

City of Pittsburg
Property & Sanitation Department

Request for Proposal
616 N Broadway
Structural Stabilization

Proposal Due Date:
Wednesday, October 8, 2025, by 2 PM

Request for Proposals
616 N Broadway Structural Stabilization

General Information

The City of Pittsburg is seeking a formal lump sum bid proposal for the cleaning out of existing materials and for structural stabilization of a three-story building located at 616 N Broadway.

The general scope of work includes;

- interior debris removal,
- structural floor to floor shoring installation for stabilization, and roof repairs.

Bidding Contractors must have or be able to obtain a Class A License from the City of Pittsburg for their proposal to be considered. The proposal shall be submitted & received at the City Clerk's office on or before 2 pm Wednesday,, October 8, 2025.

Electronic submission may be sent to the City Clerk tammy.nagel@pittks.org. It is the contractors responsibility to follow up with City Clerk to verify that submission packet has been received. She can be reached by calling 620.231.4100.

Contractors interested in submitting proposals are encouraged to email Jacob.bennett@pittks.org indicating interest for inclusion in email distribution of project information.

History:

The City of Pittsburg has obtained ownership of this property and seeks to expedite the stabilization of the building. The City has hired a consulting engineer to perform a Building Condition Assessment, an assessment can be found as Attachment A to this request for proposal.

Location of Project:

616 N Broadway Pittsburg KS 66762

Requirements:

- Temporary Construction Fencing with Screening — Attachment C for general location in both the alley and along Broadway.
- All material shall be removed from each floor.
- Coordinating and setting any temporary power poles and / or electrical needs related to the project work.
- All safety labor, material, and equipment required to perform work safely and in compliance with OSHA based regulations per scope of work.
- All labor, equipment, and materials required to access the roof of the structure safely from the exterior of the building.
- Temporary toilets and sanitary facilities that are necessary for employees to perform the work.

- All labor, materials, and equipment necessary for the installation debris chutes for utilization per floor of the building. These will be required at both the front and rear of the structure.
- All labor, material, and equipment required to remove debris, "clutter", or other items from the structure for the installation shoring and stabilization materials. ● All labor, material, and equipment for the installation of temporary shoring and stabilization measures.
- All labor, materials, and equipment for any traffic control measures necessary for loading and unloading of materials and equipment for the project.

Other items of note for contractors' knowledge in preparation of their proposals:

- All questions and inquiries shall be submitted in writing to jacob.bennett@pittks.org
- All items removed from the building shall be considered "refuse" and placed immediately into the dumpster for removal from the site. No items within the building shall be 'set aside" or considered salvageable. This is non-negotiable and no consideration for alternative options will be considered.
- Contractor's first project tasks will be to temporarily secure roof penetrations and provide positive drainage for roof structure. Contractor shall access roof from the exterior of building. Contractor is responsible for any support design they feel is required.
- No permit fees will be assessed for this project.
- Project shall be considered tax exempt.
- If the contractor deems a need for on-site water, it shall be discussed and coordinated with the Public Utilities department. No fees for water shall be included in the contractors' proposal.
- Contractor is required to keep structure secured upon execution of the Notice to Proceed.
- No existing building electrical will be utilized for this project. External temporary power or generators shall be utilized for contractor's needs.
- Contractor shall phase work from the first floor and go vertically floor to floor performing stabilization as directed by engineer.
- Contractor shall not proceed without the approval of consulting engineer.
- Final phase of construction shall be permanent roof repairs .
- Contractor shall carry builders risk insurance
 - Property coverage covering the building or building under construction that would include materials, supplies, and equipment on site or in transit. The contractor obviously has a good idea of this valuation/limit.
 - Policy limits should be equal to the total completed value of project, not the value of building at the time of purchase
 - Policy period should cover from the start of construction through project completion
 - Insured Parties must include Owner of building, General Contractor, and subcontractor
 - Is the contractor having a lender involved they usually are required to be named as a loss payee.

- GC carry the minimum of \$1 MM Occurrence/ \$2MM aggregate general liability coverage

Proposals shall include, but are not limited to the following:

- Lump Sum Price
- Use
- Terms

Evaluation Factors/ Basis for Award Consideration:

- Class A License
- Lump Sum Bid/Proposal
- Contractor Submitted Days
- Related / Similar Type Work Experience
- Staff, Equipment & Resources available to perform the work

Attachments:

- A. Building Location Photo
- B. Additional Photos
- C. Site Inspection – For Asbestos Containing Materials- Hyper Link
- D. Temporary Fencing Layout D — Hyperlink to viewable

Procedure

Tentative Project Schedule:

A tentative timeline is set forth below. This timeline is subject to change by the City, at the City's sole discretion, as events and conditions warrant.

- Proposal Release Date: September 12, 2025
- Last Day to submit questions October 1, 2025
- Proposal Due October 8, 2025
- Present to City Council October 14, 2025
- Notice to Proceed October 21

METHOD OF SUBMISSION:

Proposals shall be submitted by mail, hand delivered, or electronic submission to the following address. Envelopes used in submitting Proposals must be clearly marked, "PROPOSAL: 616 N BROADWAY- STRUCTURAL STABILIZATION PROJECT"•

Tammy Nagel, City Clerk tammy.nagel@pittks.org
City of Pittsburg, Kansas
201 w 4th St
P.O. Box 688
Pittsburg, Kansas 66762

The deadline for submission is Wednesday, October 8, 2025, by 2 p.m., Central Standard Time.

