

**TOWN OF LADY LAKE  
REQUEST FOR BID  
BID No. 2009-0007**

**Project Title: Demolition and Salvage of Mobile Homes, Accessory Structures, Fences and Miscellaneous Debris**

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Department: Growth Management  
Contact Person: Judi Kelch, Town Planner  
Address: 409 Fennell Blvd., Lady Lake, FL. 32159  
Telephone: (352)751-1527  
Fax: (352) 751-1595  
Submittal Date: No later than 9:00 a.m. January 8, 2010

**I. GENERAL INFORMATION**

The Town of Lady Lake is advertising this bid for interested parties that are qualified and experienced to demolish and salvage mobile homes, accessory structures, fences and miscellaneous debris. **This bid will be for the successful party to demolish/salvage and remove the materials which make up mobile homes, accessory structures, fences and miscellaneous debris located at:**

**221 Skyline Drive  
217 Skyline Drive  
810 Summit Street  
112 Mark Drive  
215 Morningside Drive**

This bid is for the purpose of selecting a firm(s) to be engaged on a contractual basis for the service stated above.

**II. REQUEST FOR QUALIFICATIONS**

**All bids MUST be in a sealed envelope/box and clearly marked in the lower left corner:**

**“Bid No. 2009-0007: Demolition and Salvage of Mobile Homes, Accessory Structures, Fences and Miscellaneous Debris” and shall be sent to the following address, only:**

**Kris Kollgaard, Town Clerk  
Town of Lady Lake  
409 Fennell Boulevard  
Lady Lake, FL 32159**

All bids must be received in the Office of the Town Clerk prior to **9:00 a.m. (EST) on January 8, 2010**, and will be immediately opened thereafter. Bids will not be accepted after that date and time under any circumstances. One (1) Original and THREE (3) copies of the BID must be submitted. Bid openings are open to the public. All Bidders and their representatives are invited

to be present. Any response received by the Purchasing Agent after the due date and time specified in this Bid will not be considered. Any Bid or copies that are sent to any other address may be refused and sent back to the Bidder unopened. Bids must be typed or printed in ink. Use of erasable ink is not permitted. All Bids must contain a manual signature of the authorized representative.

The Town of Lady Lake will not be liable for any cost incurred in the preparation of these bids. All Bids received from Bidders in response to this Bid will become property of the Town and will not be returned to the Bidder. In the event of a Contract Award, all documentation produced as a part of the contract shall become the exclusive property of the Town. Responses to this Bid upon receipt by the Town will become public record subject to provisions of Chapter 119F.S. Florida Public Records Law.

### **III. SCOPE OF SERVICES**

The following work and services are presented as an indication of the work that will be required under the contract, but may not necessarily be all inclusive of work under this contract

1. All buildings and material will be removed by the pre-agreed date negotiated by the Town of Lady Lake and the successful candidate.
2. A temporary safety barrier must be constructed around the perimeter of the property where there is not an existing fence.
3. There will be no demolition material left outside of the fenced work area.
4. All building and other material must be removed.
5. All septic tanks shall be abandoned/removed in accordance with the Lake County Health Department regulations.
6. The successful bidder will be responsible for all costs associated in moving or salvaging the buildings, accessory structures, fences and miscellaneous debris.
7. Any fence surrounding the property will be removed as part of this agreement.
8. All permits associated with this project will be the responsibility of the successful bidder.
9. An onsite inspection by the contractor is required to ensure that the contractor has inspected all materials requiring removal, to test and budget for any hazardous material for removal. The contractor is responsible for all costs associated with the testing of, removal of, and disposal of all hazardous material on the project site.
10. An asbestos survey for each mobile home can be reviewed at the Town Clerk's Office, Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, FL
11. The contractor is solely responsible for all coordination with Federal, State, or Local regulatory agencies regarding any work to be performed on the job site and any permits associated with removal of any material.

12. The contractor is responsible for compliance with all safety regulatory agencies and will be held solely liable for any infractions there of. The Town of Lady Lake and its staff will be held harmless of responsibility for any contractor or sub-contractor's safety while performing the proposed scope of work for this project.
13. After acceptance of bid, the contractor is solely responsible of all materials to be removed any loss or damage to these materials or by these materials will be incurred by the contractor, absolving all liability of the Town of Lady Lake or its representatives.
14. Work for this project must be performed by properly certified personnel; certifications for such work must be furnished to the Town of Lady Lake's building officials prior to start of project.
15. Work area must be kept in a condition that is SAFE.
16. Clean up of all debris on a daily basis and at the end of the job.
17. Work area to be restored to pre-job condition.
18. The Town Planner, Public Works Director or other Town designee will coordinate all work.
19. **A MANDATORY pre-bid/inspection will be held on December 28, 2009 at 9:00 a.m. at the Public Works, EOC Center, 136 Skyline Drive, Lady Lake.**
20. Proof of liability insurance must be provided.
21. **EMPLOYEE LIST:** All proposals must include a complete listing of all individuals employed by the firm who will be responsible for performing work under the proposal. The Town shall be authorized to perform a background check of all such employees to determine whether any employees of the firm pose a public safety or security threat or otherwise place the Town at risk, as determined by the Town. Failure to provide an employee list shall disqualify the firm for consideration under the BID. In the event of a Contract Award, the firm will be required during the term of the Contract to update the list and provide the same to the Town immediately upon hiring new employees who will be responsible for performing work under the Contract so that background checks may be performed by the Town. In the event the Town determines that a new employee of the firm poses a public safety or security threat or otherwise places the Town at risk, the firm shall restrict said employee from performing work under the contract.
22. **LIMITATION OF LIABILITY:** In the event of a contract award, the firm shall be required to indemnify and hold harmless the Town from and against any and all liability, penalties, fines, forfeitures, demands, claims, causes of actions, suits, and costs and expenses incidental thereto (including reasonable attorneys' fees actually incurred) directly arising out of or in connection with the firms' performance under the Contract in as far as such liability is caused by the negligence or willful misconduct of the firm and/or its employees.
23. **STANDARD OF CARE:** In the event of a Contract Award, the firm shall maintain Worker's Compensation Insurance at statutory limits. The firm shall be responsible for insuring, at its own expense, against claims resulting from the firm's performance under

the the Contract for errors and omissions, personal injury, loss of life, and property damage, under a policy of liability insurance, with limits of at least \$1,000,000. All such policies shall be issued by insurers of recognized responsibility satisfactory to the Town. Within 10 days of being awarded the contract the firm shall furnish the Town with duly executed certificates showing that such insurance is in full force and effect and providing for 30 days notice to the Town prior to cancellation or termination of any policy.

24. **PUBLIC ENTITY CRIMES:** Pursuant to Section 287.133(2)(a), Florida Statutes, interested individuals or firms who have been placed on the convicted vendor list following a conviction for public entity crimes may not submit a Proposal on a contract to provide services for a public entity, may not be awarded a consultant contract and may not transact business with a public entity for services, the value of which exceeds CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
  
25. **CONFLICT OF INTEREST:** Disclosure of any conflict of interest due to any other clients, contracts or property interests for this project only. Include a statement certifying that no member of your firm-ownership management or staff has a vested interest in any aspect or department of the Town of Lady Lake.