



2635 Talley Street Decatur, Georgia 30030 404-370-5571 • Fax: 404-378-4153

http://www.decaturga.com

Bid Addendum #1

February 16, 2024

### Project:

Structure Demolitions and Site Stabilization

600 Commerce Drive, 475 Landover Drive, 1010 North Parkwood Road

Decatur, GA 30030

Owner Representative:

**David Junger** 

Deputy City Manager

2635 Talley Street

Decatur, GA 30030

404-377-5571

Bid Date / Time / Location:

Bidders:

See attached list

February 27, 2024 (Tuesday)

2:00 p.m.

Decatur City Hall

509 North McDonough Street

Decatur, GA 30030

### Bidders:

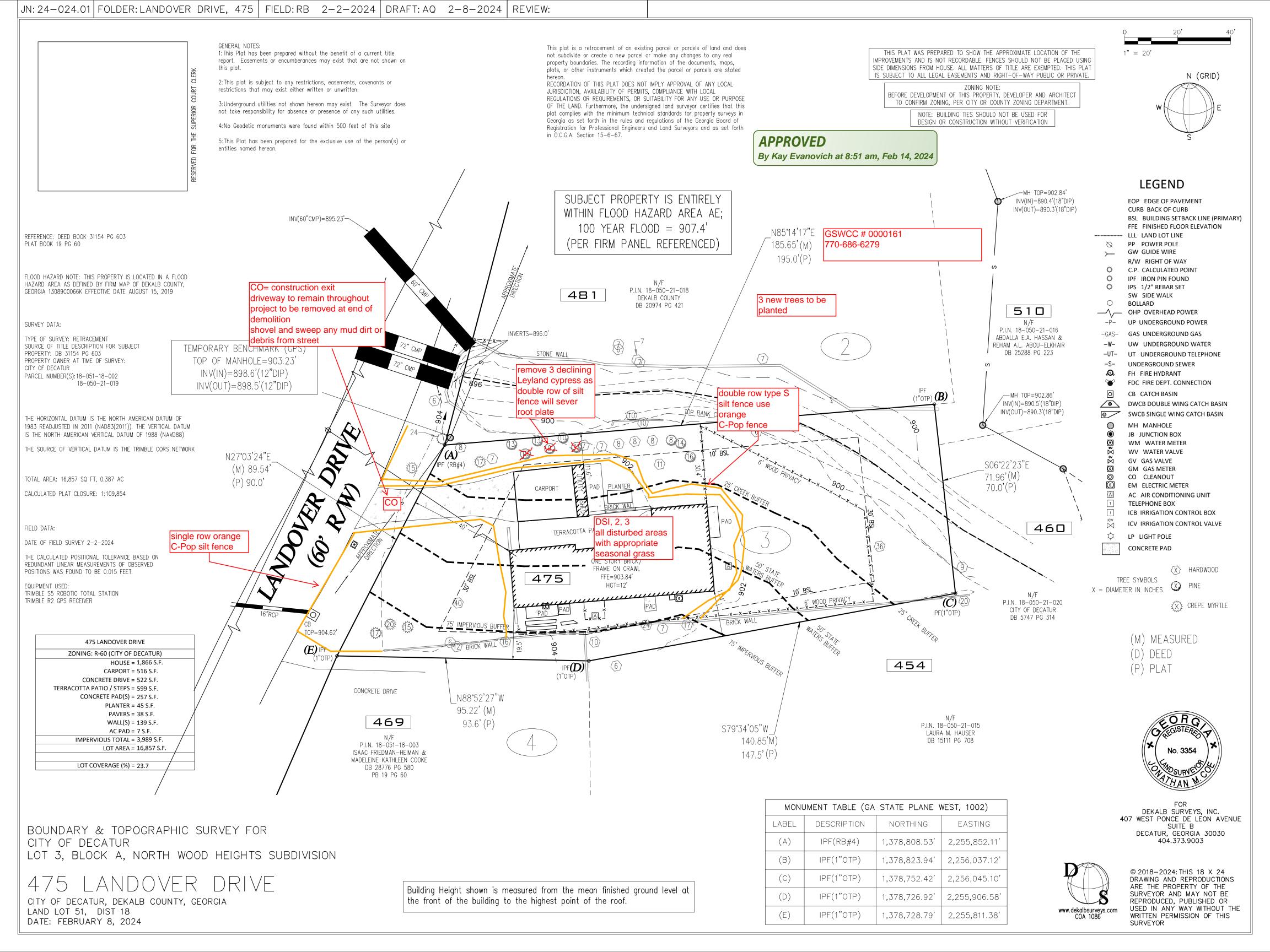
Please incorporate the following addendum items into your bidding documents in preparation for the bid opening on February 27, 2024.

