

**REQUEST FOR BOARD ACTION
HENDERSON COUNTY
BOARD OF COMMISSIONERS**

MEETING DATE: November 18, 2009
SUBJECT: Abandoned Manufactured Home Removal Program
ATTACHMENTS: YES

SUMMARY OF REQUEST:

NCDENR has allocated funding for the removal of abandoned manufactured homes throughout the state. Each county can request reimbursement for the removal of up to 25 homes at \$1000 per home. Henderson County will contract with local companies to remove these homes and then request a reimbursement from the state of NC.

BOARD ACTION REQUESTED:

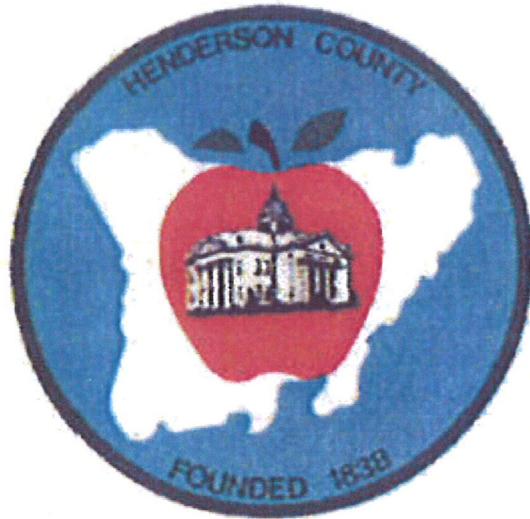
Staff recommends that the Board of Commissioners approve program as presented.

SUGGESTED MOTION:

I move that the Board of Commissioners approve the Henderson County Abandoned Manufactured Housing Removal Program.

REQUEST FOR PROPOSALS

MANUFACTURED HOME REMOVAL



**100 N King Street
Hendersonville NC 28792**

ISSUE DATE: November 18, 2009

IMPORTANT NOTE: Indicate firm name and RFP name on the front of each sealed proposal envelope or package, along with the date for receipt of proposals specified below. Sealed proposals, subject to the terms and conditions made a part hereof will be received until noon November 30, 2009 for furnishing the services described herein. A prebid conference will not be held, but any questions or requests for a site visit may be directed to Toby Linville at 828-694-6627 tlinville@hendersoncountync.org

SEND ALL PROPOSALS DIRECTLY TO THE ADDRESS ABOVE.

INTRODUCTION:

The North Carolina Department of Environment and Natural Resources will offer counties up to \$1,000 per home for the removal of abandoned manufactured homes. Henderson County is completing the grant application to become a recipient of this program in order to assist citizens in the removal of these uninhabitable homes. This request for proposal will allow contractors to bid on removing these homes on behalf of Henderson County. These homes will not be able to be transported and must be demolished on site. You will need at a minimum equipment to demolish the home and equipment to transport the materials to the appropriate destinations as well as adequate labor.

SCOPE OF WORK: The contractor shall provide all materials, tools, machinery, labor and supervision necessary for the demolition work on the above properties. Demolition work shall include excavation of any footing and foundations and removal of all debris from the demolition site.

**CLEAR AND DEMOLISH THE PARCEL OF ALL STRUCTURES,
IMPROVEMENTS AND DEBRIS.**

PROVISIONS:

1. The property owner shall be responsible for obtaining all permits and will contact all utility providers (water, sewer, electric, gas and cable) prior to commencement of demolition activities to insure that disconnection has been made.
2. Demolition bids shall be awarded to the lowest responsible bidder, taking into consideration quality and performance.
3. The contract will relieve Henderson County of any and all liabilities for damages incurred by the Contractor during the demolition of said structure(s). Contractors shall provide certification that they have \$1,000,000.00 liability insurance and workman's compensation coverage for any employee on the job site.
4. All contractors must comply with special conditions established concerning equal employment, affirmative action, and business opportunities.
5. No materials shall be stored or accumulated in any area, but should be transported directly from the site to the landfill or recycling center.
6. The contractor shall be responsible for the removal and proper disposal of all materials and shall provide Henderson County with landfill tipping receipts from the Henderson County Transfer Station and receipts from a certified Recycling Company prior to release of payment. All loads shall be covered and secured prior to and during transport.
The contractor relieves Henderson County of all liability in the disposal of debris. The contractor is responsible for all fees and permits, if applicable.
7. No bids will be accepted from contractors have violated Henderson County Codes or Ordinances.
8. No payment shall be made until all work is satisfactorily completed and approved by Henderson County.
9. Contractor shall demolish dwelling, grade, and seed property to satisfaction of inspector.

