

Demolition Policy

Adopted May 21, 2013

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Approved as Amended September 15, 2017

One of the land bank's primary responsibilities is blight elimination. Demolition of vacant and abandoned structures is a key element in eliminating blight. Demolition may occur in conjunction with a transfer to a qualified end-user. Demolition may also occur while the Land Bank works to identify a side lot end-user or users who will take title to the future unimproved land, or in coordination with land assembly for future use.

General Demolition Procedures

1. Property Inspection
 - Prior to acquisition, the Land Bank will engage a property inspector or internal staff who will evaluate the current condition of any structures on the property.
 - Upon return of the inspection report, the Land Bank will coordinate its resources to make a final decision regarding demolition of the property.
2. Asbestos Survey
 - Land Bank will order an asbestos survey from a qualified asbestos consultant.
3. Selection of Demolition Contractor and Award of Contract
 - Land Bank will compile a list of qualified demolition contractors.
 - Pre-qualified demolition contractors must fill out contractor verification form, be registered with the City of Mansfield and supply the following:
 - Proof of insurance
 - Copy of workers comp
 - W-9
 - Contractors who do not maintain insurance, workers comp and/or do not follow EPA regulations will not be able to bid on demolition projects.
 - Land Bank or its agent will prepare detailed bid specs for demolition/abatement and solicit bids from pre-qualified contractors. Properties may be bundled for bid purposes.
 - Contract will be awarded to contractor providing lowest and best bid.
 - For purposes of this Policy "best" bidder includes, but is not limited to:
 - Contractor's financial position,
 - Contractor's experience,
 - Prior dealings between Land Bank and Contractor,
 - Equipment available to Contractor to perform work,
 - Contractor's demonstrated ability to execute a demolition in accordance with all applicable Land Bank guidelines and relevant laws
 - Bid complies with bid specifications in all material respects and contains no irregularities or deviations from the specifications which would affect

the amount of the bid or otherwise give the bidder a competitive edge

- Contractors performance on previous contracts
- Land Bank reserves the right to limit number of contracts awarded to one (1) to first time bidders for the purpose of permitting the Board to determine new bidder's ability to perform, execute and timely complete each contract in order to prevent the loss of funding.
- Land Bank reserves the right to limit number of contracts awarded to any existing pre-qualified contractor in cases where the Board has determined contractor's inability to perform, execute or timely complete previous contracts in order to prevent the loss of funding.
- Executed contract will include all necessary permitting, environmental compliance, total removal of the structure, including but not limited to foundation or substructure, driveway, walkways and septic tanks, proper disposal of debris, grading of lot and planting of grass.
- Other contract requirements may be included as necessary.
- Deconstruction of the structure may be permitted to recover important historic materials or architectural details. A nonprofit or community group with experience in deconstruction may contact the Land Bank regarding a specific property scheduled for demolition. Where health and safety concerns or timely coordination of the demolition make deconstruction impractical, a request may be denied.

4. Post-demolition

- Property will be inspected to ensure that contractor has fulfilled all contract requirements prior to release of final payment.
- If Land Bank continues to hold title to the property, a maintenance plan will be established in compliance with the Land Bank's Maintenance Policy.