



St. Charles City-County
Library

Request For Bid

St. Charles City-County Library District

Demolition Work

at

**2344 W. Meyer Rd.,
Wentzville, MO 63385**

October 1, 2026

St. Charles City-County Library District

Demolition Work

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Request for Bid Schedule

Issue Date:	October 1, 2026
Description:	The St. Charles City-County Library District seeks Bids for Demolition Work at 2344 W. Meyer Rd., Wentzville, MO 63385.
Web site address:	https://www.stchlibrary.org/bids-and-rfps
Bid Delivery Address: (by mail or hand delivered)	St. Charles City-County Library District Central Services Building Ms. Chris Donnelly Purchasing & Building Project Manager 77 Boone Hills Drive, St. Peters, MO 63376 <i>Note: Hand-delivered bids are to be placed in the package bin located on the Central Services Building loading dock.</i>
Bid Administrator:	Ms. Chris Donnelly Purchasing & Building Project Manager 636-441-2300 x1564 cdonnelly@stchlibrary.org
Inspection and Site Conditions	Bidders are responsible for becoming familiar with the site, access, existing structures, utilities, debris, grading, drainage, and other observable conditions that may affect the work. Bidders should coordinate any site visit with Tauquincy Logan at tlogan@stchlibrary.org before submitting a bid. Questions or discrepancies should be submitted by the question due date stated in this Bid Schedule.
Written Questions Due:	Friday, October 16, 2026 by 2:00 pm CT Email questions to: Tauquincy Logan, Facilities & Logistics Manager at purchasing@stchlibrary.org
Response to Questions Issued by Addendum:	Wednesday, October 28, 2026 by 2:00 pm CT https://www.stchlibrary.org/bids-and-rfps
Bids Due:	Wednesday, November 4, 2026 by 10:00 am CT
Public Bid Opening:	Wednesday, November 4, 2026 at 10:15 am CT St. Charles City-County Library Central Services Building 77 Boone Hills Drive Saint Peters, MO 63376
Notice of Award:	Upon Board of Trustees Approval

Request For Bid
St. Charles City-County Library District
Demolition Work
2344 W. Meyer Rd., Wentzville, MO 63385

October 1, 2026

The Board of Trustees of the St. Charles City-County District (the “Library”) requests the submission of Bids (“Bid” or “Bids”) in response to this Request for Bid from qualified businesses for Demolition Work (the “Project”) for the following location: 2344 W. Meyer Rd., Wentzville, MO 63385 (“Project Location”). All Bids must be received no later than 10:00 am CT on Wednesday, November 4, 2026, by:

Ms. Chris Donnelly
Purchasing & Buildings Project Manager
St. Charles City-County Library District
Central Services Building
77 Boone Hills Drive
St. Peters, Missouri 63376

Bidders are responsible for examination of all the documents and requirements for the Project. A Bidder shall complete the Bid as required in this Request for Bids and deliver the completed Bid in a sealed envelope marked **“Demolition Work at 2344 W. Meyer Rd., Wentzville, MO 63385 RFB.”**

To preserve the integrity of the selection process, questions regarding this Request for Bid should only be directed to Ms. Tauquincy Logan by email at purchasing@stchlibrary.org. The email subject line should be **“Demolition Work at 2344 W. Meyer Rd., Wentzville, MO 63385 RFB - Inquiry”**. The deadline for questions is 2:00 pm. CT, Friday, October 16, 2026. Questions will be answered in an addendum posted on the Library’s website <https://www.stchlibrary.org/bids-and-rfps> by 2:00 pm CT on Wednesday, October 28, 2026.

It is anticipated that the Bids will be presented at a future Board of Trustees meeting.

The Library reserves the right to reject any and all Bids and to waive formalities in the best interest of the Library.

BACKGROUND

The Library is a political subdivision of the State of Missouri. The Board of Trustees (“Board of Trustees”) of the Library is a body corporate with all the powers and rights of like or similar corporations serving more than 430,000 Library residents.

All management and control of the Library is vested in a Board of Trustees consisting of nine Trustees appointed by the County Executive of St. Charles County or Mayor of the City of St. Charles. The Trustees serve staggered three-year terms.

The Board of Trustees appoints the Chief Executive Officer (“CEO”).

