alternate structural fill material. The approved “fill” material(s) shall be placed as backfill in all excavated areas and graded to the elevation necessary to provide positive surface drainage to all areas of the site.

**Responsibility for Temporary Facilities** – The contractor will be responsible for all temporary facilities necessary to successfully complete the project – to include, but not limited to, portable restrooms, site fencing, site security, temporary power, etc.

**Special Requirements** – Caution and care must be exercised to prevent damage to adjacent properties, sidewalks, parking lot (North) and streetscape and to ensure that existing businesses in the area can operate normally without significant disruption during demolition activities. Special provisions will be required to isolate and secure the existing wall of structure to the South. Any required street closures shall need to be approved at least 48 hours in advance through the City of Hot Springs Police and Street Departments. Any road closures along River Street/ Highway 385 will require a R.O.W. permit from the SD-DOT District Engineer (typically 72 hour process). The City of Hot Springs, City Administrator will assist the contractor in obtaining any SD-DOT required permits.

**Safety**- Provide information regarding firm's safety record, and describing the specific safety measures and plan to be used in this project to protect personnel, public, structures and infrastructure.

**Price**- It is the City's intent to select a contractor that will, in the City's sole determination, provide the best demolition proposal at the least cost. Price must include any/all fees related to the project requirements. The **ALTERNATE** to stabilize and save the West façade will be an ADD-ON cost item.

**Hazardous Materials** – Preliminary inspections of the site are required to be performed by the contractor, prior to responding to the RFP to identify any contamination related to lead based paint or asbestos that could affect the demolition process or materials disposal. All hazardous materials should be handled in accordance with applicable Federal & State requirements and regulations.

**Expected Condition of Site at Completion of Demolition** – It is expected that the contractor will backfill all below-grade, excavated areas with suitable material and grade the area to provide for positive surface drainage for the entire site (generally, 0.5% min. slope from highest point of adjacent curb or sidewalk). The contractor may be responsible for installation of silt fence at the edge of curb or sidewalk to prevent sediment runoff, if necessary. The contractor will be responsible for repair of any damage to adjacent structures, parking areas, curbing, sidewalks, or pavements damaged during the project. The finish-graded site area should be a graveled lot. All work must be completed on/before **June 7, 2021**.

### **Proposal Requirements:**

Interested firms are encouraged to attend a pre-bid conference and walkthrough of the site to be held Monday, January 11, 2021 at 1:00 p.m. (MST) at the site 717 North River St., Hot Springs, SD 57747.

**If you are bidding this RFP, please notify the City Administrator via email [hscityadministrator@hs-sd.org](mailto:hscityadministrator@hs-sd.org) in order to receive any addendums or RFP updates.**

Interested firms must, at a minimum, provide the following information by Wednesday, February 10, 2021 at 3:00 pm (MST):

- **Qualifications/Experience**: Describe the firm's qualifications and experience with this type of work. Give examples and reference contact information for previous similar projects.
- **Schedule**: Provide an estimated project schedule to complete the scope of work described above.
- Firms are requested to submit their BID SHEET and any additional response, limited to five (5) pages. **Additional supplemental information may be submitted, under separate cover or email in order to aid in City's firm selection. This information may include staff resumes, descriptions of similar projects, project references, and a description of the conceptual approach to meeting the project requirements.** The firm may also submit, under separate cover, an example of a project previously completed at another municipality that is similar in size and scope to the work described above.

## **Selection Process Overview and Selection Criteria**

On or before February 10, 2021, the respondents will submit a “sealed bid” proposal in response to this RFP. Following bid opening, the City Council may at their discretion recommend the Public Works Committee review the bids and short list up to three firms. A request for oral presentations from the selected short list of bidders may be requested by the City Council. All expenses for any interviews or presentations will be the sole responsibility of the responder. The City of Hot Springs accepts no responsibility for the reimbursement of any expenses incurred by a responder under this document.

Any questions regarding this RFP should be sent by email to [hscityadministrator@hs-sd.org](mailto:hscityadministrator@hs-sd.org). **The deadline for the submission of any and all questions and inquiries concerning this RFP is Monday, February 1, 2021 at 12:00 noon.**

The CITY shall have sole discretion in evaluating the qualifications of responders and the suitability of their proposals to meet the City’s needs. The City reserves the right to select the Proposal that is deemed to be in the best interest of the City of Hot Springs. **The City also reserves the right to reject any and all Proposals.**

### **Pre-bid Conference and Walkthrough Date: Monday, January 11, 2021 – 1:00 pm**

A representative of all interested firms are encouraged to attend this pre-bid conference and walkthrough of the site in order to accurately develop their RFP response for the City’s consideration. Representatives of the City Development Coordinator’s office will be available to answer questions regarding the RFP. Contractors should report to the building demolition site located at 717 North River St., Hot Springs, SD 57747. A “Release of Liability Waiver” will be required of all persons entering the currently condemned structure.

