

SCOPE AND GENERAL REQUIREMENTS

EVENT # 9.13.2023

1. SCOPE:

1.2 Scope of Work: The work involves on-site demolition of derelict manufactured homes. All removal cost will be borne by the County. White goods and hazardous materials must be removed from the unit and disposed of properly. Recyclable materials must be removed and marketed to the extent that current recycling markets allow. Tires must be removed from the rims of any wheels attached to the unit. The site must be left in a clean and litter free state. Hazardous solid waste, if existing, must be disposed of according to the regulations provided by the County Solid Waste Department.

2. General Requirements and Information:

- 2.1. Work Site: Bidder shall quote on the following: Removal of manufactured homes from the following ten (10) sites. **Indicate cost for each location, all locations may not be processed, One (1) contract will be awarded.** Locations, and pictures are attached. Bids must be submitted to the Procurement Division no later than Monday, October 23rd, 2023, 3:00pm. Emailed to Ron.Venturella@buncombecounty.org, or delivered by courier to: Ron Venturella, Procurement Manager, 4th Floor, 200 College Street, Asheville NC, 28801.
- 2.2. Owner's Representative: Bob Haynes at the Buncombe County Permits & Inspections Department, telephone (828)250-5388.
- 2.3. Contractor shall contact Mr. Haynes at the above number, at least 24 hours before beginning demolition & removal of mobile home.
- 2.4. Permits and Pollution Controls: Contractor will be responsible for cost of permits and obtaining permits from WNC Air Quality before demolition of mobile homes begins. The cost of the permits may vary per project. Contact WNC Air Quality to obtain requirements and permits at (828)250-6777. The bid response shall include the cost of the permits. Contractor shall submit proof of the air quality permit with invoice for each of the homes. Contractor must meet all governing regulations pertaining to air quality and environmental protection.
- 2.5. Contractor shall meet all requirements of the Buncombe County Minority Business Plan. Failure to comply with these requirements may result in the rejection of the proposal as non-compliance with bid requirements. The appropriate enclosed forms concerning minority participation should be filled out and submitted according to the instructions outlined at the top of forms. If you have questions, please contact the Procurement Division at (828)250-4154.
- 2.6. Bidder shall complete enclosed forms on the Checklist.
- 2.7. All work shall be completed within 15 weeks (105 days) of the purchase order issue date.

3. Specific Requirements:

- 3.1. Homeowners disconnect electrical service to each manufactured home to be removed. If the Contractor suspects unsafe conditions, they may contact the owner's representative.
- 3.2. Septic System: The septic and well lines will need to be capped by the contractor. For details contact Environmental Health at 828-250-5016.
- 3.3. No additional grading or seeding needs to take place after the demolition.
- 3.4. Contractor shall furnish all labor and equipment to complete the project.
- 3.5. Contractor shall remove white goods and dispose in compliance with rules of the Buncombe County Solid Waste Department.
- 3.6. Contractor shall remove hazardous wastes and turn over to Buncombe County for disposal. All florescent light fixtures including bulbs and ballasts and all heating system thermostats shall be removed as part of this item. Any unidentifiable chemicals or similar substances shall be removed and surrendered to Buncombe County.
- 3.7. Contractor shall demolish mobile home on-site using means and methods determined by the contractor. Complete demolition of the home includes, but is not limited to the removal of attached structures such as decks or additions, and all contents within the mobile home.
- 3.8. Contractor shall remove and recycle a minimum of aluminum siding and remove and recycle structural steel in trailer frame. Further recycling is at the option of the contractor.
- 3.9. Contractor shall remove any trailer tires from rim and dispose of tires in compliance with rules of the Buncombe County Solid Waste Department.
- 3.10. Contractor shall dispose of demolition waste in compliance with rules of the Buncombe County Solid Waste Department.
- 3.11. Contractor shall pay all landfill tipping fees or similar fees for waste disposal.
- 3.12. Contractor shall submit copy of digital photos taken of the site during demolition and after demolition and removal. One photo, taken during demolition, should show the home partially demolished, with enough background shown in the photo to identify the site. The photos are to be submitted with invoice for validation that the project has been completed in accordance with all requirements and terms and conditions of this bid.
- 3.13. Contractor shall maintain liability insurance as stated in General Conditions of Contract or purchase order.
- 3.14. Contractor shall give notice to owner's representatives at the phone number in 2.2 above by 4:00 p.m. the day prior to beginning work. Contractor shall also contact owners by 4:00 p.m. the day prior to beginning work using phone numbers provided in bid attachment.

