Garage Deconstruction Request for Proposal

2448-50 N 18 Street

1.0 Story wood-frame garage. Slab to remain. Privately-owned

The Commissioner of Neighborhood Services will receive proposals until **9:00 a.m.** on **Thursday, April 3, 2014.** Any proposals received after that time will be rejected and returned unopened. Names of those submitting proposals along with the name of the contractor selected will be made available to the public.

Award will be made to the most qualified, responsive and responsible proposer as outlined in the Request for Proposals.

The Commissioner reserves the right to reject any and all proposals at any time, if it is in the best interest of the City.

All proposals shall be held open for a period of sixty (60) days subsequent to the date due and no proposal may be withdrawn without the written consent of the Commissioner. **IN THE EVENT THE COMMISSIONER, DURING THE SIXTY DAYS FOLLOWING THE DATE DUE, TAKES NO ACTION RELATIVE TO THE PROPOSALS RECEIVED, THEN THE PROPOSALS SHALL BECOME NULL AND VOID WITHOUT RECOURSE OF ANY KIND BY EITHER THE PROPOSERS OR COMMISSIONER, ACTING ON BEHALF OF THE CITY.**

Proposing CBO:_____

Primary Contact Person:_____

Phone: _____

Cell Phone: _____

Fax #: _____

We propose to deconstruct this garage and salvage, recycle, dispose of the materials and contents therein as follows:

Garage contents/debris/bushes, shrubs and trees:

Estimated volume/weight_____/_____

Salvage Recycle Dispose (circle one) by transporting materials to
_____ at an estimated cost of $ _____.

Notes: _____

Shingles or roofing materials:

Estimated volume/weight_____/_____

Salvage Recycle Dispose (circle one) by transporting materials to
_____ at an estimated cost of $ _____.

Notes: _____

Roof sheathing:

Estimated volume/weight_____/_____

Salvage Recycle Dispose (circle one) by transporting materials to
_____ at an estimated cost of $ _____.

Notes: _____

Exterior siding/cladding/trims and finishes:

Estimated volume/weight_____/_____

Salvage Recycle Dispose (circle one) by transporting materials to
_____ at an estimated cost of $ _____.

Notes: _____

Wall sheathing:

Estimated volume/weight_____/_____

Salvage Recycle Dispose (circle one) by transporting materials to
_____ at an estimated cost of $ _____.

Notes: _____

Masonry walls and materials (block or poured garages or portions thereof- excludes slabs):

Estimated volume/weight_____/_____

Salvage Recycle Dispose (circle one) by transporting materials to
_____ at an estimated cost of $ _____.

Notes: _____

Garage doors and windows:

Estimated volume/weight_____/_____

Salvage Recycle Dispose (circle one) by transporting materials to
_____ at an estimated cost of $ _____.

Notes: _____

Structural lumber (wall and roof framing):

Estimated volume/weight_____/_____

Salvage Recycle Dispose (circle one) by transporting materials to
_____ at an estimated cost of $ _____.

Notes: _____

Metal materials other than garage door:

Estimated volume/weight_____/_____

Salvage Recycle Dispose (circle one) by transporting materials to
_____ at an estimated cost of $ _____.

Notes: _____

Our capacity for deconstructing garages is as follows:

_____ garages per _____. (example: 3 garages per week .)

(Please consider this question carefully. This will not affect awards made to your organization, but rather will be used to establish the rate at which garages are advertised for bid, awarded and the expected completion dates.)

General Requirements and Conditions:

Successful proposer is responsible for the removal, proper handling and salvage/recycling/disposal of any and all contents and building components.

Successful proposer is responsible for pursuing the greatest percentage of salvage and recycling from the garage structure and contents found therein.

Successful proposer is responsible for reporting the weights, volumes and destinations of all materials on forms provided by the City.

Successful Proposer is responsible for completing wage reports (DPW-6) for all persons working on this parcel.

