

City of Effie, Minnesota

REQUEST FOR PROJECT COST QUOTE

That project will consist of Demolition of the Effie School Structures and Site Rehabilitation

PROJECT NAME: City of Effie – Effie School Demolition and Site Rehabilitation Project

City of Effie

PO BOX 129

Effie, Minnesota 56639

218-556-9578

cityofeffie@arvig.net

April 4, 2025

REQUEST FOR PROJECT COST QUOTE (QUOTE)
City of Effie - School Demolition and Site Rehabilitation Project
Effie, Minnesota

Article I. Introduction

The City of Effie requests that your company consider submitting a cost quote for services for the City of Effie – Effie School Demolition and Site Rehabilitation Project. The following information will outline the project goals and detail the format you should use to submit your quote. Please read the timeline carefully. For your quote to be considered, your submission must meet our deadlines included in the timeline under Section 2.02.

Section 1.01 Project Location and Project Owner

Your proposed cost quote will be for the City of Effie - Effie School Demolition and Site Rehabilitation Project located at 306 State Hwy 1, Effie, Minnesota, 56639.

Section 1.02 Management

City of Effie Clerk Carolyn Schmit and City of Effie Council Member Stuart Ostendorf will be managing this project on behalf of the City of Effie. They will be off location during the project. City of Effie Clerk Carolyn Schmit and City of Effie Council Member Stu Ostendorf will be responsible for the project's timely completion.

Section 1.03 Contact Information

Please contact Carolyn Schmit for questions about the cost quote submission details:

218-556-9578

cityofeffie@arvig.net

Please contact Carolyn Schmit for questions about the project details or for a project site visit:

218-556-9578

cityofeffie@arvig.net

Article II. The Project

Section 2.01 Mission

By the end of this project, we hope to achieve the following:

Complete demolition of all the structures and related infrastructure on the project site, removal and disposal of all demolition materials (all materials treated as hazardous), site excavation as needed, site fill and grading, and the addition of 3” of topsoil, grass seed, and straw mulch over all disturbed areas.

Section 2.02 Project Specifications

Please refer to the separate section describing the Project Specifications.

Section 2.03 Contractor Requirements

Should your quote be selected, we expect you to comply with the following requirements:

State of Minnesota Prevailing Wage Requirements

Per Minnesota Statutes Sections 177.41 through 177.44. The wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

Certified Payroll Records

As a condition of prevailing wage requirements, contractors and subcontractor(s) will be required to complete and submit certified payroll records to the City of Effie.

Minnesota Pollution Control Agency (MPCA), Local, State, and Federal Requirements

All the work proposed and performed must be in full compliance with the MPCA and other regulatory agencies.

For MPCA requirements visit: <http://www.pca.state.mn.us>

All required licenses, certifications, and permits must be possessed by the selected contractor at the beginning of the project.

Minnesota Department of Health (MDH) Requirements

All the work proposed and performed must be in full compliance with the MDH.

For MDH requirements visit: <https://www.health.state.mn.us/>

Due to assumed asbestos flooring, caulking, ceiling tiles, insulation and other possible asbestos hazardous materials located in the building, the selected company must be a licensed asbestos abatement contractor at the time of demolition and disposal.

The selected company must possess an asbestos rule variance for the demolition and disposal by the time work commences.

Section 2.04 Timeline

To achieve our project’s objective, we have set the following timetable. This timetable is subject to change by the managers of this project.

<u>Milestone:</u>	<u>Date(s):</u>
1. Site visits may be arranged by contacting the City Clerk	April 21 to April 30, 2025
2. Deadline for cost quote submission to City of Effie	May 12, 2025, by 2:00 pm
3. Selection announced	May 23, 2025
4. Demolition completed	August 15, 2025
5. Material removal and disposal	August 22, 2025
6. Site excavation, fill, grading	August 29, 2025
7. Topsoil added, grass seed spread, grass seed covered with straw mulch throughout site and any other disturbed areas	September 5, 2025
8. Project Completion Date	September 12, 2025
• No work to take place the dates of July 24 through August 3, 2025.	

Article III. The Cost quote

Section 3.01 Summary of Cost quote

(a) Expectations

The selection will be based on the information presented in the cost quote received. The City of Effie will award the project based on the lowest responsible cost quote, the quote must meet all other requirements. The City of Effie reserves the right to accept the lowest responsible quote. The City of Effie may refuse any contract without obligation to the City of Effie or to the company offering the cost quote.