- 3.15. Contractor shall maintain clear and timely communications with owner's representative in regard to work schedule and progress reports.
- 3.16. Awarded contractor shall contact owner's representative to set up onsite meeting with landowner before any work is to begin.
- 3.17. The County will not be held liable for any cancellation fees associated with manufactured homes included in the bid. The Contractor will be paid only for the removal of manufactured homes completed in the manner specified above.

BUNCOMBE COUNTY

ABANDONED MANUFACTURED HOME ON-SITE DEMOLITION PROJECT

Please note that all debris resulting from the demolition of the homes must be removed from the site and properly disposed of or recycled.

BUNCOMBE COUNTY

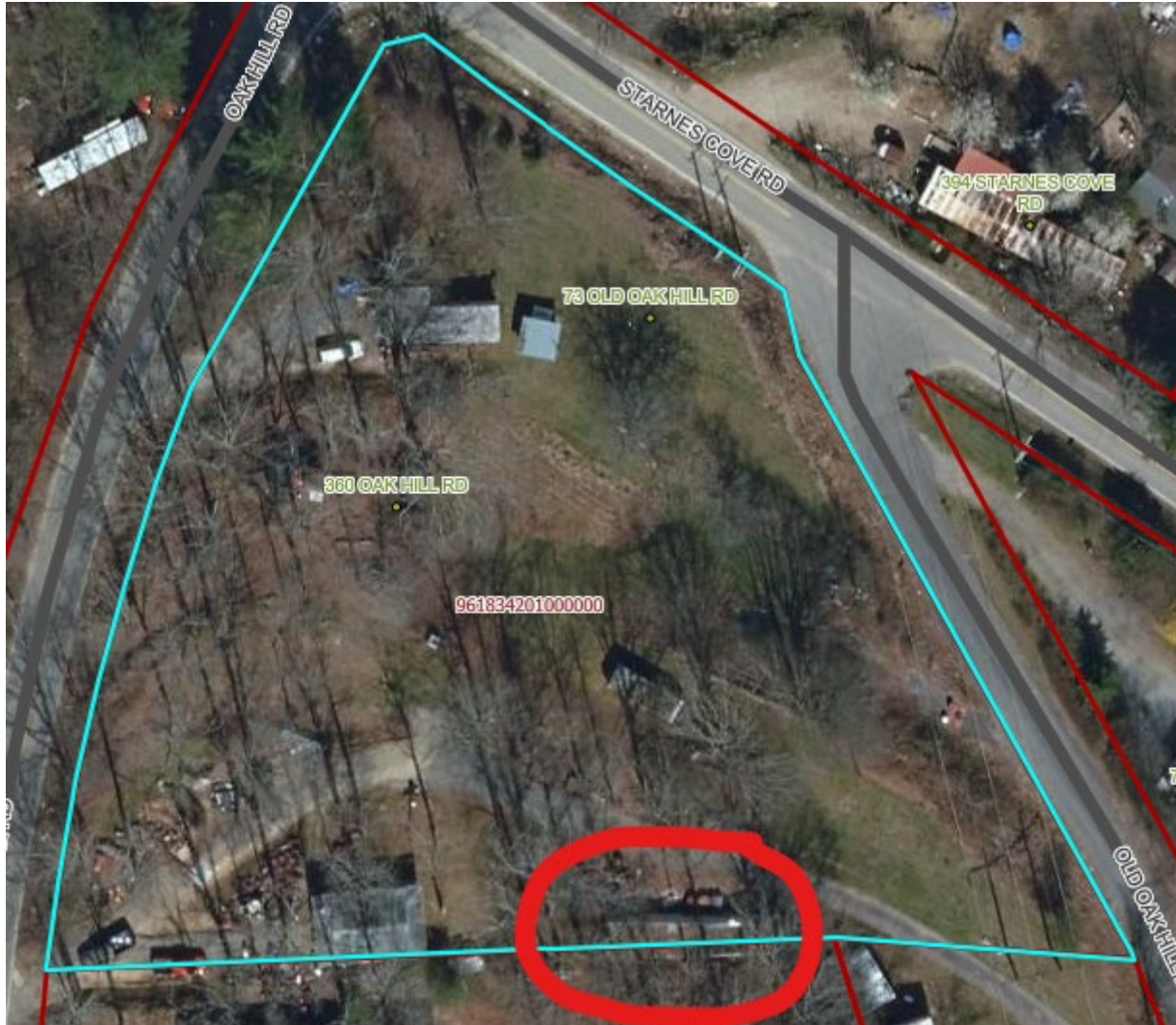
ABANDONED MANUFACTURED HOME

ON-SITE DEMOLITION PROJECT

Leola Grasty
360 Oak Hill Rd
Candler, NC 28715