REFERENCES

Indicate below three agencies for which you have provided demolition services within the past three years:

Firm: _____
Contract Name: _____
Phone Number: _____

Firm: _____
Contract Name: _____
Phone Number: _____

Firm: _____
Contract Name: _____
Phone Number: _____

COST PROPOSAL

In order to allow each contractor to bid equally for this project the following scenario should be used to estimate the cost per demolition. The site will have adequate access to allow a dump truck with low-boy trailer and backhoe to the site. The home is a 14' x70' metal on metal home with frame and axles. The home will be empty and the estimated weight of landfill materials will be 10,000 lbs. The weight of frame and axles will be 1,000 lbs and the weight of the aluminum siding, window frames and roof will be 300 lbs.

Depending upon our quotes we may use multiple contractors on a rotation basis or a single contractor for all jobs. We will be able to demolish up to 25 homes in a fiscal year. Please state your fees based on a single unit from the above estimate or up to 25 units which will be in various locations throughout Henderson County.

The cost of demolition in accordance with the specifications herein is listed as follows:

TOTAL FOR A SINGLE UNIT \$ _____

TOTAL FOR 25 UNITS \$ _____

Henderson County may award this contract on a per lot basis or on a lump sum basis; whichever method is deemed to be in the best interest of the County. All qualified proposals/bids will be evaluated and award made to the firm(s) whose proposal/bid is deemed to be in the best interest of the County, all factors considered. Henderson County reserves the unqualified right to reject any and all offers if determined in its best interest.

EXECUTION OF PROPOSAL

By submitting this proposal, the potential contractor certifies the following:

An authorized representative of the firm signs this proposal.

It can obtain insurance certificates as required within 10 days after notice of award.

The cost and availability of all equipment, materials, supplies associated with performing the services described herein have been determined and include in the proposed cost. All labor costs, direct and indirect, have been determined and included in the proposed cost.

The potential contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions.

The contractor has in effect \$1,000,000.00 in general liability insurance and Workers Compensation on all employees.

Therefore, in compliance with this Request for Proposal, and subject to all conditions here, the undersigned offers and agrees, if this proposal is accepted within 60 days from the date of the opening, to furnish the subject services at the cost on the "Cost Proposal" section of this document.

CONTRACTOR: _____

ADDRESS: _____

CITY, STATE, ZIP _____

TELEPHONE NUMBER: _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER: _____

BY: _____ **TITLE:** _____ **DATE:** _____

(Signature)

(Typed or printed name)

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL.

UNSIGNED PROPOSALS WILL NOT BE CONSIDERED!!!

ACCEPTANCE OF PROPOSAL

Henderson County

BY: _____ **TITLE:** _____ **DATE:** _____

CALENDAR OF EVENTS		
DATE:	TIME:	ACTIONS:
November 12, 2009		Release Bid
November 25, 2009	12:00:00 PM ET	Bids Due
AFTER AWARD OF AGREEMENT		
July 1st and annually on this date thereafter		Provide Proof of Insurance

HENDERSON COUNTY

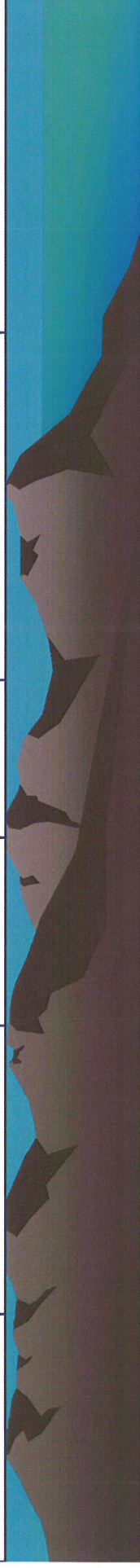
ABANDONED MANUFACTURED HOME REMOVAL PROGRAM



Low Income Eligibility

- Proof Income with W-2 wage and Tax
- Must not own multiple properties
- Must provide additional assets and liabilities

Income Definition	Percent (%) of Area Median Income (\$52,500)	Annual Income (\$)	Monthly Income (\$)	30 Percent of Monthly Income (\$)	Fair Market Rent as a Percent (%) of Maximum of Affordable Rent
Low	>50 to 80	26,251 to 42,000	2,188 to 3,500	656 to 1,050	106% to 66%



Cost over Grant

- Request for Proposals - single home versus 25
- 10 Homes for low income eligible recipients using County Funding
- Remaining 15 property owner will pay overage
- Evaluate for 10-11 Budget



• QUESTIONS?

