

DECONSTRUCTION PROGRAM

Program Summary and Guidelines



CITY OF PARIS, TEXAS

January 2023

Introduction:

The City of Paris has a rich history dating back to 1844 and boasts 16 different historical districts. The city covers an area of just over 37 square miles and approximately 25,000 people call Paris home.

As of December of 2022, over 100 homes inside the city limits are on a list to be demolished. This list consists of houses that have burned, partially or completely, houses that pose a health and safety risk and considered unsafe structures, and are generally beyond the point of rehabilitation.

Traditionally, demolition means that all building materials and any items inside of the structure including furniture, appliances and plumbing fixtures like bathtubs, would end up in the landfill. This is costly to the city and adds to the amount of the demolition lien placed on the property for the owner. In addition, placing all of this material in a landfill is not environmentally responsible and eliminates the possibility of repurposing, or recycling these materials.

In July of 2022, the City of Paris amended the demolition ordinance to include a section providing the authority for deconstruction:

"Prior to the city's demolishing a structure under this Article, the city shall have the authority to conduct deconstruction activities on such structure to salvage building materials. Said materials may include but shall not be limited to: Windows, doors, flooring, exterior siding, interior siding, shiplap, bead board, wood trim, lighting fixtures, plumbing fixtures, tiles, stone, bricks or other masonry type materials, steps, hand rails, banisters, hardware, cabinets, roof tiles, sinks, bathtubs, vanities, ceiling material, timbers, beams, posts, supports, skirting board, skirting, wainscoting, mopboard, floor molding, base molding, and crown molding. Appliances, furniture, and ornamental items may also be removed."

The benefits of recycling building materials include:

- Reduces the overall costs of building removals/demolitions.
- Reduce the overall amount of the abatement lien on the property
- Provide lower cost building materials to the community.
- Extend the life of landfills.
- Protects the natural environment by reducing the need for the extraction of new resources.
- Job creation and economic development.

Reducing the demolition waste from some structures that would otherwise go to landfills can save taxpayers from paying higher landfill tipping fees. Less money spent on landfill tipping fees will allow limited, budget funds to demolish more homes throughout the city and speed up the process of creating housing infill.

Demolition & Deconstruction

Demolition: The process of dismantling or “knocking down” buildings (usually using heavy machinery); materials are afterwards landfilled or partially recycled.

- Traditional demolition uses smaller work crews and heavy equipment with a quicker project turnaround.

Deconstruction: The process of systematically dismantling a structure in an environmentally, economically and socially responsible manner to maximize recovery of materials for reuse and recycling.

- Deconstruction emphasizes use of a trained labor force to manually extract material for reuse and/or sale.

Traditionally when the City demolishes a house or structure, all of building materials and contents of the structure are placed in a large, commercial dumpster and taken to the landfill where the material are eventually covered with earth and left to decompose. This process can take decades and even longer for other materials.

The main purpose of the City's Deconstruction Program is to minimize the amount of building material placed in the landfills by salvaging as much building material as is possible before demolishing a structure.

In an ideal situation, the salvaged materials from homes on the demolition list would remain in the greater Paris area and be used in existing older homes as part of remodel or repair projects. This may not always be the case in this particular program. The City of Paris does not place a requirement, nor recommends, on what a contractor may or not do with the salvaged materials obtained as part of this program.

The Deconstruction Program emphasizes the following:

1. Safety: Contractors shall perform deconstruction in accordance with safe practices and methods to ensure the safety of the individuals performing the deconstruction and of the general public.
2. Material Salvage: Contractors are encouraged to salvage as much building material and other reusable materials as is safely possible.
3. Promote Housing Infill: Deconstruction is intended to assist the removal of structures from the site in a, timely, cost effective manner and make the home site ready for housing infill. The addition of this step is intended to reduce the amount of time for the whole process.

The Process:

When a structure is selected for demolition, an assessment will be made to determine if it is a candidate for the Deconstruction Program. The criteria will consist of, but shall not be limited to, the following:

1. Does the building appear to have enough structure integrity to perform deconstruction in a safe manner and/or can the structure integrity be temporarily improved or supported to allow deconstruction to take place?
2. Can the building be deconstructed and demolished in a manner as to not create an unsafe situation for individuals completing the deconstruction or a hazard for the public? This would include larger buildings that could take more than one day to deconstruct and demolish.

3. Do hazards outside of the structure exist that would make deconstruction unsafe or undesirable?
4. Does the building appear to have enough salvageable building material?