PIN #: 9618-34-2010
PH #: (828) 779-0137

Buncombe County Permits & Inspections Department
30 Valley Street
Asheville, NC 28801
828-250-5388

360 Oak Hill Rd.-Grasty Property



Grasty Manufactured Home



BUNCOMBE COUNTY

ABANDONED MANUFACTURED HOME ON-SITE DEMOLITION PROJECT

Dortha Dockery
15 Dockery Drive
Asheville, NC 28806
PIN #: 9619-90-8022
PH #: (828) 777-8401

Buncombe County Permits & Inspections Department
30 Valley Street
Asheville, NC 28801
828-250-5388

15 Dockery Dr Dockery Property



Three (3) Manufactured Homes to be removed from this parcel



Dockery Manufactured Home #1



Dockery Manufactured Home #2



Dockery Manufactured Home #3



BUNCOMBE COUNTY

ABANDONED MANUFACTURED HOME

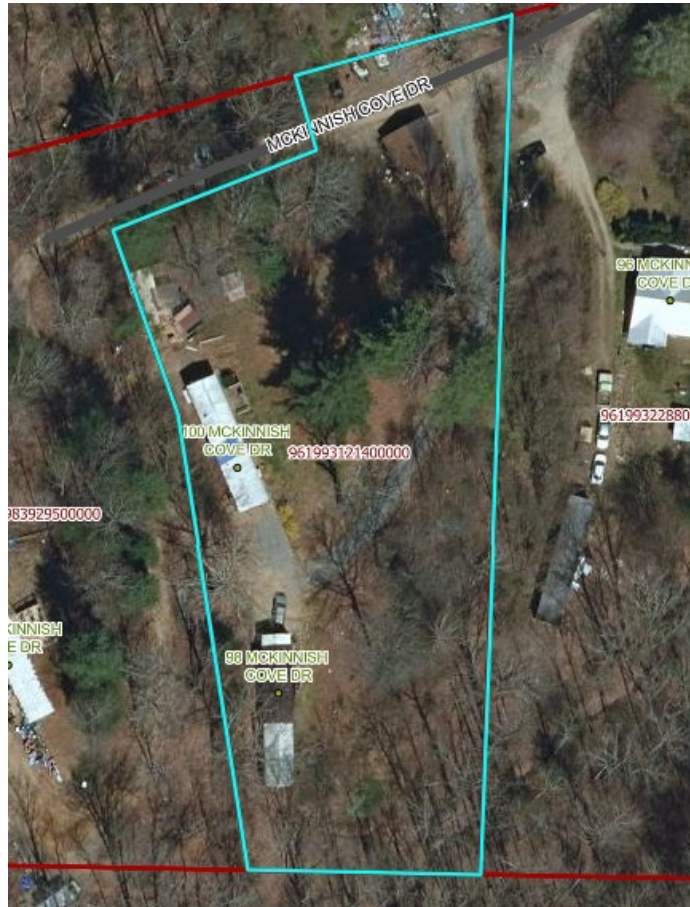
ON-SITE DEMOLITION PROJECT

Eric & Jennifer Ginsburg
98 McKinnish Cove Drive
Asheville, NC 28806
PIN #: 9619-93-1214
PH #: (919) 428-9994