### Changes / Additions to the Bid Documents:

- 1 add Survey / Tree Protection / Soil Erosion plan for 475 Landover Drive (see redline comments on the survey document)
- 2 add Single Family Demolition procedures document (procedures document provided by the City of Decatur Permitting Office)
- 3 Clarification: tree removals are not part of this contract.
- 4 Tree removals: 2 large oak trees will be removed from the front yard of 600 Commerce Drive prior to this contract being awarded.

5 – Landfill Use: Contractors may contract with DeKalb County Sanitation Division for roll-off container service. Use of DeKalb County is not required and is the responsibility of the contractor. Contractor is responsible for all associated container rental and disposal fees. Information can be found on the DeKalb County Sanitation website at <a href="https://www.dekalbcountyga.gov/sanitation/roll-container-request">https://www.dekalbcountyga.gov/sanitation/roll-container-request</a>. Private roll-off containers can not be hauled to the landfill. DeKalb County will not allow private haulers to use the landfill.

Acknowledge receipt of Addendum #1 by signicopy of this addendum in your bid submission.	
Signature	 Date
 Title	<del></del>



### Revised Procedures for Demolishing a Single Family Dwelling

Design, Environment and Construction Division 2635 Talley Street

P.O. Box 220
Decatur, Georgia 30031
404-370-4104 • Fax: 404-378-5054
http://www.decaturga.com



Effective October 1, 2018

The City of Decatur's Unified Development Ordinance defines demolition as: *The complete removal of a structure or a scope of construction (alteration, addition, renovation or reconstruction) of a structure where only the foundation of the original structure remains.* 

When a structure is demolished (by definition) within the City of Decatur all previous non-conformities are removed from the property and compliance with current codes and ordinances apply. Design, Environment and Construction monitors and inspects the demolition of single family residential structure very closely for the following reasons:

- Demolition of a structure within a fully occupied neighborhood is an activity that can be dangerous to the property, its adjacent trees and building occupants.
- Removal of a structure harboring animals, namely rodents, can cause these animals to migrate to other locations.
- The potential of hazardous materials present on the property

Prior to the demolition of any structures, the following policies and procedures are in place and must be followed exactly or the Building Official is authorized to enforce violations according to City Ordinance Section 1-12.

- 1. The Contractor shall submit demolition plans along with a permit application to the City of Decatur for Plan Review. **How to apply for a permit:**We no longer accept paper applications or applications via email. All applications must be submitted through our permitting portal <a href="www.communitycore.com">www.communitycore.com</a>. For access, email the following information to <a href="permits@decaturga.com">permits@decaturga.com</a>:
  - a. Primary contact name
  - b. Primary contact email
  - c. Primary contact phone number
  - d. Mailing address
  - e. State/Contractor's license
  - f. Business license
- 2. Once submitted, you will receive an email from no-reply@communitycore.com prompting you to sign in for the first time. From there, you'll be able to apply for permits, upload documents and photos, pay fees, and schedule inspections. Initial setup occurs once returning customers submitting new projects will need to log into the online permitting system and select "apply for a permit." or call 404-370-4104.
- 3. Upon review and acceptance of an application the Building Official shall post the property with a yellow placard within 7 days of receipt for a demolition delay not to exceed 15 days. This is a required delay and not a Permit! The 15 day demolition delay period will begin the day the permit was received and shall expire 15 calendar days after that date. At that point, if the permit application is valid and complete, the permit will be issued. If demolition is started without a permit, a Stop Work Order will be issued and a fine of double permit fees will be assessed at permit issuance.
- 4. During the 15 day demolition period the following activities are required of the Contractor.
  - a. A rodent letter shall be submitted from a certified Pest Abatement Specialist stating that the premises is clear of any and all rodents or signs of rodents. If the Pest Abatement Specialist finds evidence of rodents present, then the permit may be held until a clear has been provided in writing.
  - b. A report of hazardous materials (if any) found on the premises. Hazardous Materials and their disposal are the Jurisdiction of the State of Georgia, Environmental Protection Division. Compliance with these rules and procedures is the duty of the Contractor. No abatement for hazardous