### **Proposal Due Date: Wednesday, February 10, 2021 at 3:00 pm**

Interested Firms are requested to submit their “sealed bid” on BID SHEET provided and any additional response items for City Council consideration, limited to five (5) pages to:

**John Gregory, City Administrator**  
City of Hot Springs  
303 North River St.  
Hot Springs, SD 57747  
Phone: (605)745-3135 ext. 205  
[hscityadministrator@hs-sd.org](mailto:hscityadministrator@hs-sd.org)

“Sealed bid” proposals are due on or before the submission deadline noted above at City Hall, located at 303 North River Street. All proposal packages must be sealed and have **“RFP 2021 Wesch-Oak Demolition Services”** clearly marked on the outside for easy identification by the CITY. Proposals may be hand delivered prior to the submission deadline at the address listed above, or placed in the outside drop-box. Directions to City Hall may be obtained by calling (605)745-3135. Any proposals received later than the submission deadline will not be accepted or considered. Facsimile (FAX) transmissions will **not** be accepted. The City will not be responsible for late submission caused by the postal service, other carriers, or any other delivery problems regardless of the reason. The RFP responses will be opened and read aloud at the City of Hot Springs – Council meeting Tuesday, February 16, 2021 at 7:15 pm.

## **INSTRUCTIONS FOR OFFERORS**

Proposals will only be accepted from responsible and responsive companies.

No proposal may be withdrawn for a period of ninety (90) days after the proposal submission date.

A responsible offeror means an offeror who has the capability in all respects to perform fully the requirements mentioned in the proposal document and the integrity and reliability which will assure good faith performance. A responsive offeror means an offeror who has submitted a proposal which conforms in all respects to the request for proposal requirements, including demolition completion & site clean-up, and Alternate: West façade stabilization (if this work approved by City Council) on/before **June 7, 2021**.

**DISPUTES:** In cases of disputes as to whether or not an item or service quoted or delivered meets scope of work, the decision of the City of Hot Springs shall be final and binding on all parties.

**DEVIATIONS:** Any deviations from the scope of work contained herein must be noted in detail on the respondent's response for the City of Hot Springs' consideration.

**CHANGES:** Any changes in the Contractor's scope-of-work, after the contract agreement has been awarded must be with the written consent of the City of Hot Springs – City Council; otherwise, the responsibility for such changes lies with the company. Any changes to the scope of work in this request for proposals, RFP package shall be provided in writing, on or before Feb. 1, 2021; and an emailed addendum will go out to all prospective respondents so that each respondent can compete equitably.

**QUESTIONS AND INQUIRIES:** The deadline for the submission of any and all questions and inquiries concerning this RFP is Monday, February 1, 2021 at 12:00 noon. All questions must be directed to the City Administrator in writing and e-mailed to [hscityadministrator@hs-sd.org](mailto:hscityadministrator@hs-sd.org)

*Bidders are encouraged to email and request copies of the engineering assessment reports for planning consideration.*

#### **BUSINESS LICENSE REQUIREMENT**

**Entities that provide goods and services within the City limits are required to have a SD business license and to pay all State fees. The successful bidder will be required to have a City of Hot Springs Contractor's License. Fees for the City licenses will be waived.**

#### **Taxes**

The City of Hot Springs is exempt from Sales Tax and will issue exemption certificates, if requested. **Do not include taxes with your RFP response.**

#### **PROFESSIONAL INSURANCE REQUIREMENTS AND INDEMNIFICATION**

The successful company shall procure and maintain insurance for protection from claims under workers' compensations acts; claims for damages because of bodily injury including personal injury, sickness or disease, or death of any and all employees or of any person other than such employees; claims for damages because of injury to or destruction of property, including loss of use resulting therefrom; claims caused by professional errors, acts, or omission; and any other insurance prescribed by law. The successful company shall name the City of Hot Springs, South Dakota, its elected and appointed officials, officers, and employees "Additional Insured" as their interests may appear but only with respect to services performed or provided by successful company on behalf of the City under Contractor's commercial general liability insurance policy. The successful company shall, within 10 days of the full execution of any contract resulting from this RFP, provide the City of Hot Springs with a certificate(s) of insurance evidencing the coverage's required above and containing an endorsement to the effect that any cancellation or non-renewal shall not be until 10 days after the insurer or the selected company gives written notice to the City.

Without limiting the provisions of paragraph above, the selected company shall during the term of any agreement with the City resulting from the “**RFP 2021 – Wesch-Oak Building Demolition Services**”; shall maintain insurance with limits not less than those set forth below:

The successful company shall take out and maintain, during the life of the contract agreement, workers’ compensation and employer’s liability insurance for all employees to be engaged in services on this project under this agreement in an amount not less than \$1,000,000.00, and in case any such services are sublet, the company shall require all subcontractor(s) also to provide workers’ compensation and employer’s liability insurance in an amount not less than \$1,000,000.00 for all of the subcontractor’s employees to be engaged in such.

