



# Kankakee Regional Land Bank Authority

## REQUEST FOR PROPOSALS TO DEMOLISH 7292 E. BASELINE RD. & 2847 STATE ROUTE 115

Issued: September 3, 2024

### **INTRODUCTION**

The Kankakee Regional Land Bank Authority will be accepting proposals for the demolition and removal of two residential structures, garages, driveways, fencing and other related items as well as site restoration on properties located at 7292 E Baseline Road (12-18-04-101-003) and 2847 State Route 115 (16-16-13-300-007), in Kankakee County. **Proposals must include both properties. Proposals for one property will not be accepted.** It is recommended the sites be visited for proposal accuracy.

### **GENERAL REQUIREMENTS**

To be considered, contractors must provide proper licensure by all Federal, State, County and local regulations to perform the required work. All general contractors and subcontractors must be adequately insured and provide evidence of insurance to KRLBA. Contractors must attach a current Certificate of Insurance showing all coverage and liability limits for general liability and workers compensation insurance. All contractors will be required to submit a completed lien waiver request for all subcontractors that are utilized.

**KRLBA will pay contractors for completed work only and will not make deposits or down payments.**

KRLBA will pay contractors for completed work on a timely basis, but contractors will need to be capable of financing demolitions pending reimbursement. Contractors must provide a physical company address to receive reimbursement checks and associated correspondence (P.O. Boxes will not be accepted).

### **SELECTION & EVALUATION**

Each submittal reviewed will be considered on the following criteria. All qualifications must be organized in the following format and contain all of the following information (**incomplete and / or unorganized submittals will not be considered**):

Qualified contractors are invited to submit (2) copies of their proposals.

- Notice of intention to bid must be submitted by 4pm Monday, September 16, 2024.
- Proposals must be received no later than 12:00pm Friday, October 11, 2024.
- Proposals shall be delivered to the attention of Dr. Monteale Crawford, Executive Director of Kankakee Regional Land Bank Authority and submitted by the deadline date above. (RFP's or incomplete RFP's received after the deadline will be rejected).
- Proposals received after 12:00pm Friday, October 11, 2024 will not be accepted.

### **ADDITIONAL INSTRUCTIONS**

- 1) Notice to bid and proposals can be submitted by email to [mcrawford@k3county.net](mailto:mcrawford@k3county.net).
- 2) Once submitted, proposals become the property of KRLBA.
- 3) Written questions and requests for clarifications of the conditions of this proposal shall be presented by email to [mcrawford@k3county.net](mailto:mcrawford@k3county.net), not later than 4pm Friday, September 13, 2024.
- 4) Non-written questions are not allowed and will not be answered.
- 5) Evaluation of written proposals shall be at the discretion of the selection committee comprised of the KRLBA Board of Directors and the KRLBA Executive Director.
- 6) At the discretion of the Board, some or all of the proposers may be requested to make an oral presentation prior to final selection by the committee.



# Kankakee Regional Land Bank Authority

- 7) KRLBA reserves the right to:
  - a. Reject any and all submittals
  - b. Re-advertise for proposals
- 8) Proposals can also be delivered to 189 E. Court St., Suite 201, Kankakee, IL 60901. (Attention: KRLBA)

## TENTATIVE SCHEDULE

Requests for Qualifications published  
Questions due to KRLBA  
Proposals Due  
Selection & Notification of Contractors

