



CITY OF HOSCHTON, GEORGIA

**REQUEST FOR BID
RFB #2025-001**

**DEMOLITION AND DISPOSAL:
153 MULBERRY STREET
HOSCHTON, GA 30548**

For all questions about this BID contact:

JENNIFER KIDD-HARRISON, CITY MANAGER/CLERK
(706) 654-3034 PHONE
(706) 654-9834 FAX
jkidd@cityofhoschton.com

Deadline:
Tuesday, February 25, 2025

1.0 INTRODUCTION

The Request For Bid is intended to provide interested vendors with sufficient information to guide them through the development of their proposed bid to protect the adjoining structures and all necessary demolition and disposal of the structure at the existing house located at, 153 Mulberry Street Hoschton, GA 30548.

In responding to this bid, it is important that all vendors follow the prescribed format so that each vendor will be providing comparable data to that submitted by other vendors and thus be assured of fair and objective treatment in the City's review and evaluation process.

1.2 Schedule of Events

This Request for Bid will be governed by the following schedule:

DATES

Release of Bid	Friday, January 17, 2025
Deadline for written questions	Monday, February 17, 2025
Answers to written questions	Thursday, February 20, 2025
Proposals due	Tuesday, February 25, 2025 @ 2:00 PM
Site Visits	Appointments Only

1.3 Restrictions on Communications with Staff

All questions about this bid must be submitted in the following format:

Company Name

1. Question

Citation of relevant section of the bid

Questions must be in writing to the City Manager:

Address: Jennifer Kidd-Harrison
City Manager/Clerk
City of Hoschton
61 City Square
Hoschton, GA 30548

E-mail: jkidd@cityofhoschton.com

Phone: (706) 654-3034

No questions other than written will be accepted. No response other than written will be binding upon the City of Hoschton. Questions will be combined into one list of

questions and responses and will be sent to all vendors who have received the bid document.

2.0 COMPANY BACKGROUND & EXPERIENCE

2.1 Experience

The vendor will provide a list of all clients for whom similar services, as detailed in this bid, have been provided during the past 5 years. The list must include:

Dates of service

Name of contact person

Title of contact person

Phone number of contact person

The vendor will also disclose any services terminated by the client(s) and the reason(s) for termination.

Failure to provide this information will disqualify the bid submission.

3.0 BID

3.1 Packaging of Bid

Submissions must be by the following method:

Hard copies in a sealed package containing two (2) signed copies. The sealed package must be labeled as follows:

(Vendor Name)

(Vendor Full Address)

BID #RFB 2025-001

DEMOLITION AND DISPOSAL

Vendor response to this bid must consist of the following documents:

- Bid Sheet
- Bid Response Signature Page
- Letters from three (3) references **or** list of three references.
- E-Verify Form [Contractor Affidavit under O.C.G.A. 13-10-91(b)(1)]

3.2 Submission of Bid

The original and one (1) copy of the bid response must be delivered no later than **2:00 PM on Tuesday, February 25, 2025.**

Proposals must be submitted to:

**City of Hoschton
61 City Square
Hoschton, GA 30548
Attention: Mrs. Jennifer Kidd-Harrison, City Manager**

Any proposal received after the due date and time will not be evaluated.

NOTE: OUTSIDE OF ALL ENVELOPES MUST BE CLEARLY MARKED. (IF YOU SEND FED-EX OR UPS, THE OUTSIDE OF THAT ENVELOPE NEEDS TO HAVE THE BID NUMBER LISTED ON IT.)

3.3 Rejection of Bid/Cancellation of Bid

The City of Hoschton reserves the right to reject any or all bids, to waive any irregularity or informality in a bid, and to accept or reject any item or combination of items, when to do so would be to the advantage of the City. It is also within the right of the City to reject bids that do not contain all elements and information requested in this document. The City reserves the right to cancel this bid at any time.

4.0 TERMS AND CONDITIONS

4.1 Bid Amendments

The City of Hoschton reserves the right to amend this bid prior to the proposal due date. All amendments and additional information will be sent to all vendors who have received the bid document.

4.2 Bid Withdrawal

A submitted proposal may be withdrawn prior to the due date by a written request to the Purchasing Coordinator. A request to withdraw a proposal must be signed by an authorized individual.