When a structure is approved for the Deconstruction Program, the Supervisor of Code Enforcement shall advertise the house and search for a proper contractor to perform the deconstruction. Advertising may consist of a written description of the structure and photographs of the exterior and interior of the structure. No minimum requirements shall exist regarding the length of time, or the manner in which these structures are advertised, however, the advertising shall be done in a manner that promotes a fair and equal opportunity for qualified contractors.

Contractors wishing to participate in the Deconstruction Program shall submit an application for a Deconstruction Permit and provide proof of insurance per the requirements of the program. Contractors entering into an agreement with the city for the purpose deconstruction shall be insured and required to provide proof of insurance to the City and name the City as an additional insured.

Contractors, or individuals, not meeting the insurance requirements shall not be permitted to enter into an agreement with the City or perform any deconstruction as part of this program. Only contractors who have submitted a Deconstruction Permit Application, have provided proof of required insurance and have had a Deconstruction Plan successfully approved by the Building Inspector for the City of Paris, or their designee, shall be permitted to participate in this program.

Contractor Selection:

The City shall employ a fair and consistent approach to the selection of contractors for this program. The following criteria shall be a guide when selecting contractors:

1. Only contractors with a complete application packet will be considered for participation in the program.
2. Only contractors with the required insurance will be considered for participation in the program.
3. Considering the point of this program is to salvage as much material as is possible, the contractor proposing to remove the most amount of material from a specific structure shall be given priority over other contractors. Contractors may have opportunity to tour the location either physically or virtually.
4. Contractors who have participated in this program previously, but have not performed satisfactory, or submitted required information and weights, may be temporarily be removed from consideration [for a period not to extend longer than 60 days].

Permit Requirement:

A Deconstruction Permit fee shall be \$25.00 per structure. This cost covers the administrative efforts required to process the permit application, verify insurance requirements are met, review and approve a deconstruction plan, (which includes a site visit), and overall documentation of the project. The City maintains the right to increase the fee to \$50.00 per structure, if the structure consists of 2 or more stories, or is a total of 2,500 square feet or more.

Insurance Requirements for Participating Contractors

In conjunction with all the services performed under this agreement:

- A. Contractor shall maintain Comprehensive General Liability insurance in not less than \$1,000,000 per occurrence/ \$2,000,000 aggregate. The policy shall name the City of Paris, its officers, agents and employees as an additional Insured.

(Comprehensive General Liability is required for all contractors.)

- B. Contractor shall maintain Professional Liability Insurance with minimum limits of \$1,000,000 per occurrence/ \$2,000,000 aggregate. The insurance policy shall name the Contractor and each of the Contractor's representatives who provide professional services under this agreement. If the policy is written on a "Claims Made" basis, the contractor shall maintain Professional Liability insurance coverage two years following the termination of the contract. (Anyone who gives advice for which others have reason to rely, or requires licensing or certification through the State of Texas is required to carry Professional Liability. Example occupations include: attorneys, accountants, insurance agents, doctors, engineers, architects, hospitals, blood banks, counselors, psychologists, nurses, psychiatrists.)

- C. Contractor shall maintain automobile liability insurance of not less than the following limits: \$500,000, combined single limit, or; Split limits of \$250,000 per person, \$500,000 per occurrence and \$100,000 property damage. Insurance shall provide coverage for any motor vehicle driven during the course of providing services under this agreement. (Any contractor using an automobile to perform the duties of the contract, or a contractor driving on any County property, (e.g.- parking lots) must carry Automobile insurance.)

- D. All insurance policies shall be written on an occurrence basis and be in effect for the term of this agreement. Authorization from the City of Paris is required for any policy written on a Claims Made basis.

(Professional Liability policies are commonly written on a "Claims Made" basis requiring tail-end coverage. Requiring a contractor to maintain insurance two years following the termination of the contract serves as the tail-end coverage.)

- E. Proof of Workers' Compensation from the contractor and all sub-contractors required prior to the commencement of labor. (Current Workers' Compensation regulations requires the person awarding the contract to provide Workers' Compensation coverage for all workers under the agreement. Consequently, the County requires written verification of Workers' Compensation from all contractors and sub-contractors.)