(B) Cost Quote Deadline

All project quotes must be submitted to **City of Effie, PO BOX 129, Effie, MN 56639** by May 12, 2025, by 2:00 pm, to be considered for the City of Effie - Effie School Demolition and Site Rehabilitation Project.

(C) Selection Criteria

All quotes submitted will be reviewed and considered based upon the information provided with the quote. Only those cost quotes submitted by the deadline above will be considered. The following criteria will be the primary considerations for selecting the lowest responsible cost quote:

1. Submission of the cost quote in the correct format by the stated deadline.
2. The perceived ability for the proposing company's ability to deliver their services set forth in their quote.
3. Lowest responsible cost quote.

City of Effie may suspend or discontinue the selection process at any time without notice or obligation to the company(ies) that submitted the quote(s).

(e) Cost Quote Format: City of Effie suggests that you include the following information in your quote.

- (i) Company/Contractor Summary*
- (ii) Capabilities and Methodology (Including Approach to Safety)*
- (iii) Expected Results*
- (iv) Staffing and Management*
- (vi) Equipment*
- (vii) Expense Breakdown*
- (viii) Expense Summary*
- (ix) Licenses*
- (x) Insurance*
- (xi) References (Minimum of Two)*

Section 3.02 Cost quote Details

(a) Company/Contractor Summary

Include a brief overview of your company including your experience in dealing with similar projects. Also include the names or those people authorized to sign contracts for your business.

(b) Capabilities and Methodology

Summarize your company's capabilities in delivering the requested services. You should use this section to outline specifically your proposed method for achieving your goal. Include how you will incorporate safety in the completion of the project.

(c) Expected Results

Use this section to summarize the expected results of your methodology listed above. This should include a summary of your timeline for completing the project.

(d) Staffing and Management

List the project manager(s) in charge of completing the project.

(f) Equipment

Detail the equipment you will use for the completion of the project. If you will need additional services or space from the City of Effie, you should list those requirements here with a brief explanation.

(g) Expense Breakdown

Build a detailed list of all expected expenses. Please use the following expense line items.

- General Conditions
- Demolition
- Disposal/Documentation (quotes must indicate that all materials and their disposal will be treated as hazardous)
- Site Rehabilitation

(h) Expense Summary

Provide a summary of the total costs for your quote. You may also include a brief explanation of the contributing costs to the total cost.

(i) Licenses

If applicable, include the details of your licenses, permits, and compliance with regulations for the services you are proposing. If possible, enclose proof of your licenses. Please attest that you will have all required permits, licenses, and certifications at the time of the project.

(j) Insurance

The selected contractor must meet the following insurance requirements:

General Liability. The Contractor shall maintain Commercial General Liability Insurance in a minimum amount of \$1,000,000 per occurrence; \$2,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed liability. The City shall be endorsed as additional insured.

Automobile Liability. The Contractor shall maintain Automobile Liability Insurance, including owned, hired, and non-owned automobiles, with a minimum combined single liability limit of \$1,000,000 per occurrence.

Workers' Compensation. The Contractor shall maintain Workers' Compensation insurance for all its employees in accordance with the statutory requirements of the State of Minnesota.

Additional Insurance Conditions.

The Contractor shall, prior to commencing any services, deliver to the City a Certificate of Insurance as evidence that the above coverages are in full force and effect.

The Contractor's policies shall be primary insurance and non-contributory to any other valid and collectible insurance available to the City with respect to any claim arising out of the Contractor's performance under this Agreement.

The Contractor shall be required to defend, indemnify and hold harmless the City, from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of the Contractor's negligence or the Contractor's performance or failure to perform its obligations under the agreement.