## DATES

September 3, 2024  
September 13, 2024  
October 11, 2024  
October 15, 2024

## PROPERTY 1 SCOPE OF WORK

- Demolition and disposal of an approximately 1600 square foot single story residence located at **7292 E. Baseline Road** in accordance with applicable laws. This structure is believed to be wood framed with a crawl space and attached two-car garage. Any and all content within the structure must also be removed and properly discarded.
  - Any foundation or slab must be removed to a minimum of 2 feet below finished grade.
- Removal and disposal of any asbestos in accordance with applicable laws including the IEPA notification form based on the asbestos inspection and report. (If present). (Contractor required)
- Removal and disposal of concrete sidewalks to a minimum of 2 feet below finished grade.
- Removal and disposal of fencing and basketball hoop including posts and concrete.
- Any wells must be located and capped per Health Department Requirements.
- Any septic tanks must be located, drained and either removed or properly crushed as to collect water and filled with sand or another clean fill.
- All materials must be taken to an approved landfill per Illinois environmental Protection standards. Recycling or reuse of materials may be considered as an option.
- All disturbed areas must be filled with clean fill and top soil and graded to original grade with the top 1 foot being able to support vegetation.
- All final graded areas must be seeded with yard grade fescue mix.
- Erosion Control must be installed. Once seeding has established growth the erosion control measures must be removed.
- All utilities must be located and properly disconnected and removed. All underground utilities must be removed to a minimum of two feet below finished grade.
- All dead or damaged trees must be removed.
- Below grade concrete must be broken.
- **Property must be free of all structures and debris and only contain vegetation at the end of project.**

## PROPERTY 2 SCOPE OF WORK

- Demolition and disposal of an 1100 square foot single-family one-story residence and 700 square foot garage located at **2847 S. State Rt 115** in accordance with applicable laws. Any and all content within both structures must also be removed and properly discarded.
  - Any foundations or slabs must be removed to a minimum of 2 feet below finished grade.



# Kankakee Regional Land Bank Authority

- Removal and disposal of any asbestos in accordance with applicable laws including the IEPA notification form based on the asbestos inspection and report. (If present). (Contractor required)
- Removal and disposal of gravel driveway to a minimum of 2 feet below finished grade.
- Any wells must be located and capped per Health Department Requirements.
- Any septic tanks must be located, drained and either removed or properly crushed as to collect water and filled with sand or another clean fill.
- All materials must be taken to an approved landfill per Illinois environmental Protection standards. Recycling or reuse of materials may be considered as an option.
- All disturbed areas must be filled with clean fill and top soil and graded to original grade with the top 1 foot being able to support vegetation.
- All final graded areas must be seeded with yard grade fescue mix.
- Erosion Control must be installed. Once seeding has established growth the erosion control measures must be removed.
- All utilities must be located and properly disconnected and removed. All underground utilities must be removed to a minimum of two feet below finished grade.
- All dead or damaged trees must be removed.
- Below grade concrete must be broken.
- **Property must be free of all structures and debris and only contain vegetation at the end of project.**

## PERMITS

It is the responsibility of the contractor to make sure all appropriate permits are obtained before work begins.

## REPORTING

Awardee will provide reports that satisfy the requirement of Public Act 102-0847:

*“The county must maintain documentation submitted from a contractor on the disposal of any demolition debris, clean or general or uncontaminated soil generated during the demolition, repair, or enclosure of a building for a period of 3 years identifying the hauler, generator, place of origin of the debris or soil, the weight or volume of the debris or soil, and the location, owner and operator of the facility where the debris or soil was transferred, disposed,, recycled or treated. The documentation required by this paragraph does not apply to a permitted pollution control facility that transfers or accepts construction or demolition debris, clean or general, or contaminated soil for final disposal,, recycling or treatment.”*

## PREVAILING WAGE

All contractors, sub-contractors and their employees must be paid prevailing wage for their jobs and documentation must be provided attesting to this fact. Certification of payroll through the use of Payroll Form WH-347 is required.

## REGISTRATION

All contractors and sub-contractors are required to be registered to work in Kankakee County.

## SUB-CONTRACTORS

The use of sub-contractors is permitted. All sub-contractors must be registered and listed on the proposal with details of the portion of work to be performed. It is the responsibility of the awardee to pay all sub-contractors. Any change of sub-contractors after the award must be approved by the KRLBA.