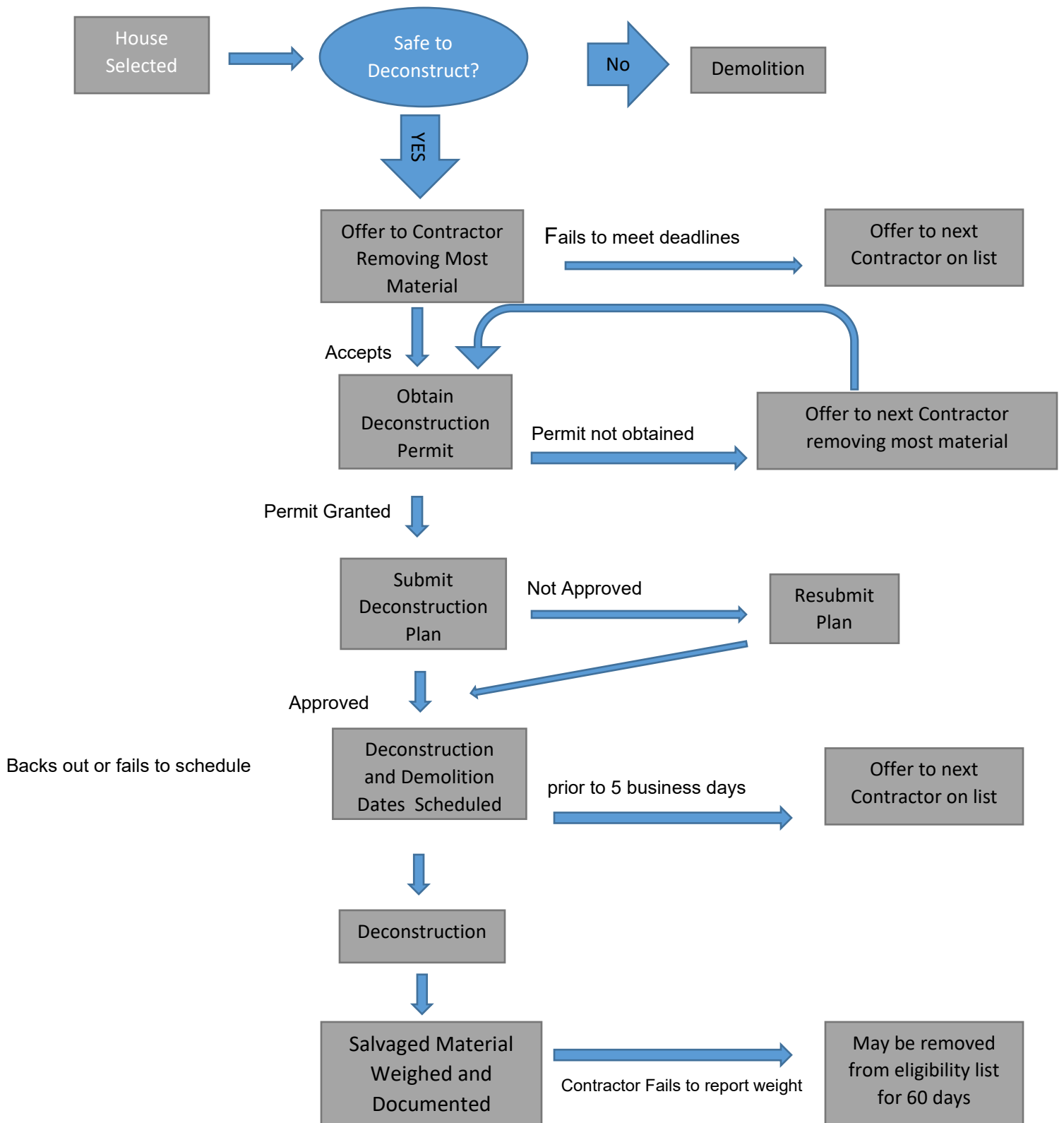
- E. Prior to executing of the agreement, the Contractor shall provide County Certificates of Insurance, or copies of Insurance policies and declarations as evidence of meeting insurance required under this paragraph. (Prior to initiating the agreement, we must have verification that the required insurance coverage has been obtained in the limits stated.)

- F. Contractor shall immediately notify County if any insurance coverage required by this agreement will be canceled, not renewed, or modified in any way.

- G. The City of Paris reserves the right to require complete, certified copies of all required insurance policies, at any time.

H. Insurance companies shall be those companies authorized to do business in Texas and acceptable by the City of Paris.

HOUSE AND CONTRACTOR SELECTION PROCESS



Deconstruction Process

1. House selected for demolition
2. Photos taken and included in the advertisement
3. Deconstruction plan submitted to Building Inspector for approval
4. Plan approved
5. Code Enforcement Supervisor and Abatement Crew Supervisor meet to discuss timeline for demolition and coordinate with deconstruction contractor.
6. House is deconstructed
7. Material is weighed and recorded
8. House is leveled (same day if possible)
9. Site cleared