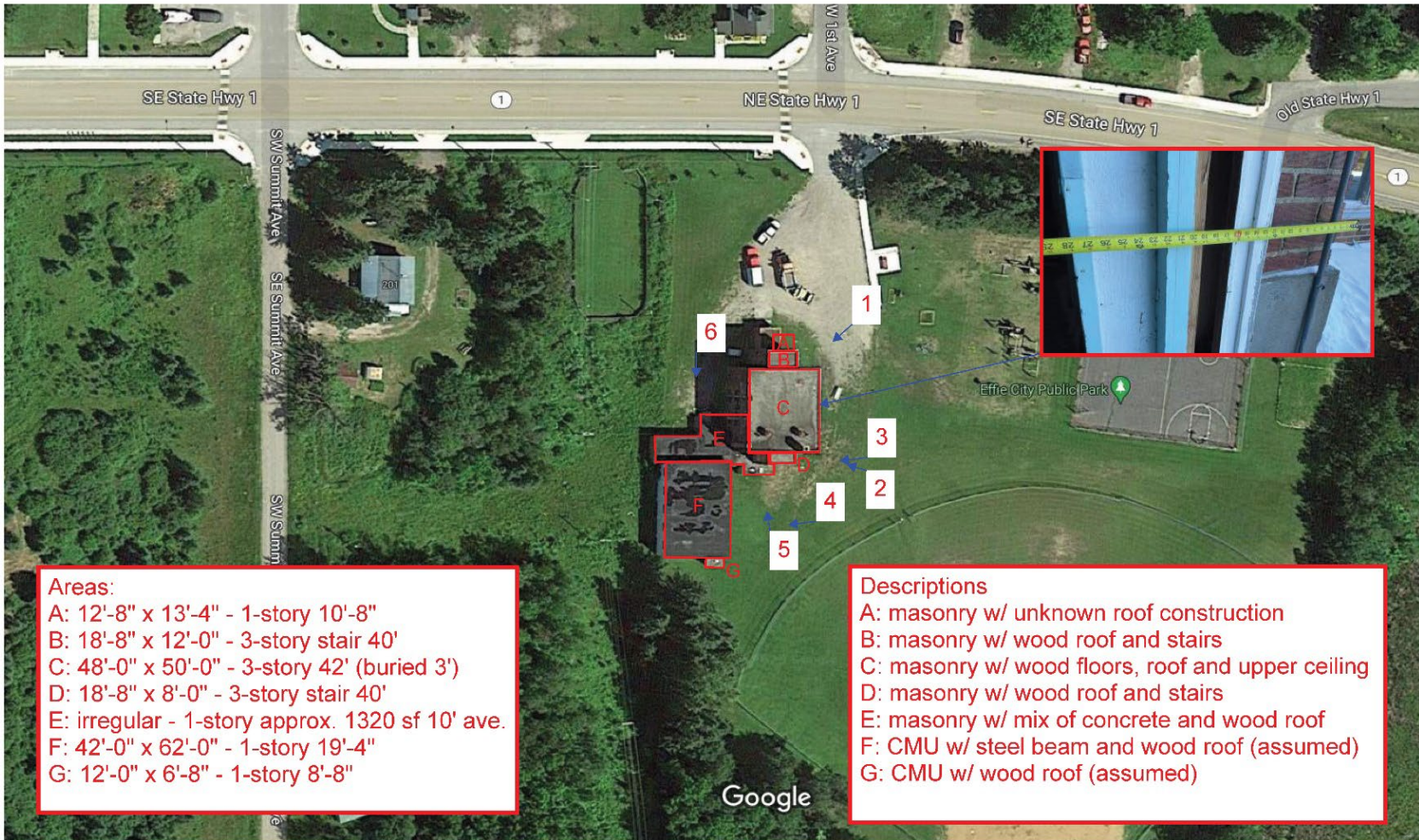
(k) References

Provide two references for past projects.

Project Specifics:

- Demolition - All Structures and Related Infrastructure as Identified in the Attached Map
- Material Removal/Transportation and Proper Material Disposal
- Site Excavation as Needed, Fill Added, Site Grading
- 3" of Topsoil Added, Grass Seed Spread, Grass Seed Covered with Straw Mulch throughout Site and any other Disturbed Areas





Areas:
 A: 12'-8" x 13'-4" - 1-story 10'-8"
 B: 18'-8" x 12'-0" - 3-story stair 40'
 C: 48'-0" x 50'-0" - 3-story 42' (buried 3')
 D: 18'-8" x 8'-0" - 3-story stair 40'
 E: irregular - 1-story approx. 1320 sf 10' ave.
 F: 42'-0" x 62'-0" - 1-story 19'-4"
 G: 12'-0" x 6'-8" - 1-story 8'-8"

Descriptions
 A: masonry w/ unknown roof construction
 B: masonry w/ wood roof and stairs
 C: masonry w/ wood floors, roof and upper ceiling
 D: masonry w/ wood roof and stairs
 E: masonry w/ mix of concrete and wood roof
 F: CMU w/ steel beam and wood roof (assumed)
 G: CMU w/ wood roof (assumed)



