



1544 CONCORD ST SOUTH, SOUTH ST. PAUL

DEMOLITION SPECIFICATIONS

Issued by:
Dakota County Community Development Agency
October 27, 2025

Property: The scope of work is as follows:

- Demolition of a one and $\frac{3}{4}$ - story, wood-frame three-bedroom, one-bathroom single family home built in 1918. The building is approximately 963 finished square feet.
- Removal of any debris on property.
- Removal of mailbox.
- Removal of asbestos and hazardous materials as specified in the attached *Hazardous Building Materials Inspection Report*.

The building is vacant. Electricity is available.

Attachments: The following attachments are part of the scope of work.

- A. Site Map
- B. *Hazardous Building Materials Inspection Report*, dated October 20, 2025

Prepared by: Lisa Alfson for the Dakota County Community Development Agency. Direct telephone number is (651) 675-4467. Email address is lalfson@dakotacda.org.

Date Proposals Due: Wednesday, November 12, 2025 at close of business (4:30 p.m.)

INSTRUCTIONS TO BIDDERS

All bidders shall examine all documents and shall visit the site informing themselves of all existing conditions under which the work is to be performed. They shall record their own investigations relative to the structure of the grounds, existing buildings, obstacles that may be encountered, and any other relevant matters which may affect the work of bidding.

No special conditions or contingencies shall be added to the proposal form by a bidder. Proposals shall be signed by the individual if submitted by a sole owner, and all co-partners if submitted by a partnership. Proposals submitted by corporations shall state the correct corporate name and the state of incorporation, with the signature of an officer of the corporation authorized to bind the corporation to a contract.

The Contractor shall provide a brief statement of qualifications of his/her demolition work experience with residential structures. The Dakota County Community Development Agency (DCCDA) shall have the right to take such steps, as it deems necessary, to determine the ability of the bidder to perform the work.

All proposals over \$50,000 must be accompanied by a bid bond, cashier's check or certified check in an amount equal to five percent (5%) of the amount of the proposal, payable to DCCDA as a guarantee of prompt execution of the contract, in accordance with the proposal and contract documents, and that the bidder will furnish bond acceptable to the owner covering performance and payment. In the event the successful bidder does not enter into a contract, his/her bond or check will be forfeited to the owner in full amount as liquidated damages. Proposals may not be withdrawn within forty-five (45) days after the scheduled bid opening without the consent of the DCCDA.

Upon submittal of the final invoice, each contractor and all of their subcontractors must submit form IC-134 from the Minnesota Department of Revenue per Minnesota Statutes 290.92 and 290.97 concerning withholding of Minnesota income tax from wages paid to employees relating to contract services with the State of Minnesota and/or its subdivisions.

Proposals shall be submitted in an opaque, sealed envelope with the words "BID – DO NOT OPEN" and the contractor's name and address. Proposals should be mailed or delivered to the following address:

Lisa Alfson
Dakota County CDA
1228 Town Centre Drive
Eagan, MN 55123

Proposals may also be emailed to Lisa Alfson (lalfson@dakotacda.org) before the deadline. All paperwork may be submitted via email, EXCEPT if a bid bond, cashier's check, or certified check is required (see above for requirement).

The DCCDA reserves the right to accept or reject any or all proposals and to waive any informalities or irregularities in the proposals.