Employer’s Liability Insurance -\$1,000,000 each accident, \$1,000,000 disease policy limit, \$1,000,000 disease each employee

Commercial General Liability Insurance -\$1,000,000 per occurrence (bodily injury and property damage) / \$1,000,000 general aggregate Automobile Liability Insurance -\$1,000,000 combined single limit (bodily injury and property damage), each accident

*Professional Services:* The selected company shall indemnify and hold the City of Hot Springs, SD, its elected and appointed officials, officers, and employees, harmless from and against judgments, liabilities, damages, losses, costs, and expenses (including, but not limited to, reasonable attorneys’ fees and costs but only to the extent otherwise authorized by law) to the extent caused by any negligent act, error, or omission in the performance and furnishing of the selected company’s professional services under any contract resulting from this RFP, including any negligent act, error or omission of any individual or entity directly or indirectly employed by the selected company to perform any of the work or anyone for whose acts, errors, or omissions the selected company may be liable, regardless of whether or not caused in part by a party indemnified hereunder.

*Subcontractor Services:* The selected company shall require any subconsultants and subcontractors to purchase and maintain insurance with limits not less than those required above to be purchased and maintained by the selected company. In addition, the selected company shall require any subconsultants and subcontractors to assume the selected company’s indemnification obligations under any contract resulting from this RFP to the extent they relate to the subconsultant’s or subcontractor’s obligations under any contract with the selected company.

**\*\*Any “Exceptions” to the above insurance requirements should be clearly stated on the BID SHEET.**

## BID SHEET

### **RFP 2021 – Wesch-Oak Building Demolition Services**

City of Hot Springs Request for Demolition/Structure Abatement Bids

Location of Structure to be Demolished: 717 North River Street, Hot Springs, SD 57747

Complete Site Demolition & Restoration Bid: \_\_\_\_\_

Alternate: Stabilize & Retain West Façade (ADD-ON) Bid: \_\_\_\_\_

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

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

\_\_\_\_\_

Date: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Authorized Contact Person: \_\_\_\_\_