Buncombe County Permits & Inspections Department

30 Valley Street
Asheville, NC 28801
828-250-5388

98 McKinnish Cove Dr Ginsburg Manufactured Home



Ginsburg Manufactured Home



BUNCOMBE COUNTY

ABANDONED MANUFACTURED HOME ON-SITE DEMOLITION PROJECT

Enrique & Silvia Gamez
220 Old County Home Rd
Asheville, NC 28806
PIN #: 9629-31-8148
PH #: (828) 423-7419

Buncombe County Permits & Inspections Department

30 Valley Street
Asheville, NC 28801
828-250-5388

220 Old County Home Rd Gamez Property



Gamez Manufactured Home



BUNCOMBE COUNTY

ABANDONED MANUFACTURED HOME ON-SITE DEMOLITION PROJECT

David Marcus
789 Glenn Bridge Rd
Arden, NC 28704
PIN #: 9633-85-0373
PH #: (954) 536-9563

Buncombe County Permits & Inspections Department
30 Valley Street
Asheville, NC 28801
828-250-5388

789 Glenn Bridge Rd Marcus Property



Marcus Manufactured Home



BUNCOMBE COUNTY ABANDONED MANUFACTURED HOME ON-SITE DEMOLITION PROJECT

Bryan Abbajay
22 Orchid Hill Lane
Weaverville, NC 28787
PIN #: 9734-45-5103
PH #: (828) 551-7647

Buncombe County Permits & Inspections Department
30 Valley Street
Asheville, NC 28801
828-250-5388

122 Orchid Hill Lane Abbayay Property



Abbajay Manufactured Home



BUNCOMBE COUNTY ABANDONED MANUFACTURED HOME ON-SITE DEMOLITION PROJECT

Regina Hoilman

106 Cable Cove Dr
Asheville, NC 28804

PIN #: 9720-66-8874

PH #: (828) 712-5063

Buncombe County Permits & Inspections Department

30 Valley Street
Asheville, NC 28801

828-250-5388

106 Cable Cove Dr Hoilman Property



Hoilman Manufactured Home



BUNCOMBE COUNTY

ABANDONED MANUFACTURED HOME

ON-SITE DEMOLITION PROJECT

Tiersa Tavana

143 Dix Creek #2 Rd
Leicester, NC 28748

PIN #: 9609-88-1518

PH #: (919) 412-2282

Buncombe County Permits & Inspections Department

30 Valley Street
Asheville, NC 28801
828-250-5388

143 Dix Creek #2 Rd Tavana Property



Tavana Manufactured Home



BUNCOMBE COUNTY

ABANDONED MANUFACTURED HOME ON-SITE DEMOLITION PROJECT

Julie Medlin

135 Benfield Rd
Weaverville, NC 28787

PIN #: 9762-82-9936

PH #: (828) 380-0908

Buncombe County Permits & Inspections Department

30 Valley Street
Asheville, NC 28801
828-250-5388

35 Benfield Rd Medlin Property

SEPTIC TANK UNDER HOME DOES NOT WANT DAMAGED



Medlin Manufactured Home



BUNCOMBE COUNTY ABANDONED MANUFACTURED HOME ON-SITE DEMOLITION PROJECT

Dandace & Douglas Dover

370 Spivey Mtn. Rd
Asheville, NC 28806

PIN #: 9619-63-7872

PH #: (828) 772-8490

Buncombe County Permits & Inspections Department

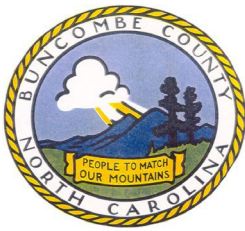
30 Valley Street
Asheville, NC 28801
828-250-5388