Phone: 815-214-4597 - Address:189 E. Court St., Suite 201, Kankakee, Illinois 60901 – [www.KRLBA.org](http://www.KRLBA.org)



# Kankakee Regional Land Bank Authority

## **REQUIRED DOCUMENTS**

All proposals must include the following:

- Total price for the entire project.
- Completed contractor application form.
- Qualifications of contractor and sub-contractors to complete the scope of work.
- Timeline for the completion of the project.
- An acknowledgement that the prevailing wage will be paid to all contractors, sub-contractors and their employees.
- Proof of Liability Insurance and Workman's Compensation Insurance in an amount of \$1,000,000.
- Bonding capacity (if applicable).
- Automobile insurance.
- Proof of current financial capacity to complete project (bank statement, line of credit, or letter from financial institution).



# Kankakee Regional Land Bank Authority

## APENDIX A

### CONTRACTOR APPLICATION FORM

#### PART 1 – BASIC INFORMATION

<b>COMPANY NAME</b>							
<b>COMPANY ADDRESS</b>							
<b>CITY, STATE, ZIP</b>							
<b>BUSINESS PHONE</b>							
<b>BUSINESS FAX</b>							
<b>BUSINESS WEB SITE</b>							
<b>CONTACT NAME</b>							
<b>CONTACT PHONE</b>							
<b>CONTACT E-MAIL</b>							
<b>FORM OF BUSINESS</b>	<table border="1"><tr><td>CORPORATION:</td><td><input type="checkbox"/></td></tr><tr><td>PARTNERSHIP:</td><td><input type="checkbox"/></td></tr><tr><td>SOLE PROPRIETOR:</td><td><input type="checkbox"/></td></tr></table>	CORPORATION:	<input type="checkbox"/>	PARTNERSHIP:	<input type="checkbox"/>	SOLE PROPRIETOR:	<input type="checkbox"/>
CORPORATION:	<input type="checkbox"/>						
PARTNERSHIP:	<input type="checkbox"/>						
SOLE PROPRIETOR:	<input type="checkbox"/>						
<b>TAX ID NUMBER OR SSN</b>							
<b>TYPE OF BUSINESS</b>	<table border="1"><tr><td>GENERAL CONTRACTOR</td><td><input type="checkbox"/></td><td>SUB- CONTRACTOR</td><td><input type="checkbox"/></td></tr></table>	GENERAL CONTRACTOR	<input type="checkbox"/>	SUB- CONTRACTOR	<input type="checkbox"/>		
GENERAL CONTRACTOR	<input type="checkbox"/>	SUB- CONTRACTOR	<input type="checkbox"/>				
<b>If Subcontractor, list specific trades you perform.</b>							
<b># YEARS IN BUSINESS</b>							
<b>Are you a Certified Minority Owned Business Enterprise (MBE) or Woman Owned Business Enterprise (WBE)? If</b>							



# Kankakee Regional Land Bank Authority

yes, who is the certifying agency?	
Are you registered on sam.gov	

## PART 2 – EXPERIENCE

List three projects completed within the past year. Include customer contact information for reference. KRLBA may wish to visit the site and/or contact customer to evaluate the quality of completed work.

Project # 1 Name / Address	
Customer Contact Information	
Project # 2 Name / Address	
Customer Contact Information	
Project # 3 Name / Address	
Customer Contact Information	

Have you ever defaulted on a contract? YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, describe your experience briefly below:



# Kankakee Regional Land Bank Authority

## **PART 3 – ATTACHMENTS**

In addition to all requested documents within the RFP, please attach copies of the following documents for review:

- Current Contractor’s Registration or Licenses
- Current Kankakee County Contractor’s Registration
- Current Certificate of Insurance
- MBE or WBE Certification (If Applicable)

NOTE: Contractors may attach additional information about their business, which they feel will assist KRLBA in evaluating their qualifications. This could include project lists, additional client references, letters of recommendation, etc.

## **PART 4 – CERTIFICATION**

I hereby certify that the information contained in this application, including all attachments thereto, is true and accurate to the best of my knowledge.

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Signature

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Title

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Company Name

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Date