

CITY OF EVANSVILLE
Department of Metropolitan Development
Blight Elimination Program

ADDENDUM NUMBER 1

Date: November 7, 2018

Project Number: BEP-18-1101

Project Work: Removal of Unsafe Structures Property Demolition

Owner: City of Evansville

To: Prospective Bidders

- 1.01 This Addendum forms a part of the Contract Documents and modifies the Bid Documents with amendments and additions noted below.
- 1.02 Acknowledge receipt of this Addendum in the space provided in the Bid Form Part 4 (BID-4). Failure to do so may disqualify the Bidder.
- 1.03 This Addendum consists of this Cover Page and the following pages, which are listed as follows:

Item #1: Instruction to Bidders - Clarifications (Items #1.01 - #1.06)

Item #2: Pre-Bid Meeting Minute Notes (Items #2.01 - #2.14)

Item #3: Questions/ Answers (Items #3.01 - #3.09)

Item #4: Technical Specifications Clarifications (Items #4.01-#4.04)

Item #5: Sample Demolition Observation Procedures (Items #5.01 – #5.03)

Item #6: Open-hole Inspection Requirements (Items #6.01 – #6.03)

Item #7: Asbestos Summary Report

Item #8: Pre-Bid Sign-in Sheet

Item #9: [IHCDA Notice 18-101](#)

Item #10: [IHCDA Notice 18-102 \(Open Hole Inspection Requirement\)](#)

Item #11: [IHCDA Notice 18-106 \(Amendment to Notice 18-101\)](#)

Item #12: [IHCDA Notice 18-107 \(Certification of Clean Fill Material\)](#)

ITEM #1: INSTRUCTION TO BIDDERS - CLARIFICATIONS

- 1.01 Asbestos reports have been issued for all properties listed within the bid package and a summary report is attached to this addendum.
- 1.02 Asbestos testing reports and summary have been added to the City website.
- 1.03 BLN pre-demolition surveys have been issued for all properties listed within the bid package and are in the Bid Package and on the City website.

- 1.04 Chosen Contractor shall provide demolition plan or schedule within 3 days after Notice to Proceed has been issued.
- 1.05 Written verification from utilities that services have been shut off will be provided to the selected Contractor along with the Notice to Proceed.
- 1.06 Contractor will be required to complete demolition of all structures within 60 days of final Notice to Proceed.

ITEM #2: PRE-BID MEETING MINUTE NOTES

- 2.01 General Timeline of the Bid was discussed to have the following information for timely submission practices:
 - Deadline for Bidder's Questions 11/05/18
 - Bids Due and Public Bid Opening on 11/08/18 at 1:30 pm in Room 301 of the Civic Center
- 2.02 Prospective Bidders were instructed that they would be required to contact Talmadge Vick (M/WBE Oversight), as he was unable to attend. Phone Number: 812-492-4400
- 2.03 All Bidders have a deadline to meet with Talmadge Vick at least three business days prior to due date for bid submissions to discuss M/WBE utilization and to provide Forms A, B and possibly E (BID-5 through BID-7) otherwise bid submission will be deemed "Non-Responsive".
- 2.04 Before bid due date, all Bidders are strongly encouraged to carefully and thoroughly examine all sites of the proposed work.
- 2.05 The IDEM Notification Form was discussed and must be submitted to IDEM with a copy to Owner 10 days prior to start of demolition.
- 2.06 (810 Taylor Ave) House is a two-story brick and wood frame with partial vinyl siding and full basement. Interior is littered with debris. There is a garage in rear that is also to be removed. Concrete porch, steps, lead walk, and driveway are to be removed. No asbestos-containing materials identified.
- 2.07 (204 S Bedford Ave) House is a two-story wood frame with vinyl siding over wood with basement. Inside of house has been used for storage for other home demolitions and is littered with debris. Basement was not accessible. House contains several compressed cylinders and buckets of construction material. There is a concrete lead walk with steps in front and a garage foundation in back to be removed. No asbestos-containing materials identified.
- 2.08 (714 Line St) House is a two-story wood frame with vinyl siding over asphalt shingles with basement. Interior is completely packed with trash and debris and basement was not accessible. No asbestos-containing materials were identified.
- 2.09 (442 S Linwood Ave) House is a single-story wood frame with vinyl siding over a crawl space. Debris and furniture on the interior. Concrete stoops, concrete patio, concrete slab in back, and some chain link fence to remove. No asbestos-containing materials were identified.