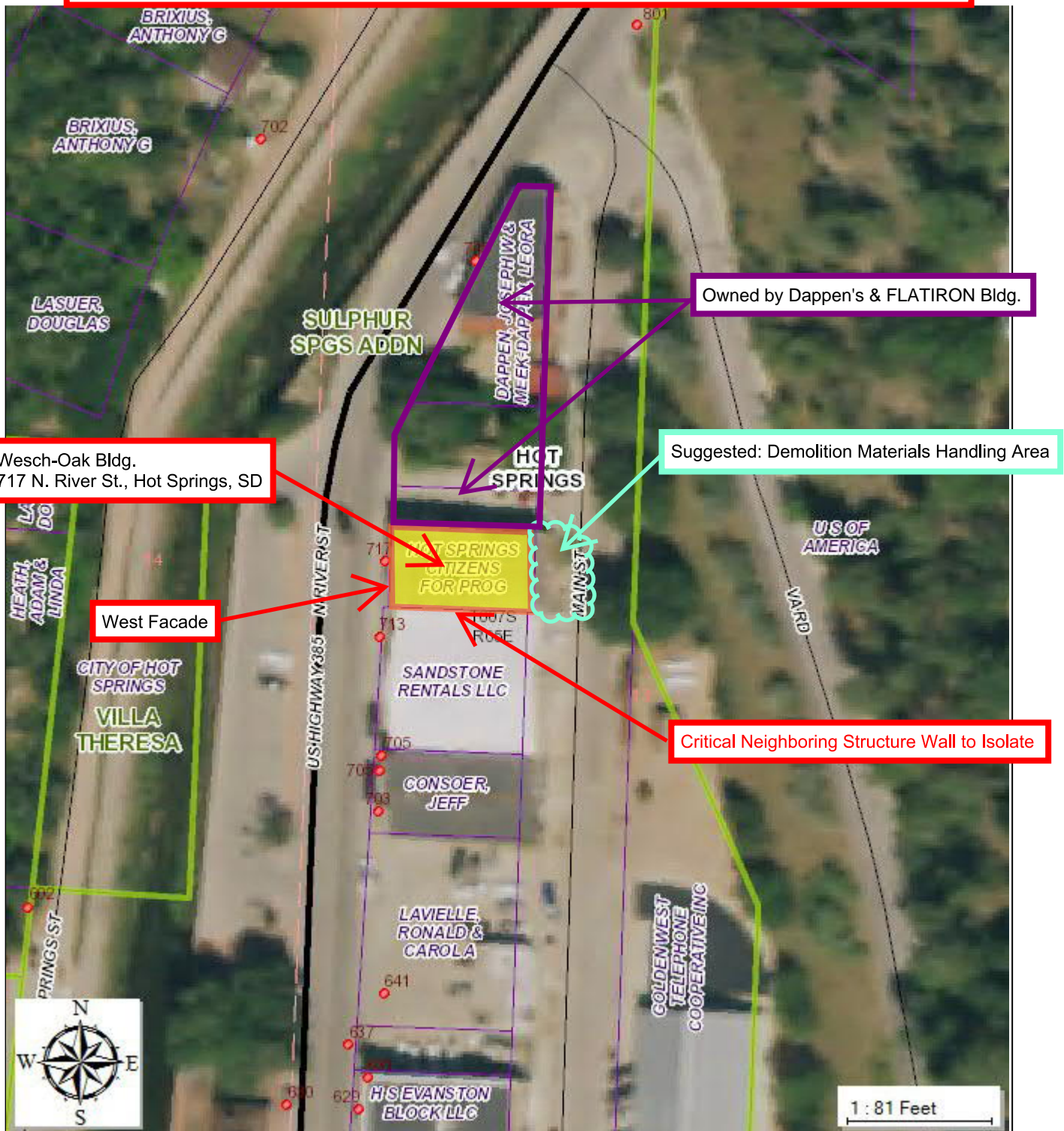
Authorized Signature: \_\_\_\_\_

Respondent "Exceptions" to RFP - Bid Request: \_\_\_\_\_

\_\_\_\_\_



# RFP 2021 - Wesch-Oak Building Demolition Services for City of Hot Springs

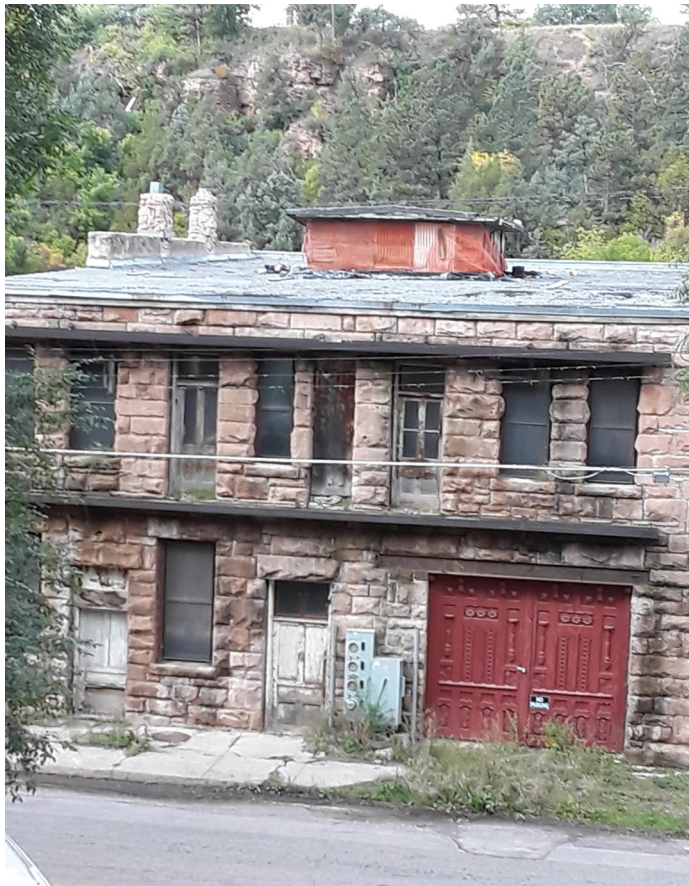


NOTES: RFP responses due 02/10/2021 by 3 pm. Site walk-through Inspection scheduled 01/11/2021 at 1 pm. Abatement Completion & Site Restoration required by 06/07/2021. Contact COHS - City Administrator with any questions and to obtain copies of engineering assessment reports of the structure.

EXTERIOR: WESCH-OAK BUILDING, 717 N. River St., Hot Springs, SD 57747



North and West Sides of structure. Note: 1) neighboring structure with partially shared wall and existing business 2) West facade is ALTERNATE (Add-on) item if saved.



East Side of structure and roof. Note: wall to be completely demolished and sandstone blocks salvaged as may be practical and retained by City.



INTERIOR: WESCH-OAK BUILDING, 717 N. River St., Hot Springs, SD 57747



NW interior corner of structure. Note: 1) ramp to over-excavated subfloor to be backfilled 2) Foundation failing at NW corner beneath garage door opening of West facade.



SE interior subfloor corner of structure. Note: over-excavated subfloor to be backfilled, approx. 8-12' deep