- Missouri law prohibits all employers from employing aliens unlawfully present in the United States to perform work within the State of Missouri, including the Project, and Bidders must comply with the provisions relating thereto in Section 285.530 RSMo, as amended.
- State law also requires all employees working on the site of public works projects, including the Project, to have received safety training pursuant to Section 292.675 RSMo, as amended.
- The successful Bidder(s) (contractor and subcontractors) must require all on-site employees to complete the ten-hour construction safety training program required under Section 292.675 RSMo, as amended, if they have not previously completed the program and have documentation of having done so. The successful Bidder(s) will forfeit as a penalty to the Library \$2,500 plus an additional \$100 for each employee employed by the successful Bidder (contractor or subcontractor) for each calendar day or portion thereof, such employee is employed without the required training.
- In accordance with Section 290.250 RSMo, as amended, not less than the prevailing hourly rate of wages, as set out in Annual Wage Order No. 33 and made a part of this Request for Bid, must be paid to all workers performing work on the Project. The successful Bidder(s) shall forfeit as a penalty to the Library \$100 per day (or portion of a day) for each worker that is paid less than the prevailing rate by the successful Bidder(s) (contractor or any subcontractor).
- Every transient employer must comply with Sections 285.230 through 285.234 RSMo, as amended, when applicable.

- Pursuant to Sections 34.070 and 34.073, the Library prefers to purchase those materials, products and supplies which are produced, manufactured, compounded, made or grown, within the State of Missouri when they are found in marketable quantities and are of a quality suited to the purpose intended, and can be secured without additional cost over out-of-state products. Quality and fitness of articles will be considered in making purchases or letting contracts. Similarly, in letting contracts for the performance of any job or services, the Library prefers Missouri firms, corporations or individuals, or firms, corporations or individuals which maintain Missouri offices, when the quality of performance promised is equal and the price quoted is the same or less.

Public entities, as well as the successful Bidder(s), shall comply with these laws. Failure to comply with many of these laws constitutes a misdemeanor for the successful Bidder(s). The purpose of these laws is to protect the tax base, keep workers safe and ensure that construction remains a high-skilled enterprise.

The Library is a Tax Exempt entity and the submitted Bid is to be without Missouri sales tax. The Library will supply the successful Bidder(s) with a Certificate of Exemption from the Missouri Sales Tax.

In addition to the general requirements listed above, the successful Bidder(s) shall comply with all laws, ordinances, regulations, applicable zoning and building requirements, and orders of federal, state, county, and local governing authorities pertaining and applicable to each Project Location, the successful Bidder(s) and/or the Library.

Applicable insurance coverage must be provided by the successful Bidder before any work can be started on the Project.

Contractor shall have full continuing responsibility to expedite and ensure delivery as required, receive, store and install materials and equipment in accordance with the Contract Documents, protect and maintain them in proper condition and repair, replace and make good any damage thereto without cost to the Library until the work is accepted.

These general requirements, this Request to Bid, the Bid Form, attached hereto as Exhibit A and the specifications, drawings, schedules and instructions of the Project shall be incorporated in the contract and/or purchase order signed by the parties should the Bidder be awarded a contract under this Request for Bid. The successful Bidder is expected to enter into a written contract with the Library.

SCOPE OF WORK

The following Scope of Work provides an overview of the terms and conditions being sought by the The St. Charles City-County Library for the Project:

Demolition Work at 2344 W. Meyer Rd., Wentzville, MO 63385

Project Description

The project consists of demolition work at [2344 W. Meyer Rd., Wentzville, Missouri](#). The scope is the complete removal of the house building structure and three pole-barn/outbuilding structures, removal of associated foundations, footings and concrete slabs, hauling/disposal of demolition debris, asbestos-containing material (ACM) abatement, septic and well work, utility coordination, site restoration, and related demolition activities.

BASE BID SCOPE OF WORK

- ACM work

The original linoleum flooring adhesive was tested and found to contain ACM. The bid shall include all labor, equipment, materials, containment, handling, transportation, disposal, and other requirements necessary to safely perform the ACM work.

Remove ACM-containing flooring/linoleum from the kitchen, living room/foyer, and two bathrooms, included areas identified as approximately 825 SF.

Provide asbestos abatement and disposal in accordance with applicable laws, regulations, and disposal requirements.

Bidder shall identify any assumptions, exclusions, or additional ACM-related work not included in its base bid.

- Complete removal of the house building structure.
- Complete removal of three pole-barn/outbuilding structures.
- Removal of footings and foundations.
- Removal of approximately 2,000 SF of concrete slabs.
- Haul off and disposal of demolished materials, including landfill fees.
- Obtain and pay for all necessary demolition permits.
- Provide dust control in accordance with applicable county requirements.
- Fill, compact, and grade disturbed areas.
- Seed and straw disturbed areas.
- Remove perimeter and lot fencing.
- Drain and remove the septic system/septic tank.