Contractor agrees to not discriminate against any qualified employee or qualified applicant for employment because of sex, race, religion, color, national origin or ancestry, age, disability, lawful source of income, marital status, sexual orientation, gender identity or expression, past or present membership in the military service, familial status, or based upon affiliation with, or perceived affiliation with any of these protected categories, and Contractor also agrees to include a similar provision in all subcontracts. Contractor must agree that they will comply with all applicable requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. ss. 12101 et seq.;

Contractor is to understand that the City is bound by the Wisconsin Public Records Law, and as such, all of the terms of this Agreement are subject to and conditioned on the provisions of Wis. Stat. 19.21, et seq. Contractor acknowledges that it is obligated to assist the City in retaining and producing records(including those of any Subcontractor) that are subject to Wisconsin Public Records Law, and that the failure to do so shall constitute a material breach of this Agreement, and that the Contractor must defend and hold the City harmless from liability under that law. Except as otherwise authorized, those records shall be maintained for a period of seven years after receipt of final payment under this Agreement.

The proposer understands that this project requires 100% of worker hours to meet the requirements for Residence Preference Program participation per section 309-41 of the Milwaukee Code of Ordinances. A general description of the program is as follows:

Residents Preference Program Provisions

I. General

I. In accordance with Chapter 309 of the Milwaukee Code of Ordinances, residents preference hiring is required for all construction contracting activities of the Department of Neighborhood Services. The ordinance requires that 40% of WORKER HOURS worked on a City contract be performed by UNEMPLOYED or UNDEREMPLOYED RESIDENTS of the City, except in special cases where the Commissioner of Public Works determines there is sufficient reason to impose lesser levels of participation. **Further, the Commissioner of Public Works may increase the percentage of RESIDENT worker participation to more than 40% on specific contracts.** For this contract, bidders are required to show that the minimum percent of WORKER HOURS, as listed in the acknowledgements section/page and/or the Official Notice document will be performed by UNEMPLOYED or UNDEREMPLOYED RESIDENTS of the City. Up to one-third of required worker hours may be achieved by documenting the use of UNEMPLOYED or UNDEREMPLOYED RESIDENTS on projects undertaken by the contractor where such compliance is not required, or by hiring UNEMPLOYED or UNDEREMPLOYED RESIDENTS on a full-time permanent basis for non-construction job categories connected to the project. Such adjustments must be proposed in an affidavit on a form provided by the department setting forth the facts upon which the request for adjustment is based.

J. The contractor, prior to commencing work, shall submit an affidavit (Form I) for proof of residency for all employees utilized by the contractor and subcontractors to meet the Residents Preference Program requirements, stating that each employee is either UNEMPLOYED or UNDEREMPLOYED and is a RESIDENT of the City. The contractor shall prepare and submit accurate and timely resident utilization forms and reports to the Department of Public Works. Time Reports shall be submitted within ten (10) days following completion of work, or every three months, whichever comes first. The reports shall identify the name, address, race, gender, work classification, wage rates and hours worked of all employees utilized on the contract by the contractor and all subcontractors. Failure to submit the required forms and reports to the Department of Public Works may result in disqualification of future bids, delay of payments, or other appropriate sanctions. Final contract payments will not be made until the summary of hours worked on the back of the Prime Contractor's Affidavit of Compliance is completed and on file with the Department of Neighborhood Services. Forms shall be submitted to the attention of Marge Piwaron, DNS, Room 105, Municipal Building, 841 North Broadway, Milwaukee, WI 53202.

K. During the performance of this contract the DNS reserves the right to conduct compliance reviews. If the contractor is not in compliance with the specifications, the Commissioner of Neighborhood Services will notify the contractor in writing of the corrective action that will bring the contractor into compliance. If the contractor fails or refuses to take corrective action as directed, or if the contractor, prime or sub, submits any documents which contain any false, misleading, or fraudulent information, or if the contractor or subcontractor fail to comply with this ordinance, the Department of Neighborhood Services may take one or more of the actions listed below.