370 Spivey Mtn. Rd Dover Property



Dover Manufactured Home





Buncombe County, North Carolina

Date _____

REQUEST FOR PROPOSAL
EVENT #9.13.2023
MANUFACTURED HOME REMOVAL
CHECKLIST OF REQUIRED ITEMS
(Please fill out & submit with bid response)

Company _____

Signature _____

| # | ITEM | INCLUDED? |
|----|--|-----------|
| 1 | This checklist is signed and included in the uploaded bid | |
| 2 | MB Forms | |
| 3 | Non-Collusion Statement | |
| 4 | Commercial References | |
| 5 | Bid & Signature Page | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |

MINORITY BUSINESS PLAN MINIMUM COMPLIANCE REQUIREMENTS

The **annual verifiable goals** for Buncombe County for minority business participation in construction projects (other provisions apply depending on project type & funding), procurement projects, professional and other service projects are as follows:

CONSTRUCTION: 12% Overall for all minorities
PROCUREMENT: 10% Overall for all minorities
PROFESSIONAL: 10% Overall for all minorities
OTHER SERVICES: 10% Overall for all minorities

Buncombe County does not certify minority businesses. Any business desiring to be recognized by Buncombe County as a certified minority business must have proof of certification from either the North Carolina Office for Historically Underutilized Businesses, NC DOT, or The Small Business Administration

WHAT MUST BE DONE TO SUBMIT A RESPONSIBLE BID

Find the ONE instance that applies to you.

- YOU ARE SUBCONTRACTING USING MINORITY BUSINESSES: Complete MB Form 1
- YOU ARE NOT SUBCONTRACTING ANY WORK: Complete MB Form 2

MB Form 1 (MB Utilization Commitment) – This form states the amount of minority business participation on the named project. The bidder must turn this form in at the time of the bid if the firm will be subcontracting whether or not minority and woman owned firms are used.

MB Form 2 (Letter Of Intent To Perform Work Without Subcontracting) – This form provides that the Bidder does not customarily subcontract work on this type of project. **This form must be turned in with the bid.**

[A listing of certified minority businesses can be obtained at www.doa.state.nc.us/hub](http://www.doa.state.nc.us/hub)

SUBCONTRACTING PAYMENT REQUIREMENTS:

The Contractor must provide to Buncombe County via the Purchasing Division an itemized statement of payments made to each MB subcontractor with each request for payment and before final payment.. The form is MB Form 5, which is the documentation of contract payments by general contractors to minority and women firms. If you have questions, please Contact us at (828) 250-4130.

MB FORM 1

MB UTILIZATION COMMITMENT

(Must be submitted with bid if subcontracting)

We, _____, do certify

that on the _____
(Project Name)

_____ (Project Number) (Dollar Amount of Bid)

we will expend a minimum of _____% of the total dollar amount of the contract with certified minority business (MB) enterprises. MBs will be employed as vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below. If the Bidder intends to subcontract, this form must be completed and submitted with the bid regardless of the amount or lack of participation attained.

| Indicate Name and Phone Number of Firm | MB Category | Description of Work | Dollar Value |
|--|----------------|------------------------|-----------------|
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| | | | |

The undersigned will enter into a formal agreement with Minority Firms for work listed in this schedule conditional upon execution of a contract. Failure to fulfill this commitment may constitute a breach of the contract.

The undersigned hereby certifies that s/he has read the terms of this commitment and is authorized to bind the Bidder to the commitment herein set forth.

Date: _____ Name of Bidder/Company _____

By: _____

Title: _____

MB FORM 2
STATEMENT OF INTENT TO PERFORM WORK WITHOUT
SUBCONTRACTING

(No Other MB Forms Need to Accompany this form and it is due @ bid opening)

We, _____, hereby certify that it is our intent to

perform **100% of the work required** for the _____ contract.

(Name of project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform all elements of the work on this project with his/her own work forces; and

The bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement.