4.3 Bid Costs

The cost for developing the bid or the submission of the bid is the sole responsibility of the vendor. The City of Hoschton will not provide reimbursement for such costs.

4.4 Responsibilities of Prime Contractor

The successful vendor will be considered as the prime contractor and will be required to assume total responsibility of services offered in the proposal whether or not the company is the manufacturer, producer, value added reseller, author, or supplier of the items. The City of Hoschton will consider the successful vendor to be the sole point of contact with regard to all contractual matters, including performance or service unless otherwise stated.

Prior to final selection, vendors may be required to submit additional information that the City of Hoschton may deem necessary to determine the vendor's qualifications.

4.5 Firm Price

Prices offered by the vendors will be firm and not subject to increase during the term of any contractual agreement arising between the City of Hoschton and the successful vendor as a result of this bid.

4.6 Execution of Contract

Upon the acceptance of a bid response, a contract needs to be submitted to the City of Hoschton for the mayor's signature. In the event that the successful vendor fails, neglects or refuses to execute the contract within ten (10) days after the mailing of the signed contract, the City of Hoschton may at its option terminate and cancel its action in awarding the contract and the contract shall become null and void and of no effect. Incorporated by reference into the contract, which is to be entered into by the City of Hoschton and the successful vendor pursuant to this bid, will be all of the information presented in or with this bid and the vendor's response thereto, and all written communications between the City of Hoschton, its agents, and the successful vendor whose bid response is accepted.

4.7 Exemption from Federal Excise & Sales Tax

The City of Hoschton is exempt from federal excise tax and sales tax. price as shown in the cost proposal shall be exclusive of such taxes.

4.8 Statement of Time

Time, when stated as a number of days, shall include Saturdays, Sundays, and legal holidays.

4.10 Conflict of Interest

If a vendor has any existing client relationship that involves the City of Hoschton, the vendor must disclose each relationship.

5.0 SPECIFICATIONS OR SCOPE OF WORK

This contract is for the stabilization of adjoining facilities and all necessary demolition and disposal of the house at the property referenced. Contractor shall be responsible for disposal of all building materials from the site. Disposal of all material shall be in accordance with all Federal, State and Local regulations as applicable. Sufficient fill dirt shall be imported to the site to provide a smooth transition within the site and adjoining areas. Once the fill dirt has been completed, it shall be seeded and mulched.

Current Occupational Tax Certificate issued by City of Hoschton will be required of the successful bidder.

Insurance requirements: To ensure adequate protection and compliance, the successful bidder must submit certificates of insurance demonstrating the following minimum coverage requirements:

1. Workers Compensation and Employers Liability Insurance
Coverage as required by Georgia State law, including:
 - Employees' liability:
 - i. \$100,000 per accident
 - ii. \$100,000 disease per employee
 - iii. \$500,000 disease policy limit
2. Comprehensive General Liability Insurance
Coverage must include the following
 - General Aggregate: Minimum limit of \$2,000,000
 - Property Damage: Coverage for existing structures and equipment
 - Directional Operations: Including underground, explosion, and collapse hazards
 - Independent Contractors: Coverage required
 - Completed Operations/Products:
 - Maintained for at least 12 months after substantial completion
 - Minimum limit of \$1,000,000
 - Contractual Liability: Blanket or specific coverage for the indemnification agreement as outlined in the General Conditions:

- Minimum limit of \$2,000,000 per occurrence for bodily injury (each person, each accident) and property damage (each accident)
 - Annual aggregate of \$2,000,000
 - Personal and Advertising Injury Liability: Minimum of \$1,000,000
 - Broad Form Property Damage Coverage
 - Care, Custody, and Control Coverage
 - Minimum limit of \$1,000,000 per occurrence for combined bodily injury and property damage liability
3. Owners Protection Liability Insurance
Coverage in the name of the OWNER, including interests of the Consulting Engineers, other agencies, and required utilities as additional insureds.
- Policy Limits:
 - i. \$100,000 per occurrence for bodily injury liability
 - ii. Underlying liability coverage of \$1,000,000
 - iii. Excess liability coverage of \$1,000,000
 - Submission Requirement: Original policies must be delivered to the OWNER before the start of construction.
4. Comprehensive Automobile Liability
Coverage for owned, hired, and non-owned vehicles:
- Minimum limits:
 - \$1,000,000 per occurrence for bodily injury liability
 - \$1,000,000 per occurrence for property damage liability
 - Underlying coverage must equal \$1,000,000
 - Excess umbrella coverage must equal \$1,000,000
5. The following entities must be listed as additional insureds:
- City of Hoschton, Georgia
 - Engineering Management, Inc.