9. Withhold payments on the contract.

10. Terminate or cancel the contract, in whole or in part.

11. Consider possible debarment of the contractor from bidding for a period of up to two years.
12. Any other remedy available to the City at law or in equity.

L. The penalty for any person, firm, or corporation knowingly engaging in fraud, misrepresentation, or in any attempt directly or indirectly, to evade the provisions of this ordinance by providing false, misleading, or fraudulent information shall, upon conviction, forfeit not less than $1,000 or more than $5,000 together with the costs of prosecution and, upon default of payment, shall be imprisoned in the county jail or house of correction not to exceed 90 days, or until the forfeiture costs are paid.

IV. Definitions

G. RESIDENT – A person who maintains his or her place of permanent abode in the City of Milwaukee. Domiciliary intent is required to establish that a person is maintaining his or her place of permanent abode in the City. Mere ownership of real property is not sufficient to establish domiciliary intent. Evidence of domiciliary intent includes, without limitations, the location where a person votes, pays personal income taxes, or obtains a driver's license.

H. UNEMPLOYED or UNDEREMPLOYED – a RESIDENT that has worked less than 1,200 hours in the preceding 12 months or has not worked in the preceding 30 days or, regardless of employment status, has household income at or below the federal poverty guidelines as adjusted by the Wisconsin Department of Public Instruction to define eligibility for reduced lunch in public schools. A RESIDENT will continue to qualify as unemployed or underemployed for five (5) years from the date he or she first participates in a contract under Chapter 309. If a RESIDENT becomes an apprentice for a contractor or becomes a participant in an on-the-job training program as determined by the City immediately after or in the course of performing on a particular construction contract, he or she shall continue to qualify as unemployed or underemployed for a period not exceeding 5 years from the date the person became an apprentice or participant in such on-the-job training program.

I. WORKER HOURS – means the total hours worked on a construction contract by skilled and unskilled construction trade workers, whether those workers are employed by the contractor or any subcontractor. In determining the total worker hours to be furnished at a construction site, the number of hours devoted to all tasks customarily performed on a construction site shall be included, whether or not such tasks are performed on the construction site. "Worker hours" includes work performed by persons filling apprenticeships and participating in on-the-job training programs and excludes the number of hours of work performed by all non-Wisconsin residents.

III. Residency Utilization Requirements

O. The contractor shall utilize UNEMPLOYED or UNDEREMPLOYED RESIDENTS of the City in a minimum amount equal to the percentage of the WORKER HOURS as stated in paragraph IA above.

P. The contractor, by signing and submitting a bid, certifies that it understands the provisions of Chapter 309 and knows of and intends to comply with them, and shall ensure that all subcontractors are also informed.

Q. The contractor shall maintain, and shall ensure that all subcontractors maintain, personnel records listing the name, address, race and gender of all employees utilized for this contract and any records demonstrating that the employees utilized by the contractor

in meeting the residency requirements are actual residents of the City. These records shall be maintained for seven (7) years after the contractor has received final payment under the contract and shall be made available to the Commissioner of Public Works upon reasonable notice.

R. Compliance with these residency requirements is an element of bid responsiveness. Failure to meet the specified residency requirements will render the bid unresponsive, and the Commissioner of Public Works may then recommend the award to the next apparent low bidder.

S. The City recognizes the following organization which can be contacted for access to trained or qualified workers from the City. Other organizations or sources of qualified RESIDENTS can be used at the bidder's discretion.

Big Step, located at 3841 West Wisconsin Avenue, Milwaukee, WI 53208. Telephone 414-342-9787, fax number 414-342-3546.

T. If the prime contractor has problems in meeting the residency requirements or if any other problems relative to residency participation arise during the completion of this project, the prime contractor shall immediately contact the Commissioner of Public Works.