The undersigned hereby certifies that s/he has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: _____:

Name of Bidder/Company: _____

Signature: _____

Title : _____

NON-COLLUSION STATEMENT

(Please fill out & submit with bid response)

THE UNDERSIGNED AFFIRMS THAT THE PROPOSAL MADE HERE-IN IS MADE WITHOUT ANY CONNECTIONS WITH ANY OTHER PERSON OR PERSONS, MAKING ANY OTHER PROPOSAL FOR THE ABOVE ITEM(S). THAT IT IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD.

THAT _____ (FIRM NAME) IS NOT CONNECTED IN ANY OFFICIAL CAPACITY WITH BUNCOMBE COUNTY, AND THAT NO PERSON OR PERSONS ACTING IN SUCH CAPACITY ARE DIRECTLY OR INDIRECTLY INTERESTED HEREIN OR IN ANY OF THE PROFIT ARISING OR ANTICIPATED FROM THIS TRANSACTION.

IN MAKING THIS PROPOSAL, IT IS UNDERSTOOD AND AGREED THAT THE CONDITIONS SET FORTH IN THE ADVERTISEMENT FOR BIDS, INSTRUCTIONS TO BIDDERS, TERMS AND CONDITIONS AND SPECIFICATIONS TOGETHER WITH THE PROPOSAL SHALL FORM A PART OF AND BE CONSTRUED WITH THE CONTRACT MADE UNDER THE SAME.

THE ACCEPTANCE OF THIS PROPOSAL BY BUNCOMBE COUNTY, AS EVIDENCED BY THE ISSUANCE OF A BUNCOMBE COUNTY PURCHASE ORDER, WILL BE HELD TO BE A MUTUAL AGREEMENT AS TO EACH AND EVERY CLAUSE OF THIS PROPOSAL AND TO CONSTITUTE A CONTRACT BETWEEN THE PARTIES HERETO.

FIRM NAME: _____

ADDRESS: _____

BY: _____

TITLE: _____

BUNCOMBE COUNTY PURCHASING
COMMERCIAL REFERENCES - THREE (3)

(Please fill out & submit with bid response)

Bid Event # _____

VENDOR'S NAME & ADDRESS

| |
|------------------------|
| NAME OF FIRM: |
| ADDRESS OF FIRM: _____ |
| CONTACT PERSON: |
| TELEPHONE NUMBER: |
| FAX NUMBER: |
| NAME OF FIRM: |
| ADDRESS OF FIRM: _____ |
| CONTACT PERSON: |
| TELEPHONE NUMBER: |
| FAX NUMBER: |
| NAME OF FIRM: |
| ADDRESS OF FIRM: _____ |
| CONTACT PERSON: |
| TELEPHONE NUMBER: |
| FAX NUMBER: |

Bid & Signature Page
(Please sign and return document)

Bid Event #: 9.13.2023

| | |
|--|--|
| Type of Procurement: Service | PROJECT NAME: MH Removal and Demolition |
| Description: Manufactured Home Removal and Demolition | |

I have read and in agreement with the terms and conditions and all the specification pages and/or attachments with terms and conditions relative to this bid event hereby incorporated into and made a part of bid event number 9.13.2023:

Bid Amount per site:

| Site Location | Bid Amount |
|------------------------|------------|
| 360 Oak Hill Rd | _____ |
| 15 Dockery Dr | _____ |
| 98 McKinnish Cove Rd | _____ |
| 220 Old County Home Rd | _____ |
| 789 Glenn Bridge | _____ |
| 22 Orchid Hill Lane | _____ |
| 106 Cable Cove Dr | _____ |
| 143 Dix Creek #2 | _____ |
| 35 Benfield Rd | _____ |
| 370 Spivey Mtn Rd | _____ |

Total Bid: _____

Agreed and accepted for bid event 9.13.2023

Name: _____

Address: _____

Phone: _____

Authorized Representative Supplier
Signature: _____

Title: _____

By Signing this document, I hereby certify that I am in agreement with all relative bid documents, terms and conditions, bid attachments, and pricing submitted with this bid event.