

REQUEST FOR PROPOSALS
ASBESTOS SURVEY

NOTICE IS HEREBY GIVEN that sealed proposals are sought by the City of Mystic, Iowa at City Hall located at 304 West Main Street, Mystic, Iowa 52574, until 12:00 o'clock P.M. on the 4th day of January, 2010 for the purpose of a FEMA/Iowa Homeland Security 404 Hazard Mitigation Property Acquisition Demolition project. Bids will be considered by the City Council at a council meeting held at 6:00 o'clock P.M. on January 5th day, 2010, and will be acted upon at such time or at such later time and place as may then be fixed.

A brief summary of the work consists of the following:

Asbestos Survey and Monitoring of Abatement for a HMGP Flood Buyout Program-Asbestos Survey. This will consist of identifying all asbestos containing materials (ACM), taking adequate number of samples and submit to an accredited lab for analysis. They will also provide a written report for each property location on the samples taken, room location and area, the type of ACM, the percentage and quantity and other pertinent information needed. They will provide written specifications for required asbestos abatement procedures. Monitoring the asbestos removal from 8 structures and lots and verifying the removal of ACM as outlined in the Survey Report through inspection and providing clearance reports following completion.

All material, work, and equipment is to be in conformance with the Proposal Specifications and Contract Documents which have been prepared by Chariton Valley Planning & Development Council of Governments, Centerville, Iowa, and are now on file in the office of Chariton Valley Planning & Development Council as well as City Hall. The Specifications can also be reviewed at www.charitonvalleyplanning.com website.

All bids must be filed with the City Clerk on or before the time herein set. All bids shall be on forms furnished by Chariton Valley Planning & Development Council and must be enclosed in a separate sealed envelope and plainly identified by the project name of 404 HMGP Property Acquisition Demolition. Each bid shall be accompanied by a bid bond, cashier's check or certified check drawn on a state-chartered or federally chartered bank, or certified share draft drawn on a state-chartered or federally chartered credit union, in a separate sealed envelope in an amount equal to five percent of the total amount of bid. The certified check, cashier's check or certified share draft shall be payable to the City of Mystic as security that if awarded the contract, the bidder will enter into a contract at the bid price and furnish the required

performance and payment bonds and certificate of insurance. The certified check, cashier's check, or certified share draft may be cashed, or the bid bond forfeited and the proceeds retained as liquidated damages if the bidder fails to execute a contract or file acceptable performance and payment bonds or provide an acceptable certificate of insurance within ten (10) days after the acceptance of the proposal by resolution of the City Council. The bid security will be returned to all except the three lowest bidders within three (3) days after the opening of bids and the remaining securities will be returned promptly after the successful bidder is determined or within thirty days.

The successful bidder shall be required to furnish a corporate surety bond in an amount equal to 100% of its contract price. Said bond shall be issued by a responsible surety approved by the City of Mystic and shall guarantee the faithful performance of the contract and the terms and conditions therein contained, and shall guarantee the prompt payment of all materials and labor and protect and save harmless the City of Mystic from claims and damages of any kind caused by the operations of the Contractor.

The Contract will be awarded to the responsible bidder submitting the lowest responsive bid.

Payment of the cost for said project will be made with Public Assistance funds (PA) from FEMA/Iowa Homeland Security to City of Mystic. Full payment will be issued upon completion of the project and approval of both the City of Mystic and FEMA/Iowa Homeland Security.

The survey work will commence upon receipt of Notice to Proceed.

Bids will be considered on, from bidders who can show experience with the type of work involved and also show financial responsibility satisfactory to the City of Mystic.

The City of Mystic, hereby reserves the right to reject any or all bids to enter into said contract as it may deem to be in the best interest of the City of Mystic, and to waive informalities and technicalities.

Published by order of the City of Mystic.

City of Mystic
Frankie Belzer, Mayor

BY: Nichole L. Moore, Chariton Valley Planning & Development Council of Governments
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