

ADDENDUM #1
Genesee County Land Bank Authority
Neighborhood Stabilization Program 1

Request for Proposals- Demolition and Disposal of Residential/Commercial Structures in the City of Flint.

#LB 13-002
February 11, 2013

The following information is to be incorporated into the bidding and contract documents for the above referenced project.

1) Clarification

- a) **Funding Source & Amount of Award:** This project is a partnership between Michigan State Housing Development Authority (MSHDA) and Genesee County Land Bank Authority (GCLBA) to implement the Neighborhood Stabilization Program 1. The GCLBA received original grant award of \$1,435,000 and was awarded an additional \$392,692 for demolition of residential structures in MSHDA designated areas in the City of Flint. The total NSP1 award \$1,827,692.
- b) **Contract Period:** The time frame for this project listed on page 1 of Attachment D and #4 on Attachment G incorrect states the timeframe is 6 weeks. **The correct contract period of this proposal is three (3) weeks, from February 18, 2013 – March 15, 2013.**
- c) **Licenses Required:** Demolition Contractor must have a Michigan Builders License or Maintenance and Alterations license with House Wrecking. Michigan Builders License – In the name of principal and if co-partnership. Licensed demolition contractors must also be Certified Asbestos Contractor/ Supervisor.
- d) **Emergency/Ordered Demolitions:** At the time of this bid all the identified properties on the properties listed on the Bid Tender form (Attachment D) have been deemed an Ordered (Emergency) Demolition by the City of Flint’s Building Safety & Inspections Department **except** the properties listed below:

40-13-430-009	812 STOCKTON ST**
41-18-307-002	421 CARRILL CT**
41-18-307-003	419 CARRILL CT**
41-18-308-024	408 W SEVENTH ST**
41-18-309-020	311 SYLVAN CT**
41-18-329-004	1209 S GRAND TRAVERSE**
41-18-329-019	1225 S GRAND TRAVERSE**
41-18-351-006	607 W SIXTH ST**
41-18-356-018	1214 OAK ST**

2) Remove from Bid List 1

- a) 221 E Jackson (40-01-253-036) – no longer an eligible project
- b) 237 E Jackson (40-01-253-040) – no longer an eligible project
- c) 1246 E CARPENTER RD (47-30-226-013) – no longer an eligible project
- d) 1013 E LORADO AVE (47-30-177-024) – this property has already been demolished

3) Addition of Property to Bid List 1:

- a) 1316 Mackin Rd, Flint MI (40-12-301-022)
- b) 1320 Mackin Rd, Flint MI (40-12-301-021)
- c) 1405 Mackin Rd, Flint MI (40-12-303-007)
- d) 1217 Vincent Ave, Flint MI (40-12-301-033)

4) Addition of Property to Bid List 2:

- a) 332 W Eight St., Flint MI (41-18-329-021)
- b) 325 W Seventh St., Flint MI (41-18-329-007) ****– basement removal, backfill, seed and mulch**

5) Demolition Process in the Archeologically Sensitive Areas **

See Attached Document

Each bidder must acknowledge receipt of this addendum on RFP SUBMITTAL REQUIREMENTS CHECKLIST.

****END OF ADDENDUM****

Prepared by:
Genesee County Land Bank
452 S. Saginaw St., Second Floor
Flint, MI 48502

Archeological Consultation Process for NSP1

2/7/2013



Background and Purpose: In 2008, a Native American burial site was uncovered on Stone Street in Carriage Town Historic Neighborhood dating from ca. 800-1200 years ago. The full extent of this site has not been identified. The Genesee County Land Bank (GCLB) has received \$1,827,692 in Neighborhood Stabilization Program One (NSP1) funding from the Michigan State Housing Development Authority to assist in stabilizing targeted neighborhoods in the City of Flint. The Genesee County Land Bank has monitored several sites with a qualified Archeologist in the area with Neighborhood Stabilization Program Two (NSP2) to date no remains have been found through monitoring these projects.

