

ADDENDUM #2
Genesee County Land Bank Authority Blight Elimination Program

**Request for Proposals- Demolition and Disposal of Residential Structures
in the City of Flint & Genesee County**

#LB 14-004
March 11, 2014

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

1. Clarification on requirements, certification and licenses:

- a. As stated on page 3 of RFP LB: 14-004 only GCLBA Approved Contractors that have the required experienced and licensed to conduct the abatement, demolition and disposal projects can respond to this proposal.
- b. Demolition contractor must have an Asbestos Abatement Certification in the Company's Name. If Demolition Contractor is hiring a subcontractor for the abatement and disposal of environmentally hazardous materials the Demolition contractor still must have Asbestos Certification in Company's name. Demolition contractor assumes the responsibility to supervise and certify all work completed by their subcontractor and provide all required documentation and photos to the GCLBA in the required timeframe.
- c. All subcontractors must be approved by the GCLBA and have the required certification and insurance.

2. Clarification on Demolish as Containing – Non-Ordered.

See Attached Memo

3. Required submittal documents for payment. It is the contractor's/bidders responsibility to read the entire Request for Proposal and scope of work.

Enclosed is a copy of the payment request packet. This packet must be completed site/address specific with all the required documentation. If any of the required documentation is missing payment request packet will be rejected.

4. The photo documentation is required without exception. Please review scope of work and Request for Payment Check list for what pictures are required. All photos are to be uploaded the GCLBA's Box.com file sharing site.

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



DEMOLISH AS CONTAINING- NON-ORDERED

The following memo clarifies the distinction between an “ordered” demolition, an emergency demolition, and structures that are to be demolished as asbestos containing without either a declared ordered or emergency status. There are instances in which, for various reasons, a structure cannot be fully abated yet does not qualify as “ordered” demolition for the purposes of NESHAP (being “structurally unsound AND in imminent danger of collapse”). These structures require 10-day notifications to State regulators and should be demolished in practice as if the structures were ordered demolitions by NESHAP standards.

An ordered demolition is any demolition taking place by order of a governmental body. For example, most every demolition contracted by the City of Flint falls into this category. However, for NESHAP purposes, only structures that are "structurally unsound and in imminent danger of collapse" are to be notified as "Ordered." All other demolitions, regardless of whether they are to be demoed as containing or non-containing are subject to 10-day notifications and to be notified as "scheduled" demos.

Structures can be demolished as asbestos containing without being declared emergency or ordered demolitions by a governmental official (i.e. no emergency letter signed by the City or Township Building Safety Inspections office is required). When a structure that is not structurally unsound or in imminent danger of collapse is going to be demolished as asbestos containing it is subject to a 10-day notification as a scheduled demolition, as previously noted, however, special attention must be given to sections 10 and 11 of the NESHAP:

NESHAP Section 10:

- Answer “Yes” asbestos is present.
- Answer “No” to being removed prior to demolition.
- Use the (required) asbestos survey to quantify asbestos where possible. If unable to quantify, and the whole structure is being demolished as containing, then put the approximate square footage of home that will be demolished as asbestos under square feet as RACM.

NESHAP Section 11:

If you are able to fill out #11 check “other” and write in “entire structure” or the portion of the structure that will be removed as asbestos containing (i.e. it was possible to abate the main floor or a portion thereof but not possible to abate the basement or the back room. The main floor can be demoed and disposed of as non-containing but the basement or the back room will have to be demoed and disposed of as containing friable asbestos).

It is not an option to just assume an entire structure as asbestos containing. Structures that are being demolished as containing still must be surveyed and asbestos removed where possible. In order to demolish structures as asbestos containing, a demolition contractor must have an asbestos abatement contractors’ license and must also file a 10 day notice with the MIOSHA Asbestos Program. Additionally demolishing a structure must be performed with respect to the class of materials on the site (Class I or II). Surveys must be on site during the demolition process and all relevant rules and regulations governing the demolition of a structure as asbestos containing must be followed (i.e. contractor must be licensed under name of the company, all workers on site must be trained and wearing the appropriate safety gear, showers and water trucks must be on site, and there are to be NO VISIBLE EMISSIONS, etc.). The NESHAP states that any structure to be demolished must first be thoroughly inspected for the presence of asbestos. The key here is that you are dealing with houses that CANNOT BE THOROUGHLY INSPECTED FOR THE PRESENCE OF ASBESTOS for various reasons, and therefore the house (**or more likely- the portion of the house- as there are always some materials that can and should be tested for i.e siding**) that cannot be tested will be assumed friable asbestos and the demolition will be handled *like* an Ordered demo with all abatement requirements of the NESHAP (training, wetting, leak-tight, properly labeled containers, proper waste disposal and the MIOSHA regulations apply).



