NOTICE OF REQUEST FOR PROPOSAL

#2024-RFP-03

Joe Becker Stadium Improvements

RFP Due Date:

Location: City of Joplin
Parks Department
3301 West 1st Street
Joplin, MO 64801

Staff: Josh Simmons
Email: jsimmons@joplinmo.org

Phone: 417-625-4750

Proposals will be received by the Parks Department at the specified location until the time and date cited above. Only proposals received by the correct time and date will be recorded.

Proposals must be submitted in an envelope with the Request for Qualifications number and the Vendor's name and address clearly indicated on the envelope. All proposals must be completed in ink or typewritten and submitted by the time and date above.

Consultants are strongly encouraged to carefully read the entire Request for Qualifications.

Issue Date

NOTICE TO BIDDERS

The City of Joplin, Missouri will accept sealed bids until 2:00 P.M., Monday, December 18, 2023; at the *Joplin Athletic Complex* located at *3301 West 1st Street,* Joplin, Missouri 64801 to PURCHASE the following:

Project Overview

Joe Becker Stadium requires the installation of heating and cooling systems in various areas of the facility. We are seeking proposals for the installation of the following.

1. **Unit Heaters**
   - Provide and install 10 electric unit heaters in 10 different rooms (1 unit per room).
   - Locations: south mechanical room, south concession, south men's restroom, south women's restroom, 3 family restrooms, central merchandise room, first and third base dugout restrooms.
   - Provide necessary power supply for each unit heater.

2. **Central Concession Stand**
   - Install a 5-ton split system with ductwork supplying both the kitchen and concession area.
   - Provide the necessary power supply for the system.

3. **Multiport Mini Splits**
   - Existing mini split systems located in all suites and press box to be removed by contractor and left on site.
   - Supply and install 2-3-ton multiport mini splits in the box suites and press box with a total of 6 ceiling cassettes and 1 ducted head for press box and bathrooms. Duct work to be supplied for press box and bathrooms by contractor.
   - Provide necessary power supply for each Mini Split system.
   - Location: 6 suites, press box, men's, and women's restroom. All located on the second story.

4. **Heat Trace Wire and Insulation**
   - Remove existing aluminum jacket and insulation to all water lines in causeways.
   - Install heat trace for water lines in causeways.
   - Provide power supply for heat trace.
   - Install fiberglass pipe insulation to all exposed water lines with ASJ/SSL jacketing.
   - