2026

Demolition of 2031 Auburn Ave

HAMILTON COUNTY LAND REUTILIZATION CORP.
221 E. FOURTH ST, STE 200, CINCINNATI, OH 45202

TABLE OF CONTENTS

INSTRUCTIONS TO BIDDERS AND SCOPE OF WORK 2
PROPERTY INFORMATION 3
PROPOSAL 4
GUIDELINES FOR VALID BID DURING THE PERFORMANCE OF DEMOLITION 7
ACCEPTANCE OF PROPOSAL AND CONTRACT AWARD 9
BID SUBMITTAL INFORMATION 12

INSTRUCTIONS TO BIDDERS AND SCOPE OF WORK

General

The Hamilton County Land Reutilization Corporation, "HCLRC," is an Ohio non-profit community improvement corporation organized and existing under Ohio Revised Code Chapters 1724 and 1702. The HCLRC, also known as "The Landbank," is a quasi-governmental entity that is tasked with taking on blighted, vacant, and unproductive structures and working to put them back into good use. The Landbank works throughout Hamilton County and currently owns over 1,200 properties. To accomplish this task, the Landbank is looking for proposals from qualified and registered general contractors to complete the demolition of structures.

Pre-Bid Meeting

On November 6th, 2026, at 9AM, a pre-bid meeting will be held with Landbank's Project Manager to tour the demolition site and review this Invitation to Bid. Meet at *2031 Auburn Ave, Cincinnati, OH 45219*.

Bid Proposal Instructions and Deadline

All Bid Proposals must be typed or written legibly on the forms in this Bid Proposal Packet. This entire signed and initialed Bid Proposal Packet, including any additional documents provided by the Supplier, shall be submitted to Hamilton County Landbank at its offices located at 221 E. Fourth Street, Suite 200, Cincinnati, Ohio 45202 or emailed to **lherrmann@cincinnatiport.org**.

*All Bid Proposals must be received by **5 PM on Wednesday, November 11th.***

Scope Of Work

The Contractor shall furnish all labor, materials, equipment, tools, expendable equipment, temporary services, and supervision required to provide the following:

1. Obtain and pay for demolition and DOTE permits and coordinate inspections.
2. Mechanically demolish structure and outbuildings, retaining walls, pavement/parking, walkways, and stairs on the property.
3. Haul remaining debris to licensed landfill.
4. Maintain Haul Logs for both debris and recycled material.
5. Remove all buildings, trash, and debris from the property.w
6. Remove all plants and brush from the property. Remove all trees in front of the property. Leave all large trees in the rear of the property.
7. Grade site to match the existing grade of adjoining properties. Seed and straw all disturbed areas.
8. Provide landfill receipts for general demolition debris.
9. Provide all waste manifests as required.
10. Provide photos before, during, and after each stage of demolition.
11. Provide 6ft temporary safety fencing.
12. Cap sewer lateral per Metropolitan Sewer District guidelines.

PROPERTY INFORMATION

ADDRESS:

2031 Auburn Ave, Cincinnati, OH 45219

LOT DIMENSIONS:

2031 Auburn Ave (0.334 Acres/8,157 SqFt)

NEIGHBORHOOD: Mt. Auburn

PARCEL ID #: 088-0008-0254-00

STRUCTURE ONE: 2,668 Sq. Ft.

STRUCTURE TWO: 1,206 Sq. Ft.

OF STORIES: 1.5 Stories

PREVIOUS USE(S): Medical Office



PROPOSAL

Item	Description	Estimated Quantity	Unit Price	Extended Price
1	Building Demolition (3606 Vine St) - including but not limited to: All structures - roofs, floor slabs, beams, columns, structural and non-structural walls; exterior/perimeter foundations, foundation footings, piers, retaining walls and pavement complete. All interior finish-out - furnishings, floor finishes, wall finishes, ceiling finishes, doors and windows. All facilities and equipment – heating, ventilation, air conditioning, plumbing, electrical and mechanical equipment complete. Handling, placement, compacting and grading of clean earth fill. All removed items shall be undercut to suitable material and then backfilled with approved clean fill material and compacted in lifts sufficient to prevent uneven settlement. All processing, handling, transportation and disposal of materials not retained by the Landbank. **Parking Lot and surrounding landscaping to be left in place.** **Retaining walls marked red to remain in place.** **Fill- Sloped to existing parking lot from street level**			



TOTAL BASE BID

Contractor TOTAL BASE BID (Division I and II) for the Work required per the Contract Documents:

TOTAL BASE BID $_____

Written sum _____

Calendar days to complete Contract complete in full (not to exceed 30 calendar days): _____

The Considerations for the performance of said contract is divided as follows:

1. Consideration for Materials $_____
2. Consideration for Other Obligations including Allowances $_____

Total Material and Other Obligations **$**_____

(Must equal TOTAL LUMP SUM BID)



GUIDELINES FOR VALID BID DURING THE PERFORMANCE OF DEMOLITION

Pre-Demolition

- Return all combination locks to HCLRC.
- Coordinate work performed by all utility companies, pay any fees required, and ensure there is no loss of utilities to surrounding properties.
- Submit demolition notice to Ohio EPA; Contractor is responsible for field-verifying and monitoring any ACM materials throughout the project.
- Secure all necessary permits including, but not limited to, Wrecking Permit, Sewer Permit, DOTE Permit, and Hydrant Permit. All Work shall conform to applicable codes and authorities having jurisdiction over service area. Each Contractor shall secure and pay for all permits, tests, and inspections as required by authorities having jurisdiction for Work.
- Notify the Landbank of the date and time of the demolition at least 48 hours prior to commencing work.
- Note: If a property contains significant personal waste (e.g., clothes, appliances, furniture, garbage), costs relating to removal of personal property will either be contracted separately or treated as an addendum.
- Property dimensions and quantities are obtained from Hamilton County Auditor's records and although deemed reliable, must be field verified.
- The Contractor shall visit the facility and site to become familiar with existing conditions prior to performing work.
- Properly disconnect bulkhead sewer connection.
- Comply with notification process and information from Ohio Utility Protection Service (OUPS).

During Demolition

- The Contractor shall provide a schedule showing start and end dates for each component of the project relative to the date of contract award. Perform demolition during normal work hours, Monday through Friday, 8:00 AM to 6:00 PM. Work is to start within 15 days of the Notice to Proceed. All work is to be completed within 30 days of the notice. There will be an assessment of one hundred dollars ($100) liquidated damages for each working day so that the contractor shall be in default of the contract completion date.
- Protect the City right-of-way and adjacent structures.
- Begin and complete contract work within the contract dates. The Landbank reserves the right to cancel the contract if not completed within the time limitations of this contract without making substitutions or payments for work not completed.
- Minimize noise, dust, and inconvenience to neighbors. Use water for dust control during demolition operations.

Post Demolition

- After the removal of the building, asphalt/concrete slabs, etc. all removed items shall be undercut to suitable material and then backfilled with approved clean fill material and compacted in lifts sufficient to prevent uneven settlement.
- Backfill shall consist of clean, natural soil or approved engineered fill that is free of:
    - Construction and demolition debris;
    - Concrete, brick, block, asphalt, and glass;
    - Wood, roots, vegetation, and other organic matter;
    - Trash and deleterious material;
    - Frozen soil or ice;
    - Contaminated or regulated material; and
    - Oversized material that prevents uniform compaction
- **Fill and Compaction:** within the former building footprint and other potential redevelopment areas shall be compacted to at least **95 percent of the maximum dry density determined by ASTM D698**.
- The upper 12 inches of areas intended for future pavement or building access shall be compacted to the same standard or a more stringent project-specific standard directed by the Owner.
- Fill shall not be placed on saturated, frozen, or unstable subgrade.
    - The Contractor shall rework, dry, aerate, moisture-condition, or replace material that does not meet the required density.
- The contractor shall provide HCLRC prior to, and as an additional condition of payment for work performed, with **verified original receipts from an approved land fill or dump site**, evidence that all waste material from the job site contracted herein was disposed of in a proper manner. Receipts shall bear the job address, location of land fill, or dump site, cubic yardage dumped and bear the signature of the contractor's driver. In the event such land fill receipts are not provided, **HCLRC shall withhold payment until received and approved thereof.**

Jobsite Safety

- Provide protection, warning signs, barricades, fall protection, and take all necessary precautions to protect workers and bystanders. Eliminate unnecessary hazards before leaving the jobsite at the end of each day.
- Reinstall fall protection and safety precautions at the end of each workday if removed during that day.
- The Contractor is responsible for the overall security and protection of the work during the contractual period.

- **A Bid Bond is not required. However, a performance bond for 100% of the contract value is required.**

Requirements

- Contractor shall conduct on-site project meetings with Landbank staff. Provide a meeting agenda and minutes at that meeting. If the anticipated project duration is less than 14 days, a meeting shall be held prior to work start, midway through, and at the conclusion of work. If the anticipated work exceeds 14 days, meetings shall be held weekly.
- Contractor will assist HCLRC by providing the information necessary for ODOD reporting requirements, and all of the following should be delivered to HCLRC in addition to, but not limited to:
    - Sending demolition permit notifications to the Ohio Environmental Protection Agency.
    - Local demolition permit(s) and/or inspections(s).
    - Landfill receipts for general demolition debris.
    - Before, during, and after pictures of demolition activity.

ACCEPTANCE OF PROPOSAL AND CONTRACT AWARD

It is the intent of Hamilton County Landbank to award a contract provided the proposal has been submitted in accordance with the requirements of the **2031 Auburn Ave Demolition**. Hamilton County Landbank shall have the right to waive informalities and irregularities in a proposal received and to accept the proposal, which, in Hamilton County Landbank's judgment, is in the Landbank's best interests.