QUESTIONS AND ANSWERS:

Contractor inquiries shall be submitted in writing to

Jacob Bennett jacob.bennett@pittks.org

GENERAL TERMS AND CONDITIONS

Contract:

The successful CONTRACTOR will be required to enter into a written contract with the City.

Insurance:

The City of Pittsburg has certain insurance requirements that must be met. The CONTRACTOR will be responsible to purchase and maintain at its sole expense the following insurance coverage:

- Professional liability insurance covering negligent acts, errors or omissions of CONTRACTOR, its agents, officers, and employees. Total aggregate policies of insurance shall be in an amount of not less than Two Million Dollars and 00/100 Cents (\$2,000,000.00).
- A comprehensive general liability policy of insurance shall be purchased and maintained that lists the City as an additional insured. Such policy of insurance shall be in an amount of not less than Two Million Dollars and 00/100 Cents, (\$2,000,000.00)
- A Workmen's Compensation and Employer's Liability Policy shall be procured and maintained. This policy shall include an "all states" endorsement. Said insurance policy shall also cover claims for injury, disease or death of employees which, for any reason does not fall within the provisions of the Workmen's Compensation Law. Liability Limits shall not be less than:
 - Workmen's Compensation — Statutory
 - Employer's Liability - \$1,000,000.00) Each Occurrence.
- CONTRACTOR shall furnish the City copies of all insurance polies or certificates of insurance relating to the insurance policies that must be maintained hereunder.

In addition, insurance policies applicable hereto shall contain a provision that the City shall be given thirty (30) days written notice by the insurance company before each policy is substantially changed or cancelled.

Nondiscrimination Agreement

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

THE FOLLOWING DOCUMENTS
TO BE SUBMITTED FOR BIDDING PURPOSES:

PROPOSAL
BID FORM
SIGNATURE SHEET
CERTIFICATION REGARDING IMMIGRATION
REFORM & CONTROL

BID FORM

(Contractor may bid one or both parts of the bid. If bid separately, each contractor must include its own fencing, temporary power etc.)

Part 1: - Total Lump Sum Bid- interior debris removal

\$ _____

Total Calendar Days to Complete Project from Notice to Proceed _____

Part II - Structural floor to floor shoring installation for stabilization, and roof repairs

\$ _____

Total Calendar Days to Complete Project from Notice to Proceed _____

CITY OF PITTSBURG

Item: 616 N Broadway- Structural Stabilization Project

Closing Date: October 8, 2025 @ 2:00 PM Local Time

By submission of a bid and the signatures affixed thereto, the bidder certifies all products and services proposed in the bid meet or exceed all requirements of this specification as set forth in the request and that all exceptions are clearly identified.

Legal Name of Person, Firm or Corporation_____

Mailing Address_____ City, State & Zip Code_____

Telephone:(____)_____ Cell:(____)_____ Fax:(____)_____

Tax Number_____

CAUTION: If your tax number is the same as your Social Security Number (SSN), you must leave this line blank. DO NOT enter your SSN on this signature sheet. If your SSN is required to process a contract award, including any tax clearance requirements, you will be contacted by an authorized representative of the Division of Purchases at a later date.

E-Mail _____

Signature _____ Date _____

Typed Name _____ Title _____

In the event the contact for the bidding process is different from above, indicate contact information below.

Bidding Process Contact Name_____

Mailing Address_____ City, State & Zip Code_____

Telephone:(____)_____ Cell:(____)_____ Fax:(____)_____

E-Mail _____ If awarded a contract and purchase orders are to be directed to an address other than above, indicate mailing address and telephone number below.

Award Contact Name_____

Mailing Address_____ City, State & Zip Code_____

Telephone:(____)_____ Cell:(____)_____ Fax:(____)_____

E-Mail _____

CERTIFICATION REGARDING IMMIGRATION REFORM & CONTROL

All Contractors are expected to comply with the Immigration and Reform Control Act of 1986 (IRCA), as may be amended from time to time. This Act, with certain limitations, requires the verification of the employment status of all individuals who were hired on or after November 6, 1986, by the Contractor as well as any subcontractor or sub-subcontractor. The usual method of verification is through the Employment Verification (1-9) Form. With the submission of this bid, the Contractor hereby certifies without exception that Contractor has complied with all federal and state laws relating to immigration and reform. Any misrepresentation in this regard or any employment of persons not authorized to work in the United States constitutes a material breach and, at the State's option, may subject the contract to termination and any applicable damages.

Contractor certifies that, should it be awarded a contract by the City, Contractor will comply with all applicable federal and state laws, standards, orders and regulations affecting a person's participation and eligibility in any program or activity undertaken by the Contractor pursuant to this contract. Contractor further certifies that it will remain in compliance throughout the term of the contract.

At the City's request, Contractor is expected to produce to the City any documentation or other such evidence to verify Contractor's compliance with any provision, duty, certification, or the like under the contract.

Contractor agrees to include this Certification in contracts between itself and any subcontractors in connection with the services performed under this contract.

Signature, Title of Contractor Date