This Archeological Consultation Process for NSP1 has been developed to: 1) provide Federally and State Recognized Native American Tribal Communities and Other Indigenous Organizations with interest in Flint and Genesee County and all potentially interested parties information related to when activities are going to be taking place in the area; 2) to coordinate the monitoring of ground-disturbing work with our local Archeologist; 3) in the situation where additional burial sites are discovered to act appropriately and with respect for the Native American Ancestors; 4) to comply with Section 106 of the National Historic Preservation Act of 1966; 5) to allow for the spending of funds on demolition in the Grand Traverse District Neighborhood within the timeframe allowed by the grant.

Archeological Consultation Process:

1. **SHPO Consultation** - Genesee County Land Bank and City of Flint will send requests for consultation to the State Historic Preservation Office (SHPO) on all NSP 2 activities undertaken in the Archeologically Sensitive Area.
2. **SHPO Response** – Within 30 days of submittal, we will receive notification from SHPO of any properties that have the potential to be Archeologically Significant. If a property is found to be Archeologically Significant we must have an Archeologist on site during any other ground disturbing work related to demolition or rehabilitation and notify Federally and State Recognized Native American Tribal Communities and Other Indigenous Organizations with interest in Flint and Genesee County when this work is planned to take place. If this occurs we will move onto step 3.
3. **Scheduling of Ground Disturbing Work** – 1) If a demolition is planned, Demolition Contractor will notify the Genesee County Land Bank 14-days in advance of the date the demolition of the basement is scheduled to occur.

This notice to the Genesee County Land Bank and directed to Heidi Phaneuf, Community Resource Planner, hphaneuf@thelandbank.org . Email is the preferred method of contact to ensure timeliness of the noticing in step 4, hand delivered requests will also be accepted.

This email notice shall include the following information about the project:

- Address or parcel ID of the property where work will be performed
- Description of the work to be performed
- Date and time when ground disturbing work will be performed
- Statement requesting Archeological Monitoring

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www.thelandbank.org • Fax 810.257.3090



4. **Schedule with the Archeologist** – GCLB will contact our NSP1 Archeologist in advance of the ground disturbing work and let them know of the date and location of the work to be performed. GCLB will make sure that the Archeologist is available for the date and time proposed by the Contractor. If the Archeological Monitoring cannot take place at the date and time proposed, the GCLB will inform the Contractor who will propose a new date and time.
5. **Notification of Tribal Councils and Groups** – 10-days prior to the commencing of ground disturbing work, GCLB will send a letter via first class mail to Federally and State Recognized Native American Tribal Communities and Other Indigenous Organizations with interest in Flint and Genesee County with the date, time, location and description of work to be performed that is ground disturbing in nature an email group will also be created and emails with the same information will be sent out to interested parties and individuals. This letter will include an invitation to be present while this work is performed, contact information for questions about the work and a statement that if the Tribal Council or Group does not respond to this request it is understood that they do not have issues or concerns about the project.
6. **Commencing of Ground Disturbing Work**- No ground disturbing work shall take place before the Archeologist is on-site or during a time frame outside of those identified in the letter to the Tribal Councils and Groups.

Demolition Process - Demolition crews can take the house down but should not remove the basement foundation until the Archeologist is present. The foundation walls should then be carefully pushed into the hole exposing the soil profile. The Archeologist will inspect the soil profile for Native American remains and artifacts and determine if any are present.

7. **If features, archeologically significant artifacts, human remains or other archeological evidence is discovered-**
 - Ground disturbing work will be halted and the Archeologist will determine the appropriate steps to take to investigate the discovery.
 - If human remains are found the Michigan State Police or local law enforcement, SHPO, MSHDA, HUD, the Advisory Council on Historic Preservation, and Federally and State Recognized Native American Tribal Communities and Other Indigenous Organizations with interest in Flint and Genesee County will be notified immediately, all work on the project will be immediately halted and the site will be secured.
 - If Native American remains or artifacts are discovered they will be treated with respect and dignity. The Federally and State Recognized Native American Tribal Communities and Other Indigenous Organizations with interest in Flint and Genesee County will be immediately notified and the site will be secured within 24-hours.
 - In the event that a burial is identified, care will be taken to ensure that the burial pit is thoroughly excavated and all human remains are recovered.
 - If items of Archeological Significance are discovered, all interested parties will be brought together to discuss how to move forward and recommend a course of action within 30-days of the finding of these Significance Artifacts.
 - If artifacts are recovered in association with a burial, the Archeologist will document those items.