- Remove and cap the well.
- Perform utility locates and coordinate utility disconnects.
- Provide dumpsters and normal demolition hauling.

BID REQUIREMENTS

1. The Bid must arrive no later than **10:00 am CT on Wednesday, November 4, 2026**. No bids will be accepted after this time and any Bid arriving after this time will be unopened and not included.
2. The Bid shall be delivered by mail, overnight delivery, or in-person** to:

Ms. Chris Donnelly
Purchasing & Buildings Project Manager
St. Charles City-County Library District
Central Services Building
77 Boone Hills Drive, St. Peters, MO 63376

**Note: In-person deliveries are to be placed in the package bin located on the Central Services Building loading dock.

3. The Bid shall bear the following legend:

Demolition Work at 2344 W. Meyer Rd., Wentzville, MO 63385 - RFB

4. Each Bidder shall submit one complete copy of the Bid and one “public/press” copy of the Bid from which the individual or firm should redact any information which it deems confidential or proprietary. The Bid must clearly and easily identify the individual or firm and contain the name, address, and a telephone number of its principal spokesperson, which may be released by the Library as public information as required by applicable law and/or Library policy.
5. Any Bidder desiring an explanation or interpretation of this Request for Bid must request it in writing no later than **2:00 pm CT on Friday, October 16, 2026**, and such request should be emailed only to Tauquincy Logan, Facilities and Logistics Manager, at purchasing@stchlibrary.org.
6. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a Bidder concerning a solicitation will be furnished promptly to all other Bidders as an addendum of this Request for Bid, if that information is necessary in submitting Bids or if the lack of it would be prejudicial to any other prospective Bidders. It is the responsibility of all Bidders to check the Library website <https://www.stchlibrary.org/bids-and-rfps> for all issued Addenda prior to responding to this RFB.

7. If this Request for Bid is amended, then all terms and conditions which are not modified shall remain unchanged. **Bidders shall acknowledge receipt of addendums to this Request for Bids by identifying the addendum number and date on the Bid Form.**
8. No Bid shall be withdrawn for a period of 90 days subsequent to the opening of the Bid without prior written consent of the Library.
9. The **COVER LETTER** must indicate that the signer is authorized to bind the Bidder contractually and must identify the title or position of the signer. The **COVER LETTER** shall also contain the following:
 - (i) The Bidder's name, address, telephone number and email address;
 - (ii) A statement that (a) the Bidder is willing and able to provide the goods and services required for a successful engagement; (b) the Bidder has read and understands the Request for Bid; (c) the Bidder has visited and examined the Project Location; and (d) the Bid is made in accordance with the Request for Bid and is based upon the materials, products, systems and equipment required by the Request for Bid;
 - (iii) The name of the individual within the Bidder, who will be the primary contact concerning this engagement;
 - (iv) Copies of all license(s) from any applicable governing authority to do business at the Project Location and certificate of good standing from the State of Missouri, as applicable;
 - (v) Bid security in the form of a bid bond of not less than 5% of the Bid amount; and
 - (vi) Documentation and sworn affidavit with respect to employees working in connection with the Bid, affirming enrollment in a Federal Work Authorization Program.
10. Any unsigned submission shall be rejected.
11. Provide a Labor Rate Work Sheet for each applicable trade that clearly breaks down how the values of straight, overtime and double time are derived. Provide any terms of premium time and the rate effective dates. These rates may be used for Add Services.

12. The Library is not liable for any cost incurred by the Bidder prior to issuance of a legally executed contract by the Library and/or purchase order authorized by the Library.
13. RFB Responses – All materials submitted by the Bidder in response to this RFB become the sole property of the Library upon receipt. The material contained in the Bids will be appended to the final contract, further defining the contractual responsibilities of the successful Bidder.
14. Contractor shall obtain and execute a performance & payment bond in the amount of 100% of the contract price.

SELECTION PROCEDURES

1. **Bids will be accepted by mail, overnight delivery, or in-person by 10:00 am CT on Wednesday, November 4, 2026.**
2. A Public Bid Opening will be conducted at **10:15 am CT on Wednesday, November 4, 2026**, at the St. Charles City-County Library District's Central Services Building located at 77 Boone Hills Drive, Saint Peters, Missouri, 63376. The Bid Opening will be documented and the results, once complete, will be posted on the website for viewing.
3. Bids shall be referred to and reviewed by a Selection Committee composed of members selected by the CEO.
4. Bids that fail to adhere to the requirements of this Request for Bid may result in the Bid being disqualified as non-responsive.
5. The Selection Committee will determine the lowest and best Bid. In determining the best Bid, among other factors, the Library may consider all factors in this Request for Bid including, but not limited to, the location of the Bidder and prior performance.
6. The Selection Committee will make a recommendation to the CEO, who will make a recommendation to the Board of Trustees.