CONTRACTOR REQUIREMENTS AND DEMOLITION PROCEDURES

A. General Conditions

1. This write-up identifies demolition work to be performed at the above subject property.
2. All bids must be submitted for work performance within a 30-day period from "Proceed to Work Order" unless delay approved by the DCCDA.
3. After a "Proceed to Work Order" has been issued, any changes must be in writing and approved by the DCCDA in writing.
4. All work completed shall be done in accordance with state and local code requirements, and all necessary permits must be secured at the Contractor's expense. Please contact the City of Eagan regarding the necessary demolition permits. Eagan City Hall Phone: (651) 675-5000.
5. Bidding Contractors shall have and maintain the following insurance requirements during the period of demolition:
 - a. Coverage for bodily injury and property damage shall be an amount of not less than \$1,000,000 per occurrence. This *Comprehensive Liability Policy* will include but not be limited to the following coverage: premises – operations, products/completed operation hazard, broad form blanket contractual, broad form property damage and coverage for acts of independent contractors. Coverage includes explosions, collapse, and underground exposures.
 - b. The Contractor agrees to maintain a worker's compensation policy for all employees.
 - c. Additional liability insurance required shall include a comprehensive automobile policy including owned, non-owned, and hired vehicles in an amount of not less than \$1,000,000 each occurrence.
 - d. Contractor to supply *Umbrella Liability Policy* with limit per occurrence of at least \$1,000,000.
6. A final job contract shall be made between the DCCDA and the Contractor in conjunction with the contractor bid. The eventual contract shall include provisions for work completion dates, equal opportunity, and final job payment.
7. The Contractor shall avoid damage to trees during demolition and shall remove any damaged trees from the site should one be seriously damaged.
8. The Contractor shall avoid damaging sidewalks, streets, curbs, pavements, utilities, structures or any other property (except which is to be removed) either on or adjacent to the sites. The Contractor shall repair at his/her own expense any damage caused by operations.
9. The Contractor shall provide during demolition necessary barricades and fencing at the demolition sites during demolition as necessary to ensure safe conditions. This requirement will apply continuously and will not be limited to normal working hours.

B. Hazardous Materials

A *Hazardous Building Materials Inspection Report* has been completed for 1544 Concord St South, South St. Paul. The Report, provided as Attachment B, identifies wastes that have been determined by both the United States Environmental Protection Agency (USEPA) and

the Minnesota Pollution Control Agency (MPCA) to be a risk to human health and the environment if disposed improperly.

Special wastes and hazardous materials identified by the Report require recycling, special disposal, and/or special handling prior to demolition. Refer to Attachment B for detailed information on materials, location, and quantities.

Lead paint or lead-containing coatings may be present at the site. The Occupational Safety and Health Association (OSHA) regulates demolition and other activities which can potentially expose workers to lead paint or lead-containing coatings. The OSHA standards apply to all paint and other coatings containing lead in any detectable concentration. These standards, including exposure monitoring, will apply to any employees conducting work activities at the site that will impact the paint. It is the contractor's responsibility to communicate the presence of lead in paint to any person who may impact it.

All ACM removal shall be completed in accordance with MPCA, Minnesota Department of Health (MDH), and Minnesota Occupational Safety and Health Administration (MNOSHA) regulations and guidelines. All asbestos removal activities shall be completed by Minnesota licensed contractors using Minnesota certified Workers and Supervisors. Where required, the contractor will notify the MPCA and MDH prior to removal activities. **A copy of all notices must be provided to the Project Manager prior to removal of hazardous materials.**

All asbestos and other wastes shall be transported in accordance to U.S. Department of Transportation (USDOT) regulations. **Records of transportation and disposal shall be provided to the Project Manager with 45 days of disposal/recycling.**

C. Demolition and Site Clearance

1. All demolition work must be in compliance with the City of South St. Paul demolition permit and procedures.
2. Remove from site all structures to include but not limited to roof, walls, floors, signs, mechanical systems, foundation walls, footings, and fences. Haul away any other items on site to include debris, tree limbs, etc.
3. Remove from site all concrete slabs, cement steps, retaining walls, and parking asphalt, not to include city streets or sidewalks.
4. Backfill and complete final excavation as follows:
 - a. Fill footings and foundation area to level with current ground surface on property.
 - b. Backfilling materials shall be a well-graded gravel, gravel sand clay mixture having a maximum size of three inches with not more than 20% by weight passing the No. 200 mesh depth. Backfill materials shall meet MNDot Specifications 3149.B1.
 - c. Fill shall be compacted to a minimum of 95% of Standard Proctor Density, or 98% if within three feet of subgrade.
 - d. Demolition rubble will not be permitted in the backfill.
 - e. Final grade of the entire site shall be smoothly sloping and such that water ponding will not occur.