- 2.10 (602 E Blackford Ave) House is a large two-story wood frame with vinyl siding and basement. Interior has been converted into two apartments and is littered with furniture and debris. Structure has wood porch with concrete steps and walks. Asbestos-containing materials were identified.
- 2.11 (1126 Jefferson Ave) House is a single-story wood frame with aluminum siding and full block basement. Concrete porch with stair and lead walks, concrete patio and large block garage in rear for removal. Asbestos-containing materials were identified.
- 2.12 (209 S Grand Ave) House is a two-story brick structure with a full basement. Interior filled with debris and a block garage and metal shed in rear to be removed. Concrete porches, walks, steps, and drive for removal, as well. Asbestos-containing materials were identified.
- 2.13 (432 S Evans Ave) House is a two-story wood frame with aluminum siding over asphalt shingles with a cellar. Interior full of trash and debris. Concrete porches, walks, and a metal shed on a concrete slab in rear for removal. Basement has concrete floors with possible cistern underneath. Asbestos-containing materials were identified.
- 2.14 (765 E Cherry) House is a one-story brick and wood frame with a crawl space. Interior is filled with furniture and debris. Block garage in rear for removal, as well as concrete porch and brick sidewalks. No asbestos-containing materials were identified.

ITEM #3: Question and Answer:

- 3.01 Q. – Is the 60 day deadline to finish demolitions for both the sample and the rest of the properties, combined?
A. – No, 60 days for each Notice to Proceed, which is separate for the sample demolition and the rest of the properties.
- 3.02 Q. – Is ‘safe removal’ of mattresses required?
A. – Yes. Mattresses are included in the BLN report for safe removal.
- 3.03 Q. – Are all trees to be cleared?
A. – No. All trees 6-inch in diameter or larger stay, unless they are diseased.
- 3.04 Q. – Anything to remain: garages, fences?
A. – All concrete pads, garages, and outbuildings are to be removed. Fences, front and back get removed; adjoining fences stay.
- 3.05 Q. – Are cisterns part of the remediation allowance?
A. – Yes.
- 3.06 Q. – All foundations and basements get fully removed?
A. – Yes.
- 3.07 Q. – Is it required that the sewers be capped with cement, or can we use the standards that EWSU generally requires for Evansville Land Bank Corp?
A. – With proper approval, it can be added to the addendum. **(See Item #4.04 of the Technical Specifications Clarifications)**

- 3.08 Q. – If a contractor has their own landfill that has no scales and doesn't make disposal tickets, can they still use their landfill but put the information on their letterhead?
A. – Yes, with proper documentation.
- 3.09 Q. – Was the Pre-Bid Meeting mandatory?
A. – No.
- 3.10 Q. – On page TS-8, section 9.4, what does “approved sources” refer to?
A. – If the contractor is not getting material from a commercial site, then the off-site source will have to be approved prior to use. This would include where there material is coming from along with testing results that the material is contaminate free and meeting the specifications.

ITEM #4: TECHNICAL SPECIFICATION CLARIFICATIONS

- 4.01 Page TS-2 Section 1.9 Contractor shall submit to the Owner a Visual Observation Report prior to the start of demolition verifying all identified Asbestos Containing Material (made friable under force of demolition) has been abated per governing requirements.
- 4.02 Page TS-2 Section 1.13 Clean fill certification letter or a material testing report shall be obtained by the Contractor from each fill source or testing facility, written on the company's Letterhead, and stating (a) material is clean and free of contaminants and all deleterious substances and (b) Material conforms to ASTM D2487 Group Symbol SP.
- 4.03 Page TS-3 Section 2 Rodent Abatement. Contractor shall conduct one (1) follow up visit to each property to rebait the stations and inspect for activity. Following abatement, Contractor will conduct one final visit prior to demolition of the property to collect baiting materials from each location.
- 4.01 Page TS-7 Section 5.2, Sewer Capping. **The Following are requirements that Evansville Water & Sewer Utility (EWSU) has put in place due to the US EPA mandate regarding the combined sewer overflow issues. The lateral now must be capped within 5 feet +/- of the property line. EWSU will no longer accept a bag of concrete on the lateral as a plug.**
The requirements are:
- David Hayes (812-602-7109) shall be notified to document the excavation and capping of the lateral.
 - Pictures and dimensions will be taken before backfill by David Hayes.
 - Fernco cap on clay tie laterals / PVC glued cap on PVC pipe laterals. Fernco caps will be allowed on PVC.
 - Crushed stone installed around and 6” minimum over the top of the lateral cap.