AWARD

1. The Board of Trustees reserves the right to cancel this Request for Bid or to reject any and all Bids and to waive formalities in the best interest of the Library.
2. The Board of Trustees reserves the right to split awards, make multiple awards and to reject any and all Bids.
3. Subject to the rights reserved by the Library, an award will be made by the Board of Trustees to the Bidder(s) determined to be the lowest and best Bid.
4. All Bidders will be notified of the Library's selection as soon as possible.
5. The successful Bidder(s) will be issued a Notice of Award. Within five (5) business days, the successful Bidder(s) shall provide the following minimum documentation:

VENDOR shall maintain and have in effect throughout the duration of this Agreement the following insurance coverage:

(a) Proof of the appropriate insurance coverage:

i. General Liability – Commercial general liability insurance must include bodily injury and property damage liability, independent contractor's liability, and contractual liability.

a. \$1,000,000 each occurrence/\$2,000,000 million general aggregate

ii. Worker's Compensation and Employee Liability – Missouri statutory amount (mandatory)

iii. Auto

a. \$1,000,000 combined single limits

iv. Professional Liability insurance with limits no less than \$1,000,000 per occurrence (pertains to consultants/architects/accountants - professional services)

v. Umbrella Liability Insurance with limits no less than \$2,000,000 per occurrence.

iv. Additional Endorsement: Additional Named Insured*:

St. Charles City-County Library District
77 Boone Hills Drive
Saint Peters, MO 63376

* Vendors and Contractors shall name the St. Charles City-County Library as an additional insured on their general and auto liability insurance policies. Certificate of Liability Insurance (COLI) must be emailed to finance@stchlibrary.org AND contracts@stchlibrary.org, and be on file **before** a vendor is allowed access to Library facilities.

(b) Federal Identification Number.

(c) Evidence that the Bidder is authorized to do business in Missouri and at each Project Location.

Exhibit A

BID FORM

Demolition Work

2344 W. Meyer Rd., Wentzville, MO 63385

Base Bid \$ _____

Proposed Project Duration _____ Calendar Days

Earliest Start Date _____

Bidder Acknowledges Receipt of Addenda:

Yes 1. _____ 2. _____ 3. _____

Bids need to be submitted to:

**Ms. Chris Donnelly
Purchasing & Buildings Project Manager
St. Charles City-County Library
Central Services Office
77 Boone Hills Dr., St. Peters, MO 63376**

*Note: In-person deliveries should be placed in the package delivery bin on the Library's Administrative Office loading dock.

Due date: Wednesday, November 4, 2026 by 10:00 am CT

The undersigned further agrees and understands that the Owner has the right to reject all bids, to waive technicalities or other requirements for its benefits, and to accept the bid that is genuine and is not made in the interest of or on behalf of any undisclosed person, firm, or corporation, and is not submitted in conformity with any agreement or rule of any group, association or corporation;

The bid is firm and cannot be withdrawn for a period of thirty (30) calendar days;

That there has been no attempt on its part to directly or indirectly induce or solicit any other vendor to submit a false or sham bid;

That there has been no attempt on its part to solicit or induce any person, firm, or corporation to refrain from submitting a bid;

And that it has not sought by collusion or otherwise to obtain for it any advantage over any other bidder or over the Owner.

In submitting this Bid the Bidder agrees:

- To hold its bid open for thirty (30) calendar days after the bid date.
- To accept the provisions of the Bid Documents.
- To enter into and execute an Agreement in the form in the Bid Documents.
- To provide its services in accord with the Contract Documents, including all submittals.
- To complete its services within the time specified.
- To comply with laws and regulations.

The Bidder certifies the following to induce the Owner to receive and consider its Bid:

1. Neither it nor its subcontractors and suppliers are currently debarred, suspended or otherwise ineligible for public work.
2. It has all current licenses to perform its work.
3. If it is a corporation, it is currently in good standing in its state of incorporation and is authorized to do business in the State of Missouri.
4. It has sufficient insurance coverage to satisfy the requirements in the Contract Documents.
5. To its best knowledge and belief, it will self-perform _____% of the Work.

Name:_____

Company:_____

Email:_____

Phone Number:_____

Date:_____

Authorized Signature:_____