

Request for Proposal

For Demolition Services at the
Former Morton Health Clinic Site

DATE ISSUED: April 18, 2022

BIDS DUE: May 9, 2022, 4:00PM CDT

Tulsa Development Authority
175 E 2nd Street, Suite 15-218
Tulsa, OK 74103

Attention:
Nia James, Director of Real Estate and Asset Management
njames@cityoftulsa.org
918-576-5565

1. OVERVIEW

The Tulsa Development Authority (TDA) is seeking bids from qualified contractors to provide demolition services to remove two single-story structures located at 660 E. Pine Street, Tulsa, OK 74106 (Property) as identified in Exhibit A.

2. DEFINITIONS

- a. "Authority", "TDA" or "Owner" shall be the Tulsa Development Authority.
- b. "Bidder" shall mean one who submits a proposal in response to this Request for Proposal.
- c. "RFP" shall mean this Request for Proposal.
- d. "Contract" shall mean the contract agreement between Tulsa Development Authority and the successful bidder awarded the contract agreement.
- e. "Contractor" shall mean the successful bidder awarded the contract agreement.
- f. "Work" shall mean the Scope of Services outlined in this Request for Proposal.
- g. "Site" shall mean the structures identified in Exhibit A.
- h. "Notice to Proceed" shall mean a written notification, either by mail or electronic mail, from an authorized representative of Tulsa Development Authority notifying the successful bidder of the awarding and execution of the contract agreement and the authorization to commence with the performance of the Scope of Services.

3. ADDITIONAL INFORMATION

Questions concerning this RFP or the Scope of Services should be in writing and directed to Nia James at njames@cityoftulsa.org, no later than **5:00pm CDT on May 2, 2022**.

4. NOTIFICATION OF INTENT TO RESPOND

Bidders must provide written notification of their intent to respond to this RFP by **5:00pm CST, April 27, 2022** in order to ensure any additional information or addenda related to the RFP not included herein has been properly delivered to all bidders. Bidders intending to respond to this RFP must email Nia James at njames@cityoftulsa.org by the time a date listed above and provide the company name, name of person(s) to be listed as the point of contact, and the email address and phone number of the person(s) of contact.

5. ADDENDA

Any changes to this RFP or information requiring clarification will be issued in the form of a written addendum and furnished to all known respondents. Once issued, an addendum becomes a part of the RFP. It is the responsibility of each bidder to ensure that they have received all addenda prior to submitting a bid.

6. SUBMISSION

Proposals must be received no later than **4:00 p.m. CDT, May 9, 2022**. Sealed proposals containing all pages of this RFP shall be hand delivered to the location shown below. The envelope shall bear the name and complete mailing address of the Bidder and be clearly marked

“Proposal for Demolition Services for the Tulsa Development Authority”. It is the sole responsibility of the Bidder to ensure that its Proposal is delivered by the designated date and time indicated above. Proposals submitted after this deadline will not be considered. TDA reserves the right to reject any or all bids, waive technicalities, and to be the sole judge of suitability of the services for intended purposes as deemed to be in the best interest of the Authority. Delivery of proposals must be scheduled in advance by providing at least a 24-hour advance notice of the expected delivery date and time to Nia James at njames@cityoftulsa.org.

175 E 2nd Street
Tulsa, OK 74103

7. BID EVALUATION

In determining lowest responsible, responsive bidder, in addition to price, TDA will consider:

- a. The ability, capacity, and skill of the bidder to perform the services required under the contract;
- b. Whether the bidder can provide the services promptly, or within the time specified, without delay or interference;
- c. The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- d. The quality of service and level of performance of a bidder under previous contracts, if any;
- e. Previous and existing compliance by the bidder with laws and ordinances relating to the service.

In addition to the submitted proposal of this RFP, Bidders may also include within their sealed envelope a formal proposal packet that provides additional information related to their company, staff, previous experience and projects and references. This additional information should not exceed ten (10) pages.

8. AWARD OF CONTRACT

The successful bidder will be notified in writing within thirty (30) days after the receipt of bids of TDA’s intention to recommend approval of contract award to the Tulsa Development Authority Board of Commissioners. Upon notification, the successful bidder shall provide TDA with a draft of their Contract, which is to be reviewed by TDA’s legal counsel. The award will be made to the lowest responsive and responsible bidder and must be approved by the Tulsa Development Authority Board of Commissioners. The successful bidder will perform the services as specified at the stated prices, within the time specified, in accordance with all provisions of the bid documents.

9. MINORITY AND SMALL BUSINESS ENTERPRISE

The Tulsa Development Authority encourages participation by small, minority, disabled, and woman-owned businesses. It is TDA’s policy to take a good faith effort to ensure that minority business enterprises are given the opportunity to demonstrate their ability to provide TDA with goods and services at competitive prices. The successful bidder shall make a good faith effort to utilize Small Business and Minority-Owned subcontractors to perform portions of the Work and

should endeavor to exceed a utilization goal of 10%. The successful bidder shall document and report SBE utilization with payment application at the conclusion of its work.