All proposals shall be organized in the following manner:

a. Contact Information. Name, address, phone number of the firm as well as name, phone number and email address of the firm's representative.
b. Completed Proposal.
c. Description of Proposed Services and Specifications. Information on any variations or additions to scope is recommended.
d. Proposed Scheduled Finish Date. If specific dates cannot be provided the approximate number of weeks required to complete the project once started is permissible

In determining the lowest and best proposal, the following items will be considered in addition to the proposal amount:

a. The record of the Contractor in performing other Hamilton County Landbank projects and/or similar publicly funded projects.

b. The record, experience, and ability of the Contractor to execute services of the like character, scope, and size.
c. Contractor has adequate equipment and facilities to perform the services properly in a timely and expeditious manner.
d. Contractor has suitable financial status to meet obligations incident to services.
e. Contractor has appropriate technical experience in projects of similar scope and conditions.

Project Administration

Contractors are required to sign a Contractor Agreement with the Landbank to govern the relationship with the Notice to Proceed issued for work to commence.

Insurance Requirements - Contractor agrees to obtain, at its own expense, to have in force before commencing any work, and to maintain at all times while work is being performed under this Agreement, the following insurance:

a. Workers' Compensation Insurance in accordance with the requirements of the Applicable laws of the State of Ohio; Stop-Gap Employer's Liability insurance with limits of not less than $500,000; Bodily injury coverage of $500,000 for each employee and $500,000 in the aggregate (this may be provided as part of the Commercial General Liability policy).

b. Commercial General Liability Insurance, including contractual liability, bodily injury and property damage combined at a minimum of $1,000,000 for each occurrence; personal and advertising injury coverage of $1,000,000 for any one person or organization and $1,000,000 in the aggregate. The policy should be endorsed to include:

i. Hamilton County Land Reutilization Corporation, the Port of Greater Cincinnati Development Authority (Management Company for the HCLRC) and any other persons or entities required by contract are to be additional insureds under ISO Additional Insured Endorsement CG 2010 11 85 or equivalent (attached hereto).

ii. Additional insured status must include ongoing operations as well as completed operations and work.

iii. Additional Insured status must be on a primary and non-contributory basis. Endorsement CG 2001 or equivalent (attached hereto).

iv. The commercial general liability insurance should also include a waiver of subrogation in favor of the Hamilton County Land Reutilization Corporation, Port of Greater Cincinnati Development Authority, and any other persons or entities required by contract to be additional insureds (suggested wording attached hereto).

v. The commercial general liability should include a minimum 30-day notice of cancellation provision to the Hamilton County Land Reutilization Corporation.



c. Automobile Insurance for owned, non-owned, and hired vehicles for a combined single limit of not less than $1,000,000 for each occurrence. The policy should be endorsed to include the Hamilton County Land Reutilization Corporation, Port of Greater Cincinnati Development Authority, and any other persons or entities required by contract to be additional insureds on a primary and non-contributory basis.

d. Umbrella/Excess Liability Insurance, with coverage for Commercial General Liability and Automobile Liability with minimum limits of $5,000,000 for each occurrence and $5,000,000 aggregate. The policy should be endorsed to include:

i. Hamilton County Land Reutilization Corporation, Port of Greater Cincinnati Development Authority, and any other persons or entities required by contract are to be additional insureds.

ii. Additional insured status must include ongoing operations as well as completed operations and work.

iii. Additional Insured status must be on a primary and non-contributory basis.

iv. The umbrella/excess liability should also include a waiver of subrogation in favor of the Hamilton County Land Reutilization Corporation, Port of Greater Cincinnati Development Authority, and any other persons or entities required by contract to be additional insureds.

v. The commercial general liability should include a minimum 30-day notice of cancellation provision to the Port of Greater Cincinnati Development Authority.

Liability Waiver

a. Contractors and their subcontractors are required to sign and date a "General Liability Waiver" to access and tour any properties. Signed waivers can be scanned and emailed to the contact information in section 4 or delivered to the on-site Landbank representative.

b. Upon award of a project, the general contractor is responsible for collecting signed "General Liability Waiver" from all visitors, laborers, tradespeople, and managers to staff. Signed and dated "General Liability Waiver" can be submitted along with invoices.

Payment

a. Payment will be made in full upon the completion of the work.
b. Signed and notarized lien waivers are required from contractors and all subcontractors when submitting invoices.



BID SUBMITTAL INFORMATION

SUBMISSION DATE : _____

Company Name: _____

Name Of Person Authorized To Sign: _____

Signature Of Person Authorized To Sign: _____

Title: _____

Address: _____

Phone No. _____

Fax No. _____

Email: _____

State Contractor License Number: _____

NOTARY STATEMENT

State of: _____
County of: _____
On this the _____ day of _____, 20___, before me, _____
a Notary Public, personally appeared, or proved to me on the basis of satisfactory evidence to be the person(s) whose name (s) is/are subscribed to within the instrument, and acknowledged that he/she executed it. WITNESS: My hand and Official Seal.

Signature Of Notary Public: _____

My Commission Expires: _____