452 S. Saginaw, Second Floor
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810.257.3088

REQUEST FOR FINAL PAYMENT CHECKLIST COVERSHEET

CONTRACTOR:

BID NUMBER:

Type of Project:	
<input type="checkbox"/>	Inspection
<input type="checkbox"/>	Abatement
<input type="checkbox"/>	Demolition

Contact Person:
Contact Phone Number:
Email:

The Genesee County Land Bank (GCLBA) **WILL NOT**, process any payment requests without all of the required documentation, including waste manifest and documentation of the disposal of waste.

The GCLBA will pay the contractors the fixed price as agreed upon in contract of awarded bid. No increased in costs will be paid unless previously approved in a signed change order.

Payment to Contractor is made by the GCLBA on a net 30 day cycle upon receiving completed site specific payment request packets with all supporting documentation for each project.

Completed site specific payment request packets will be accepted by the date specified in contract. Completed payment request packets will also be accepted on the 15th and 30th of each month.

Demolition Contractors: When demolition project is completed, contractor must contact GCLBA's Demolition Inspector, in addition to the City or Township's Inspector to have the site inspected. If site fails inspections, request for payment will be rejected until any issue(s) has been resolved. Once the GCLBA Inspector has approval inspection payment request will be submitted for processing on a net 30 day cycle.

The undersigned Contractor states that the items listed on the attached Payment Request Checklist are completed and included in the site specific packet of documentation and hereby requests a final payment.

Contractor

Date Submitted

The attached site specific Packet Request Packet has been reviewed by GCLBA staff and the following recommended the following action:

- Rejected for the reason(s) listed on the Payment Request Checklist
- Approved and has been submitted for payment

GCLBA Demolition Inspector

Date

GCLBA Demolition Team Reviewer

Date



REQUEST FOR FINAL PAYMENT CHECKLIST

Date Received:			Reviewed By:		
Is payment request approved?			<input type="checkbox"/> Yes <input type="checkbox"/> No		
If not approved, reason why?					
Date Rejected:					
Does this packet contain all of the required documents?					
GCLBA			Contractor has review documents		
Yes	No	Date			
				<ul style="list-style-type: none"> ▪ Sworn Statement (All subcontractor must be listed) 	
				<ul style="list-style-type: none"> ▪ Waivers of Lien from yourself 	
				<ul style="list-style-type: none"> ▪ Waivers of Lien from all subcontractors listed on Sworn Statement 	
				<ul style="list-style-type: none"> ▪ <i>If sub-contracting</i>, you must provide proof that the sub-contractor is in compliance with the Michigan Workers' Disability Compensation Act requirements and appropriately licensed. 	
				<ul style="list-style-type: none"> ▪ Invoice on Contractor's Letterhead 	
				<ul style="list-style-type: none"> ▪ Completed State NESHAP Notification 	
				<ul style="list-style-type: none"> ▪ Waste Manifest 	
				<ul style="list-style-type: none"> ▪ Disposal slips/tickets (Identified as Type II or Type III landfill or disposal site) 	
				<ul style="list-style-type: none"> ▪ Certified Payroll 	
Yes	No	Date	ABATEMENT CONTRACTORS		
				<ul style="list-style-type: none"> ▪ Before and after Pictures of items removed/abated 	
				<ul style="list-style-type: none"> ▪ Field Report/Daily Log 	
				<ul style="list-style-type: none"> ▪ Photos uploaded to Box.com 	
Yes	No	Date	DEMOLITION CONTRACTORS		
				<ul style="list-style-type: none"> ▪ Before and After Photographs of the site (labeled – front, back, left side, right side) and sidewalks 	
				<ul style="list-style-type: none"> ▪ Seed tag/receipt-GCLBA approved specification 	
				<ul style="list-style-type: none"> ▪ Lab results soil sample 	
				<ul style="list-style-type: none"> ▪ Demolition Permit 	
				<ul style="list-style-type: none"> ▪ <i>City or Township Inspection receipt</i> <ul style="list-style-type: none"> ○ Winter-Grade ○ Final Grade 	
				<ul style="list-style-type: none"> ▪ GCLBA Demolition Inspector Report <ul style="list-style-type: none"> ○ Do GCLBA Demolition Inspector approve payment for this request 	



REQUEST FOR FINAL PAYMENT

Project Location:

Parcel Identification No.:

Type of Project:

Contact Person:

A final payment is requested for work completed as listed below:

Description of work completed:	Amount:
	Total:

The undersigned Contractor states that the items listed on the attached Request for Payment Checklist are completed and included in the site specific packet of documentation and hereby requests a final payment. Contractor must submit the all documentation listed on the Request for Payment Checklist.