- materials shall commence until a permit has been issued. Permits for abatement are not issued in advance of a permit for demolition.
- c. Attend a Pre-demolition conference. You will be contacted about this conference. This requirement may be waived by the Building Official if the Contractor has successfully completed demolition procedures in the past.
- 5. When the Permit is ready to issue, you will be notified by Design Environment and Construction. Upon payment of Permit Fees, the Contractor will be issued a building permit. Note that a permit will not be issued unless steps 1-3 are completed.
- 6. Once a permit has been issued the first action is to install a permit box, complete abatement activities (as required) and the disconnect of all utilities which include but are not limited to:
  - a. Electrical Connections at the Building
  - b. Cable and Telephone Connections at the Building
  - c. Gas lines cut and capped by Atlanta Gas Light at the street or easement location.
  - d. Water service shall be cut and turned up on private property. If the Contractor wishes to maintain water service during demolition and new construction activities, a hose bib may be installed on the turned up pipe.
  - e. Sewer Service shall be cut, turned up and capped on Private Property. A Stand pipe shall be clearly visible above ground
  - f. Septic Tanks (as applicable) shall be identified, pumped and removed entirely. Removal of the tank shall be reported to DeKalb County Health Department. Tank abandonment is permitted only with permission of the Building Official and only in circumstances where removal of the tank will result in damage to existing trees or poses some other hazard
  - g. Install all Erosion Control Measures (also known as BMP's), Tree Protection Fence, and Construction Entrance in accordance with the locations on the plans and details provided by the GSWCC Green Book. An existing driveway is not an approved Construction Entrance, excepting it is covered with approved fabric and stone per the provided by the GSWCC Green Book
  - h. Please note that Trees may not be removed or damaged as part of a Demolition Permit unless indicated as such on the approved tree plans. Removal of Trees under a demolition permit will result in a citation issued by the City Arborist.
- 7. Upon Completion of the utility disconnections and abatement, the Contractor shall request a building demolition inspection. Inspections are requested online via the CommunityCore Permitting platform. Inspections are generally completed the next day if requested prior to 3:30 p.m.. The engineering inspection will not be scheduled until this inspection is complete.
- 8. Upon completion of site and erosion control preparation and successfully passing the building inspection, the Contractor shall request a demolition engineering inspection. The engineering inspector will be checking for proper installation of erosion control and tree protection devices.
- 9. Only upon completion of the previous steps and passing of both inspections you will receive an OK to demolish and at that time the Contractor proceed with structure demolition.
- 10. If no new construction is to be completed on the property, the demolition site is to be stabilized immediately upon completion of demolition. An additional demolition final inspection shall be completed one the site is fully stabilized.

### Additional Items for Consideration Related to Single Family Home Demolitions

Any changes to the approved plans are to be submitted for review and approval prior to start of that portion of the project. Demolition operations must be in compliance with ALL approved plans. All permits and approved drawings are to be posted and available on site.

## Single Family Dwelling Demolition Procedures City of Decatur, GA

Page 3 of 3

Heavy construction equipment may not be utilized for demolition activities without prior approval. Dumpsters may not be located on the right of way and may not be located on yard or ground, but may be located on the existing driveway except as provided below. Demolition equipment of any kind may not be stored on the property until a demolition permit has been issued.

Building structures to remain intact must be evaluated for compliant structural integrity upon final inspection and if found stable must be protected from degradation. Failure to protect the structures may result in future determinations by the building official of the non-compliance such that demolition or further repairs would be required.

Interior Demolition or partial demolition permits are not issued on single family dwellings that are to be renovated. This scope of work must be included with the renovation permit submittal. Demolition permits are not issued to homeowner contractors to self-perform whole-structure demolition.

Document Created September 2018; Revised 2/15/2024

# Structure Demolition and Site Stabilization / Mandatory Pre-Bid Conference February 13, 2024 at 2:00 p.m. Decatur Public Works and Site Visits

# Sign in:

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404-805-8976	404-668-8498	A 678-360-0685	3145344-913	404-886-8x8	770-757-7149	70EP-10E-494	678422-28co	678-878-183	770-733-380	770783358	770 930005	770 935005	72-834-0473	228-246-3242	PHONE NUMBER
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