10. WITHDRAWAL OF BIDS

A bidder may withdraw a bid only by a written request sent to Nia James at njames@cityoftulsa.org prior to the deadline of bid submissions.

11. BIDDER RESPONSIBILITY

The Bidder is responsible for verifying any and/all information provided and familiarization with the Work required prior to bidding. The Bidder is expected to have become familiar with, and take into consideration site conditions. Bidders may visit the Site during daylight hours to assess their ability to successfully perform the required Scope of Services. A plea of ignorance of the conditions that exist, or may hereafter exist, on the sites of the work, or difficulties that may be encountered in the execution of the work, as a result of failure to make necessary investigations and examinations, will not be accepted as an excuse for any failure or omission on the part of the successful bidder and to complete the work for the consideration set forth herein, or as a basis for any claim whatsoever.

12. PERMITS AND ORDINANCES

In all operations connected with the Work herein specified, all federal, state, county, and local ordinances and laws controlling or limited in any way, the action of those engaged in the Work must be respected and strictly complied with. The successful bidder is responsible and must obtain all permits, including local permits, and pay fees as required.

13. SAFETY AND HEALTH DEVICES

All equipment shall meet the requirements of the federal government and the State of Oklahoma. Equipment shall also conform to applicable standards of all national regulations.

14. CANCELLATION

The Tulsa Development Authority reserves the right to cancel all or any part of the Contract if the contractor fails to meet delivery or performance dates.

15. CONTRACTOR'S INSURANCE

a. The Contractor shall procure and shall maintain during the life of the Contract Worker's Compensation Insurance for all of their employees to be engaged in work on the project under the Contract and, in case of any such work sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees to be engaged in such work unless such employees are covered by the protection afforded by the Contractor's Worker's Compensation Insurance. In case any class of employees engaged in hazardous work on the project under the Contract is not protected under the Worker's Compensation Statute, the Contractor shall cause each subcontractor to provide adequate

employer's general liability insurance for the protection of such of his employees as are not otherwise protected.

b. Contractor's Public Liability and Property Damage Insurance and Vehicle Liability Insurance: The Contractor shall procure and shall maintain during the life of this contract Contractor's Public Liability Insurance, Contractor's Property Damage Insurance and Vehicle Liability Insurance in the following amounts: The Contractor's Liability shall be in an amount not less than \$500,000.00 for Bodily Injury, including accidental death, to any one person and an amount not less than \$1,000,000.00 on account of any one occurrence. Property damage Insurance in an amount not less than \$1,000,000.00 per occurrence and \$1,000,000.00 aggregate. Vehicular Liability of \$300,000.00 for any one person or \$500,000.00 for each occurrence.

c. Subcontractor Public Liability and Property Damage Insurance and Vehicle Liability Insurance: The Contractor shall either (a) require each of his subcontractors to procure and to maintain during the life of his subcontract, Subcontractor's Public Liability and Property Damage, and Vehicular Liability Insurance of the type and in the same amounts as specified in the preceding paragraph, or (b) insure the activities of his subcontractors in his own policy.

d. Upon notification, successful bidder, together with the draft of the Contract, shall furnish the Authority with an appropriate certificate of insurance evidencing the foregoing coverages are in full force and effect. All such insurance shall name Tulsa Development Authority as the Certificate Holder and as Additional Insureds.

16. PAYMENT

It is the desire of the Tulsa Development Authority to pay promptly. It is the vendor's responsibility to submit invoices directly to Nia James at njames@cityoftulsa.org. At a minimum, invoices shall include: (1) name, address, and telephone number of the Contractor and similar information in the event payment is made to a different address, (2) accurate description and date of services rendered, (3) applicable unit prices, total prices, and total invoice amount, and (4) any additional payment information called for by the Contract. Invoices exceeding the limits established by the Contract for materials or services not qualifying under its specifications as ordered are not subject to payment.

17. EXECUTION

In compliance with this Request for Proposals, and to all the terms and conditions imposed herein, the undersigned offers and agrees to furnish and deliver the goods and services described in accordance with the attached signed proposal. By executing this bid, I certify that this bid is submitted competitively and without collusion.

Company Name: _____

Name of Authorized Person: _____

Address: _____

Phone: _____

By checking this box, I acknowledge that I have read and accept the terms and conditions associated with this Request for Proposal. Offer is valid for 45 days from date of bid opening unless otherwise stated.

Signature: _____

Date: _____

SCOPE OF SERVICES

PART 1: GENERAL

The Contractor shall obtain and provide all permits, labor, expertise, equipment, machines and tools necessary to perform the demolition services at the work site identified on Exhibit A.

The work site will be identified by the street address of the primary structure located at the site and also by the Tax Identification Number of the property. However, Bidder must make note that only the two northern structures require demolition.

The Contractor shall verify the utility services have been disconnected prior to accomplishing the physical disconnections and any capping or terminations necessary to proceed with demolition.

The pricing submitted for the subject work shall be all inclusive.