- f. The site shall be top dressed with black soil to a minimum depth of 4 inches and seeded with grass seed according to MNDot Specification 2575.
 - g. Erosion control materials or methods shall be employed on all areas with slope. The contractor shall be responsible for repairing washed out or eroded areas until turf cover is established.
- 5. If any fuel oil tanks are present in buildings, the Contractor will be responsible for removal and disposal according to state and local requirements.
- 6. **The DCCDA is not aware of any wells or septic tanks on the site.** Septic tanks or wells are to be removed and sealed in accordance with Minnesota Department of Health and/or Department of Natural Resources requirements.
- 7. Prior to the starting of work on removal of the building the Contractor will arrange to have any and all existing municipal water service, sanitary sewer service connections, gas, and electrical lines into the buildings cut off and permanently sealed in accordance with all regulations and ordinances of the City of Eagan. Also, the Contractor shall make arrangements with the utility or public service companies for removal of meters and other equipment owned by such companies. The Contractor will be responsible for maintaining or otherwise providing utility services to properties outside of or immediately adjacent to the property on which he is performing the wrecking operations.
- 8. The Contractor will be responsible for the maintenance and the condition of adjacent structures affected by the demolition operations and will be responsible for all damage incurred there from.
- 9. The razing of buildings or structures as required under the terms set forth in this Contract shall be performed in a coordinated and safe manner as herein provided and particularly:
 - a. No combustible debris shall be thrown, stored, or burned on adjacent parcels, sidewalks, streets, or alleys. Debris created from wrecking at each property must be disposed of as demolition or removal work proceeds.
 - b. Dropping of brick, stone, or concrete walls, or other materials on adjacent property, sidewalks, streets, or alleys is forbidden. All wrecking operations, storing, or processing of debris outside the boundaries of the properties covered by this Contract is forbidden.
 - c. No existing wall or partially demolished wall a height of eight feet or more, without adequate lateral support of any width or length, shall remain standing after working hours. Workers shall not be allowed to work below a piece of operating equipment.
 - d. Where excavations must be left temporarily, they shall be left in such a manner so as to avoid hazard to persons or property. The grade adjacent to foundation walls shall be sloped gradually in order that there shall be no sharp drop to the level of the basement hole, or where the adjacent grade cannot be sloped, open holes and foundations shall be protected by fences and barricades.
 - e. The use of explosives in the performance of the work under this Contract is prohibited.

- f. The Contractor is to provide protective fencing around the perimeter of partially demolished structures left temporarily, overnight, or for an extended period.
- 10. The operations of the Contractor shall be done in such a manner as to avoid fires and other hazards to persons and property, and interference with the use of other buildings or interruption of free passage to and from such buildings. Upon completion of the work at the buildings, and until time of final acceptance, the Contractor shall maintain the premises. The cleaning up of the premises shall include the removal and disposal of any rubbish, refuse, or other trash or materials lying within the property areas, whether or not such conditions have resulted from operations under this Contract.
- 11. The Contractor is required to furnish a flagman for any vehicular or equipment movement entering or leaving the property. Such a flagman will be required to properly direct pedestrian and vehicular traffic on City streets and alleys, so as to provide safe and satisfactory access or egress to the property.
- 12. The Contractor will be required to maintain a source of water and fire hose to adequately dampen and water down the structures as the demolition operations proceeds. Under no circumstances will dust and debris be allowed to blow or scatter from the demolition areas as a result of the Contractor's operation. The Contractor shall be required to provide adequate protection for the hydrant and water meter whenever water is being used. STRICT COMPLIANCE WILL BE REQUIRED.
- 13. All barricades and fencing must be kept free of advertising and miscellaneous bills, and hazardous conditions.
- 14. Before starting demolition work, the Contractor will be required to present his/her *Plan of Operations* for the wrecking of each structure for the review of the DCCDA; the Plan of Operations can be emailed to DCCDA contact.
- 15. The Contractor shall remove all walls including foundation walls, partition walls, columns, piers, beams, or other projection to include complete removal of areaways, areaway walls, footings and foundations.

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1544 CONCORD ST SOUTH, SOUTH ST. PAUL
PROPOSAL FOR ABATEMENT & DEMOLITION

The undersigned does declare that this proposal is made without improper connection with any other person making a proposal on this work and is fair in all respects and without collusion or fraud.

Please provide the cost to demolish and clear the buildings at 1544 Concord Street S, South St. Paul, Minnesota.

Total cost of labor and material (entire scope of work including removal of hazardous materials and asbestos, demolition, and site grading):

_____ Dollars (\$_____)

Estimated Project Completion Date: _____

Contractor Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Contractor Signature: _____

Title: _____

PROPOSAL CHECKLIST

Please submit all the following with your proposal. Incomplete bids will be rejected.

1. Signed proposal;
2. Statement of qualifications;
3. Proof of insurance; and
4. If proposal is over \$50,000, a bid bond, cashier's check, or certified check in amount equal to 5% of the proposal.