Contractor

Date

All documentations included in the Request for Payment packet has been reviewed and approved by:

GCLBA Demolition Team Member

Date



SWORN STATEMENT

Project Location:

Parcel ID No.:

Type of Project:

Contact Person:

_____ being duly sworn deposes and says:

1. That _____ is the Contractor/Subcontractor for an improvement to the following described real property situated in Genesee County, Michigan:

Address:

Parcel #:

2. That the contracts of subcontracts cited herein are for the demolition of the property referenced above.
3. That the following is a statement, as of _____ (Insert cut off date for payment request) of each subcontractor, supplier and laborer, for which laborer the payment of wages or fringe benefits and withholdings is due but unpaid with whom the Contractor/Subcontractor has contracted/subcontracted for performance under the contract with the owner or lessee thereof, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names, as follows:

C	Name of Subcontractor, Supplier of Laborer	Type of Improvement	Contract Price	Total Prior Payment	Balance to Complete Contract Price

4. That the Contractor has not procured material from, or subcontracted with, any person other than those set forth above and owes no money for the improvement other than the sums set forth above.

- 5. Set forth above and owes no money for the improvement other than the sums set forth above.
- 6. Deponent further says that he or she makes the foregoing statement as the Contractor/Subcontractor or as the _____ of the Contractor/Subcontractor for the purpose of representing to the owner, lessee or mortgagee of the above described property and his or her agents that the above described property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth above, and except for claims of construction liens by laborers which may be provided pursuant to Section 109 of the Construction Lien Act, Act No. 497 of the Public Acts of 1980, as amended, being Section 570.1100 of the Michigan Compiled Laws.
- 7. Deponent further says that Laborer wages, fringe benefits and income tax withholdings are paid, except:

WARNING TO OWNER: AN OWNER OF THE ABOVE REFERENCED PROPERTY MAY NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING (OR LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING PURSUANT TO SECTION 109 OF THE CONSTRUCTION LIEN ACT) TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED, OR HAS DIED.

Contractor's Name: (Deponent)

By: _____

Its: _____

WARNING TO DEPONENT: A PERSON WHO, WITH INTENT TO DEFRAUD, GIVES A FALSE SWORN STATEMENT IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT, ACT. NO. 497 OF THE PUBLIC ACTS OF 1980, AS AMENDED, BEING SECTION 570.110 OF THE MICHIGAN COMPILED LAWS.

Subscribed to and sworn to before me this _____ day of _____ 20 _____

_____ Notary
 Public _____ County, Michigan
 My commission expires: _____



**GENESEE COUNTY
LANDBANK**
452 S. Saginaw, Second Floor
Flint, MI 48502
810.257.3088

FULL UNCONDITIONAL WAIVER OF LIEN

Project Location:

Parcel ID Number:

Type of Project:

Contact Person:

I/We have supplies labor/materials to:

(Name of Contractor)

to provide:

(Type of Improvement)

for the improvement of the property located at the address referenced above.

Having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Date Signed: _____ Company Name:

Signature:

Address:

Telephone:

DO NOT SIGN BLANK OR INCOMPLETE FORMS
RETAIN A COPY FOR YOUR RECORDS



**GENESEE COUNTY
LANDBANK**

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PARTIAL UNCONDITIONAL WAIVER OF LIEN

Project Location:

Parcel ID Number:

Type of Project:

Contact Person:

I/We have supplies labor/materials to:

_____ (Name of Contractor)

to provide:

_____ (Type of Improvement)

for the improvement of the property located at the address referenced above.

Having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

STATEMENT OF ACCOUNT

Contract Price	\$ _____
Extras	\$ _____
Deduct Credit	\$ _____
Previously Paid	\$ _____
Retention	\$ _____
Balance	\$ _____
This Payment	\$ _____
Balance To Become Due	\$ _____

Date Signed: _____

Company Name: _____

Signature: _____

Address: _____

Telephone: _____

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PARTIAL CONDITIONAL WAIVER OF LIEN

Project Location:

Parcel ID Number:

Type of Project:

Contact Person:

I/we have a contract with:

_____ (Name of Contractor)

to provide:

_____ (Type of Improvement)

for the improvement of the property located at the address referenced above. And by signing this waiver waive my/our construction lien to the amount of \$ _____ for labor/materials provided through _____.
(date of draw cutoff or actual payment)

This waiver, together with all previous waivers, if any, (circle one) does/does not cover all amounts due to me/us for contract improvement provided through the date shown above. This waiver is conditioned on actual payment of the amount shown above.

If improvement is provided to property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us, or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contracting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Date Signed: _____ Company Name: _____

Signature: _____

Address: _____

Telephone: _____

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