PART 2: MOBILIZATION

The Contractor shall be capable of mobilizing their equipment and crews within ten (10) calendar days of the receipt of Notice to Proceed. The Contractor shall work expeditiously to obtain permits and proceed with the work as required.

PART 3: SCOPE OF WORK

The scope of work includes, but is not limited to: demolition of the specified structures located on the Property and removal and disposal of concrete pads, sidewalk, trash, waste, rubbish, rocks, debris, etc. The finished surface shall be reasonably smooth compacted and free from irregular surface changes.

Demolition will include the cost of "final disposal" of debris in a manner that complies with all local, state and federal guidelines, and codes. Concrete pads, slabs or sidewalks will be removed and disposed of properly. In addition to the general requirements, the following conditions shall also be required:

- a. The Contractor is responsible for demolishing the specific structures and removing the resulting debris. Remove structural framing members and lower to ground by utilizing a method suitable to avoid free fall and to prevent ground impact or dust generation. Where work is adjacent to street, the Contractor shall conduct the Work in a manner that will avoid the accumulation of debris from its operations on the traffic areas of the adjacent streets or roadways. Contractor shall continuously remove such accumulations and where necessary broom or wet down traffic areas to prevent dust.

- b. All demolition debris shall become the property of the Contractor. It shall be the Contractor's responsibility to remove and dispose of, from the site, all materials in accordance with federal, state and local guidelines, ordinances and codes.
- c. The Contractor is responsible for collecting and transporting debris. All truck hauling must comply with State Department of Transportation regulations. After being loaded in the work area, trucks shall have their loads trimmed so that no debris extends horizontally beyond the bed in any direction.
- d. The Contractor shall remove all HVAC units following EPA guidelines for the proper disposal of refrigerants.
- e. Completely remove below-grade construction, including foundation walls, footings, driveways, and walkways.
- f. The Contractor shall contact an underground utilities locator, at its expense, prior to commencing any demolition services. Any existing or abandoned utilities on the site shall be removed and capped to the limits of the site. These service lines shall be fully removed to the extent possible.
- g. All relevant street side appurtenance including fire hydrants and street signs shall be left undamaged during demolition and debris removal. Damaged, disconnected and/or out-of-place street side appurtenance, such as fire hydrants, manhole covers and street signs shall not be collected, unless otherwise directed by TDA representative. Locations of previously damaged appurtenance shall be reported to TDA representative prior to beginning Work.
- h. Hazardous or toxic waste must be disposed of in accordance with federal and state laws and local ordinances. The Contractor is to notify TDA representative immediately of any situation which may cause a health or safety risk to the public.
- i. The use of burning at the project site for the disposal of refuse and debris will not be permitted. The use of explosives will not be permitted.
- j. Tree clearance/removal is not a part of this project. If a tree has to be removed in order for the Contractor to proceed or complete the demolition process, all costs associated with the tree removal will be the sole responsibility of the Contractor.

PART 4: TIME FOR COMPLETION

All work shall be completed within forty-five (45) calendar days from the receipt of the Notice to Proceed. It is hereby understood and mutually agreed by and between the Contractor and Owner, that the date of beginning, rate of progress, and the time for completion of the work to be done hereunder are essential conditions of the contract; and it is further mutually understood and agreed that the work embraced in this contract shall be commenced on a date to be specified in the Notice to Proceed with the work.

BID FORM- PAGE 1

The undersigned, as Bidder, hereby declares that the only person, or persons, interested in this Bid as principal(s) is, or are, named herein; that no other persons have any interest in the Bid or in the Contract to be entered into; that this Bid is made without connection with any person, company, or parties making a bid; and that it is in all respects fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the Site of this Work and informed himself/herself fully in regard to all conditions pertaining to the places where the work is to be done, and that he/she has examined the Specifications for the Work and the contractual documents relative thereto, and that he/she has satisfied himself as to the work to be performed.

The Bidder further proposes and agrees, if this bid is accepted, to contract with TDA, and to furnish all materials, equipment, tools, apparatus, means of transportation, insurance, permits, fees, (to include tipping fees), and labor necessary thereto, and complete the performance in full and in accordance with the Specifications in the amounts listed below:

ITEM	DESCRIPTION	QUANTITY	PRICE
1	Demolition of two single-story structures located at 660 N. Pine Street, Tulsa, OK 74106 Tax Parcel ID 11825-02-25-06139	1	\$
TOTAL PROJECT COST			\$

The prices submitted above consist of complete removal of structures, foundations, footings, walkways and HVAC units. Total cost includes mobilization, demobilization and grading.

BID FORM – Page 2

PROPOSED SUB-CONTRACTORS

Name: _____ Address: _____ Type/Extent of Work: _____

SUBMITTED BY:

Company Name: _____

Name of Authorized Personnel: _____

Address: _____

Telephone: _____

Signature of Authorized Personnel:

Date:

**EXHIBIT A
PROPERTY AND SITE LOCATION**

**660 E. Pine Street
Tax Parcel # 11825-02-25-06139**