ITEM #5: SAMPLE DEMOLITION OBSERVATION PROCEDURES

- 5.01 Effective as of April 16, 2018 a Sample Demolition of at least one (1) property must be completed. Sample Demolition allows IHCDCA to ensure proper oversight of demolition and greening activities.
- 5.02 As a requirement of [IHCDCA Notice 18-101](#), a pre-demolition meeting will be held on November 19th at 10:30 A.M. local time at Evansville Central Public Library, Browning Room B located at 200 SE Martin Luther King Jr. Blvd. Evansville, IN to review the BEP Technical Specifications in depth and schedule the Sample Demolition in conjunction with the Contractor, IHCDCA and BLN.

- 5.03 IHCDA and/or BLN must be present for each Sample Demolition. BLN will issue a report to IHCDA concerning the demolition process and any observed deficiencies. Demolition of other BEP structures within this bid package is not permitted during the Sample Demolition Observation without approval from BLN and/or IHCDA. Upon issuance of Final Sample Demolition Report from BLN and written permission to proceed from IHCDA, a final notice to proceed will be issued to the chosen Contractor on the remaining structures in this Bid Package. All Contractors are strongly encouraged to review IHCDA Notice 18-101.

ITEM #6: OPEN-HOLE INSPECTION REQUIREMENT

- 6.01 Per [IHCDA Notice 18-102](#), an open-hole inspection is a new requirement for each and every demolition. Contractors are strongly encouraged to review Notice 18-102.
- 6.02 An open-hole inspection must be completed to verify that all debris, pulverized building material, and any other concrete improvements have been removed from the footprint of the demolition. Contractor must notify Owner when open-hole is cleared of debris and ready for inspection. Owner's Inspector must visually observe and verify the open-hole prior to placement and compaction of clean backfill.
- 6.03 Owner's Inspector will schedule an inspection at the time of greening to verify all tasks have been completed prior to Contractor's submission of invoice.

CES Job #	Address	Street	Regulated ACM (RACM) To Be Removed (LINFT)	Regulated ACM (RACM) To Be Removed (SQFT)	Non-Friable Asbestos Material To Be Removed (SQFT) Category I	Non-Friable Asbestos Material To Be Removed (SQFT) Category II	Non-Friable Asbestos Material Not To Be Removed (SQFT) Category I	Non-Friable Asbestos Material Not To Be Removed (SQFT) Category II	Removal Location	Material to Be Removed
118-2017	810	Taylor Ave	0.0	0.00	0.0	0.0	2,685.8	0.0	NA	NA
118-2018	204	S. Bedford Ave	0.0	0.00	0.0	0.0	1,271.3	0.0	NA	NA
118-2019	714	Line St	0.0	0.00	0.0	0.0	3,822.0	0.0	NA	NA
118-2020	442	S. Linwood Ave	0.0	0.00	0.0	0.0	1,421.7	0.0	NA	NA
118-2021	602	E. Blackford Ave	0.0	43.63	0.0	0.0	2,114.0	0.0	Basement	Duct Wrap
118-2022	209	S. Grand Ave	0.0	26.18	0.0	2,600.0	1,514.8	0.0	Living Room & Basement, Exterior Under Brick	Duct Wrap, Transite Siding
118-2023	1126	Jefferson Ave	0.0	9.68	0.0	0.0	2,177.5	0.0	Basement & Kitchen	Duct Wrap/Tape
118-2024	432	S. Evans Ave	0.0	1.40	0.0	0.0	1,949.5	0.0	Basement	Duct Wrap
118-2025	765	E. Cherry St	0.0	0.00	0.0	0.0	1,914.0	0.0	NA	NA

To: All BEP Recipients
From: Department of Asset Preservation
Date: March 22, 2018
Re: Bidding, Demolition, & Sample Demolition Observation Procedures

On January 12, 2015, IHCDA released BEP Notice 14-34: Blight Elimination Program – Sample Set. The Sample Demolition allows IHCDA & Beam, Longest, & Neff (BLN) to observe the Recipient’s demolition and greening processes. Previously, Recipients were required to complete a Sample Demolition for the first demolition activity in each Award, or by request of IHCDA.