U. Right to Appeal – All contracts awarded under ss. 7-14-2 and 7-22 of the City Charter shall be awarded by the Commissioner of Public Works to the lowest responsible bidder determined in accordance with any applicable City ordinances relating to the participation of Small Business Enterprise Programs or requiring participation of City RESIDENTS. Following the opening of any bid where the Commissioner has considered compliance with such City ordinances, the Commissioner shall publish in an official City newspaper his or her determination as to the lowest responsible bidder. Any bidder who objects to the determination based on the consideration of such City Ordinances, may appeal the recommendation by filing a written appeal with the Commissioner within five (5) working days of the date of publication. The appeal shall state the specific objection to the determination, including supporting documentation, and specify an alternative determination. Any appeals that do not conform to this section shall not be considered. The Commissioner shall schedule a hearing before the Public Works Contract Appeals Committee which shall be comprised of the chair of the Economic Development Committee or his or her designee and a member of the Economic Development Committee selected by the chair and the Director of Administration or his or her designee to be held within five days of receipt of the appeal. The Public Works Contract Appeals Committee shall have the authority by majority vote to affirm or set aside the determination of the Commissioner and their decision in this regard shall be final. In the event that a timely appeal meeting the requirements of this paragraph is not filed, or the Committee affirms the Commissioner's determination following a timely appeal, the Commissioner shall make an award in accordance with his or her determination.

This proposal must be received by the Department of Neighborhood Services, 841 N Broadway, room 105, by 9:00 AM, Thursday, April 3, 2014.

Proposal Checklist:

( ) Complete above estimation/destination of garage materials and associated costs or values.

( ) Complete attached FORM F, PROPOSED RESIDENT/APPRENTICE UTILIZATION FORM

We, _____, propose to deconstruct this garage within the above stated conditions and requirements for the sum of $_____.

Signed_____ Date _____

Printed _____

FORM F

PROPOSED RESIDENT/APPRENTICE UTILIZATION FORM

This is a preliminary statement of proposed workforce needs where known

Official Notice # _____ Project # _____ Contract # _____

Contractor_____

JOB CATEGORY	PROPOSED # OF HOURS ON THIS PROJECT	PROPOSED # OF HOURS FOR SPECIAL IMPACT AREA RESIDENTS	PROPOSED # OF HOURS FOR ALL OTHER WORKERS
TRUCK DRIVERS:		(%)	(%)
OPERATING ENGINEERS:			
Journeymen		(%)	(%)
Apprentices		(%)	(%)
SKILLED TRADES: (Specify)			
Journeymen		(%)	(%)
Apprentices		(%)	(%)
Trainees		(%)	(%)
LABORERS: (Specify type)			
		(%)	(%)
		(%)	(%)
		(%)	(%)
		(%)	(%)
		(%)	(%)

NAME and ADDRESS of Target Area Residents:

_____ _____
_____ _____
_____ _____

_____ _____ _____
_____ _____ _____
_____ _____ _____

_____ _____ _____
_____ _____ _____
_____ _____ _____

NAME and ADDRESS of Apprentices:

_____ _____
_____ _____
_____ _____

_____ _____ _____
_____ _____ _____
_____ _____ _____

(REV. 10/16/02)

Form DNS-6(02/07)

CITY OF MILWAUKEE
CONTRACTORS TIME REPORT

Contractor_____ **Contract No. C**_____ **Complete and return to Rm. 105, Neighborhood Services**
Sub-Contractor_____ **Period Starting**_____ **within 10 days following the completion of work on a**
Work Location_____ **Period Ending**_____ **contract, or every three months, whichever occurs first.**

NAME/ ADDRESS	Job Class.	Appren	RESIDENCY			GENDER	RACE	REGULAR HOURS		OVERTIME HRS.		HOURLY CONTRIBUTIONS TO BE MADE			
			Target Milw.	Non-Target Milw.	Non-Resident Milw.			Total Hours Worked	Hourly Rate*	Total Hours Worked	Hourly Rate*	Welfare Fund	Vacation Fund	Pension Fund	Other