Please ensure that all coverage requirements are met and documented as specified above.

E-Verify Form [Contractor Affidavit under O.C.G.A. 13-10-91(b)(1)] required from Successful Bidder.

5.1 Asbestos and Lead paint survey of the premises by Sailors Engineering Associates consisting of twenty-two pages is attached.

BID SHEET

**RFB#2025-001
DEMOLITION AND DISPOSAL**

	PRICE
1.) Demolition & Disposal	\$
2.) Fill dirt & grading	\$
3.) Seeding & mulch	\$
GRAND TOTAL IN WORDS:	\$ Total:

****No individual total needed/Only grand total for all locations will be considered.**

******* PLEASE PRINT OR TYPE *******

COMPANY NAME : _____

COMPANY CONTACT PERSON :

MAILING ADDRESS:

TELEPHONE # :

FAX # :

EMAIL :

SIGNATURE

TITLE

BID RESPONSE SIGNATURE PAGE

If the Vendor is: **A SOLE OWNER OR PARTNERSHIP** (Please Indicate Which):
Execute this part of the Bid:

DATE:

(Signature of Owner or Partner)

(Business Name or Bidder)

(Print Name and Title)

(Address)

(City)

(State)

(Zip)

(Telephone Number)

If the Vendor is: **A CORPORATION** execute this part of the Bid. If not executed by the Corporation (i.e., required signatures as seen below and Corporate Seal affixed), a certified Corporate Resolution authorizing the form of execution used must be attached to and made part of this Bid Response.

DATE:

(Corporate or Business Name of Bidder)

(Address)

(City)

(State)

(Zip)

(Telephone Number)

(Signature of President or Vice-Pres.)

(Signature of Secretary, Asst. Sec.,
Treasurer or Asst. Treasurer)

(Print Name and Title)

(Print Name and Title)

CORPORATE SEAL

Georgia Security & Immigration Compliance (GSIC) Act
CONTRACTOR AFFIDAVIT AND AGREEMENT

The City of Hoschton and Contractor agree that compliance with the requirements of O.C.G.A. §13-10-91 and Rule 300-10-1-.02 of the Rules of the Georgia Department of Labor are conditions of this Agreement for the physical performance of services.

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. §13-10-91, *stating affirmatively that the individual, firm, or corporation which is contracting with the City of Hoschton has registered with and is participating the federal work authorization program known as "E-Verify", web address <https://e-verify.uscis.gov/enroll/>* operated by the United States Citizenship and Immigration Services Bureau of the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], *in accordance with the applicability provisions and deadlines established in O.C.G.A. §13-10-91.* The undersigned Contractor also verifies that he/she/it is using and will continue to use the federal work authorization program throughout the contract period.

The undersigned Contractor agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to the contract with the City of Hoschton, Contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. §13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees the Contractor will advise the City of Hoschton of the hiring a new subcontractor and will provide the City of Hoschton with a Subcontractor Affidavit attesting to the Subcontractor's name, address, user identification number, and date of authorization to use the Federal Work Authorization Program within five (5) days of the hiring before the Subcontractor begins working on the Project. Contractor also agrees to maintain all records of such compliance for inspection by the City of Hoschton at any time and to provide a copy of each such verification to the City of Hoschton at the time the subcontractor(s) is retained to perform such services.

E-Verify Employment Eligibility Verification User Identification Number

Date of Authorization to Use Federal Work Authorization Program

NAME OF CONTRACTOR

Title of Authorized Officer or Agent of Contractor

Signature and Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 20____

Notary Public

My Commission Expires:

** As of the effective date of O.C.G.A. §13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA). Authority O.C.G.A. Sec. §13-10-91. **History.** Original Rule entitled "Contractor Affidavit and Agreement" adopted. F. May 25, 2007; eff. June 18, 2007, as specified by the Agency.*