- All archeological materials observed that are not in association with burials will be documented. Standard archeological records will be kept of all excavations with the exception that no human remains will be photographed.
- All human remains recovered from the project will be examined by a physical anthropologist.
 1. To the extent possible, the physical anthropologist will determine the number of individuals present, including the number of individuals represented in each burial pit.
 2. The physical anthropologist will compile demographic information for the human remains, including age and sex of the individuals.
- At the conclusion of these procedures, the appropriate Federally and State Recognized Native American Tribal Communities and Other Indigenous Organizations with interest in Flint and Genesee County will be given the opportunity to reinturn all human remains and associated funerary items.
- If an archaeological site (artifacts, features, etc.) is discovered that includes no evidence of human remains, the archaeologist will document and recover all archaeological materials within the area that will be disturbed by the project. Standard archaeological records will be created documenting all observed and recovered archaeological data. According to state law, artifacts are the property of the land owner. The Genesee County Land Bank is the property owner for most, if not all, NSP1 projects. In the event that an archaeological site is found in the course of a project, the recovered artifacts and records will be secured and discussion with the SHPO and Tribal Entities with an interested in Flint and Genesee County will begin to determine the correct course of action with regards to the artifacts.
- Any NSP1 funds that have been expended under the program to date for the work undertaken at the site will become expenditures under the appropriate eligible use category's general / infeasible projects account and will be reimbursed by MSHDA and HUD up to the amount of NSP 1 investment at the time of the discovery up to \$50,000 per project site. The appropriate Federally and State Recognized Native American Tribal Communities and Other Indigenous Organizations with interest in Flint and Genesee County shall have the right of first refusal to purchase property after NSP1 activities are closed out on the site. A report will be provided to SHPO detailing the activities undertaken, the items found and the course of action taken.
- Genesee County Land Bank only has NSP1 funds to complete this work, the cost of artifact recovery and internment paid for by the Land Bank will not exceed funding limits allowed by HUD and MSHDA under NSP1.

8. Archeological Monitor Reporting –

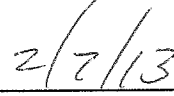
- If no remains or artifacts are discovered, the Archeologist will sign-off on the GCLB Archeological Monitoring Form at the site, letting the GCLB staff present and demolition crew know the site is okay for completion of the demolition. After the GCLB Archeological Monitoring Form is completed and provided to the GCLB, then if it is a demolition, the basement can be fully removed and the soil brought into the site to fill the hole. The Archeologist may recommend another course of action and will inform the GCLB and Contractors about the process.
- If no remains or artifacts are discovered, a written report will be completed by the monitoring archeologist within 14 days of the monitoring and provided to the GCLB, MSHDA, SHPO, and Federal and State Recognized Native American Tribal Communities and Other Indigenous Organizations with interest in Flint and Genesee County stating that nothing of archeological significance was found.
- In the event of an archaeological discovery, a written report will be completed by the monitoring archeologist within 30 days of the completion of the monitoring. The report should include a brief

description of the project and its location, the type of activity involved (demolition, etc.), methodology employed to monitor the ground disturbing activity, archaeological features and/or artifacts observed and recovered, and results and recommendations. The report should also include a map indicating the location of the project, and any photos of the work in progress, or archaeological features and artifacts as necessary.

I, Douglas K. Weiland, Executive Director of the Genesee County Land Bank hereby certify that the Genesee County Land Bank and all subcontractors will follow this process when Archeological Monitoring is required as part of the Section 106 Environmental Review Process.



Douglas K. Weiland, Executive Director
Genesee County Land Bank



Date