***Exclude Welfare, Vacation, Pension Fund and Other Contributions unless they are paid as wages.**

State of Wisconsin) ss.
County of Milwaukee)

This is to certify that each and every employee was employed by me during the above period on the contract covered by this report as listed above and has been paid in full without rebate the amounts indicated, and that we have conformed with the requirements of Section 309-21 thru 309-37, Milwaukee Code of Ordinances, relating to Minimum Wage Scale, and any amendments thereto.

Subscribed and sworn to before me this _____ day of _____A.D.

_____
Company Officer's Signature

My commission Expires_____ _____
Notary Public Milwaukee County

_____
Type or Print Officer's Name & Title

SUMMARY OF HOURS WORKED

(TARGET RESIDENCY VS TOTAL HOURS)

Name	No. of Hours of Special Impact Area Workers	% of Total Hours	No. of Hours of All Other Workers	% of Total Hours	Total of All Worker Hours
Prime Contractor:					
Subcontractors:					
GRAND TOTAL					

FORM I (Rev.2009)

_____
Contractor Name

_____
DPW Contract No.

Employee Affidavit

Residents Preference Program

I certify that I maintain my permanent residence in the City of Milwaukee and that I vote, pay personal income tax, obtain my driver's license, etc. at _____,Milwaukee, WI _____
(Address) (Zip Code)

Residency status:

To verify my resident status, attached please find the following (check one)

_____ Copy of my voter's certification form.
_____ Copy of my last year's Form 1040.
_____ Copy of my current Wisconsin Driver's License or State ID.
_____ Copy of Other (i.e., Utility bill, Lease, etc.)

AND

Unemployment status:

I certify that I have been unemployed as follows: (Check those that apply)

_____ I have worked less than 1,200 hours in the preceding 12 months.
_____ I have not worked in the preceding 30 days.

OR

Underemployed status:

_____I certify that based on the attached chart (Income Eligibility Guidelines), I am underemployed.

_____
Print Name

_____
Sign Name

_____
Social Security Number

_____
Home Telephone Number

Subscribed and sworn to me this _____day

Of _____, _____ A.D.

My Commission Expires _____.

_____
Notary Public Milwaukee County

Income Eligibility Guidelines
July 1, 2013 to June 30, 2014

Eligibility determination is based on household size and income.
Total income must be *at* or *below* the amounts in this table.

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House-hold Size	Yearly	Monthly	Twice per month	Every 2 weeks	Weekly
1	21,257	1,772	886	818	409
2	28,694	2,392	1,196	1,104	552
3	36,131	3,011	1,506	1,390	695
4	43,568	3,631	1,816	1,676	838
5	51,005	4,251	2,126	1,962	981
6	58,442	4,871	2,436	2,248	1,124
7	65,879	5,490	2,745	2,534	1,267
8	73,316	6,110	3,055	2,820	1,410
9	80,753	6,730	3,365	3,107	1,554
10	88,190	7,350	3,675	3,394	1,698
11	95,627	7,970	3,985	3,681	1,842
12	103,064	8,590	4,295	3,968	1,986
For Each Additional Household Member Add	+7,437	+620	+310	+287	+144

Source Wisconsin Department of Public Instruction

Garage Deconstruction
Materials Reporting Sheet

Addsress: _____

Items	Type of Material(s)	Destination	Salvage/Recycled/Disposed?	Total Weight	Volume	Cost or Credit
Garage contents/debris/bushes,shrubs and trees						
Shingles & Roofing Materials						
Roof sheathing						
Exterior siding/cladding/trims and finishes						
Wall sheathing						
Masonry walls and materials (excludes slabs)						
Garage doors and windows						
Structural lumber (wall and roof framing)						
Metals						