Amended Pre-Bid & Sample Demolition Procedures

Effective April 16, 2018, all Recipients must complete a Sample Demolition of at least one (1) property contained in **each and every awarded bid package**. IHCDA reserves the right to require a Sample Demolition Observation of additional structures in all bid packages.

The Sample Demolition allows IHCDA to ensure proper oversight of demolition & greening activities, and also serves as a tool for Recipients to continue such oversight functions post-Sample Demolition. Per Section 5 of the BEP Recipient & Program Partner Agreement (“Agreement”), Recipients are obligated to oversee and monitor demolition and greening activities for each and every property demolished in the BEP.

Recipients are strongly encouraged to hold a pre-bid meeting with BLN and/or IHCDA staff prior to accepting bids for demolition in order to review the bid requirements and BEP Technical Specifications with potential bidders. Recipients are also **required** to hold a pre-demolition meeting with the winning Contractor(s), IHCDA, and BLN to review the BEP Technical Specifications in depth and schedule the Sample Demolition.

Pre-Bid Meetings, Pre-Demolition Meetings, and Sample Demolitions must be scheduled in conjunction with IHCDA and BLN. Recipients must give IHCDA and BLN at least two (2) weeks’ notice to ensure that a staff member from each agency is able to attend (see BEP Notice 17-94). All Recipients are required to submit their bid package for review to IHCDA and BLN. Bid packages may be emailed to Guy Della Valle at BLN (gdellavalle@b-l-n.com) and Rayanna Binder (rbinder@ihcda.in.gov). Recipients may not release a bid package without written confirmation of review and approval of the package (see BEP Notice 17-82).

IHCDA and/or BLN must be present for each Sample Demolition. BLN will issue a report to IHCDA concerning the Recipient’s demolition process and any observed deficiencies. The demolition of other BEP structures within the respective bid package is not permitted during the Sample Demolition Observation without approval from BLN and/or IHCDA. Upon issuance of the Final Sample Demolition Report from BLN and written permission to proceed from IHCDA, the Recipient may issue Notice to Proceed on any remaining structure(s) **in the Bid Package**.

It is the responsibility of the Recipient to ensure that Contractor(s) adhere to the BEP Technical Specifications throughout the entirety of their BEP Project. A Recipient’s failure to properly monitor Contractor activities may result in a breach of the BEP Program Agreement. A breach of the Agreement may result in the termination of the Recipient’s BEP Award(s). IHCDA further reserves the right to utilize any/all additional remedies available under the terms of the Agreement.



To: All BEP Recipients
From: Department of Asset Preservation
Date: March 21, 2018
Re: Amended Greening Form & Open-Hole Inspections Requirement

In an effort to conform to the recommendations of the Special Inspector General for the Troubled Asset Relief Program (SIGTARP), IHCDA is implementing an open-hole inspection requirement for each and every demolition. An open-hole inspection must be completed to verify that all debris, pulverized building material, and/or any other concrete improvements have been removed from the footprint of the demolition.

Recipients **must** utilize the new Greening Claims Form identified as “*Form Approved for Use April 16, 2018*” AND complete an open-hole inspection **for each and every property demolished on or after April 16, 2018**. Any greening claim submitted on or after April 16, 2018 must include the following documentation:

1. A completed BEP Greening Claims Form – “*Approved for Use April 16, 2018*”
2. An invoice for greening services
3. One (1) photo of the property prior to demolition AND two (2) photos of the property post-demolition
4. A copy of the clean fill and topsoil certification letter(s)

IHCDA has amended the BEP Greening Claims Form to include an open-hole inspection verification. A space for the Recipient to provide the source/provider for the fill material has also been added in order to comply with the requirements set forth in BEP Notice 18-99: Required Backfill Certification.

Recipients **must** discontinue use of any and all previous versions of the BEP Greening Claims Forms. Failure to complete the open-hole inspection and use the new BEP Greening Claims Form will result in an automatic denial of a greening claim.



To: BEP Recipients (All Divisions)
From: Asset Preservation Department
Date: September 4, 2018
Re: Amendment to BEP Notice 18-101: Bidding, Demolition, & Sample Demolition Observation Procedures

On March 22, 2018, IHCD released BEP Notice 18-101: Bidding, Demolition, & Sample Demolition Observation Procedures. Notice 18-101 established new procedures related to bidding, Pre-Bid and Pre-Demolition meetings, and Sample Demolitions/Sample Demolition Observations. This Notice hereby amends the procedures and practices related to Pre-Bid meetings and Sample Demolition Observations as outlined in BEP Notice 18-101.

Pre-Bid Meetings

Effectively immediately, IHCD is no longer requiring that Recipients conduct a Pre-Bid meeting prior to the acceptance of bids for demolition. Pre-Bid meetings are encouraged and Recipients may still schedule and conduct these meetings as they deem necessary. Recipients may request either IHCD or BLN attend.

Recipients wishing for IHCD and/or BLN to participate should still adhere to scheduling practices set forth BEP Notices 17-94 and 18-101.

Sample Demolitions/Sample Demolition Observations

IHCD will no longer require a Sample Demolition Observation for Contractors that have successfully completed a Sample Demolition. The requirement for conducting a Sample Demolition Observation for each and every bid package is hereby repealed.

Effectively immediately, IHCD will only require that a Recipient/Contractor undergo a Sample Demolition Observation if one (1) or more of the following conditions is applicable:

1. The Recipient has awarded a contract for demolition to a Contractor who has not previously completed a BEP demolition or undergone a Sample Demolition previously;
2. The Recipient has awarded a contract for demolition to a Contractor who previously underwent a Sample Demolition Observation in which BLN and/or IHCD observed violations of the BEP Technical Specifications
3. BLN and/or IHCD have observed potential violations of the BEP technical specifications during a greened property site check, post-demolition; and/or,
4. The Recipient requests that a sample demolition be conducted **and** BEP Staff approve the request.

Bid Package Review

IHCD has not modified or repealed any prior procedures and practices related to bid package review. All Recipients must continue to submit bid packages for review to BLN and IHCD prior to letting a bid package. Recipients should still adhere to the practices set forth BEP Notices 17-82 and 18-101.

Pre-Demolition Meetings

IHCD has not modified or repealed any prior procedures and practices related to Pre-Demolition Meetings. Pre-demolition meetings are required for each and every bid package. IHCD and/or BLN must attend each and every Pre-Demolition Meeting, either in-person or by phone. Recipients should still adhere to scheduling practices set forth BEP Notices 17-94 and 18-101.



To: BEP Recipients (All Divisions)
From: Asset Preservation Department
Date: September 17, 2018
Re: Amendment to BEP Notice 18-99: Certification of Clean Fill Material

On January 29, 2018, IHCD previously issued BEP Notice 18-99: Certification of Clean Fill Material on BEP Properties. This Notice required that all Recipients upload clean topsoil/backfill certification letters with each and every greening claim. BEP Notice 18-99 also reiterated the fill material requirements as set forth in the BEP Technical Specifications and specified what information must be present in the fill material certification letters.

BEP Notice 18-107 hereby amends the procedures and protocols related to the certification of fill materials used in BEP demolitions.

Effective immediately, all BEP Recipients must obtain ALL of the following documentation for each and every demolition under the BEP:

1. Certification Letter for Backfill Material
 - a. Letter must be on material supplier's letterhead
 - b. Letter must state that the fill material meets the ASTM-D2487, Group Symbol SP requirement
 - c. Letter must state that the fill material is free of contaminants and deleterious substances
2. Certification Letter for Topsoil Material
 - a. Letter must be on material supplier's letterhead
 - b. Letter must state that the fill material is free of rocks/stones larger than two inches (2") in diameter
 - c. Letter must state the topsoil is screened and free of contaminants and deleterious substances
3. Report/testing results from the material supplier to supplement the Backfill Certification Letter
 - a. Material supplier should be able to provide a report to verify that the material used meets the ASTM-D2487, Group Symbol SP requirement
4. All backfill and topsoil tickets from the supplier(s) for the materials used in the demolition/greening processes

If the backfill material and topsoil material used does not come from a vendor/supplier that can provide certification letters and a testing report, the Contractor must have the proposed materials tested prior to use. Fill material and topsoil that does not meet the requirements set forth in the BEP Technical Specifications may not be used without the express written consent of IHCD and the Recipient community.

Recipients may be required to provide the above documentation as part of the Sample Demolition process. However, Recipients must maintain this documentation for each and every BEP demolition, regardless of whether a property undergoes a Sample Demolition Observation. Recipients will be required to provide this documentation for any/all properties that have been selected for a closeout audit at the completion of their BEP Project(s).

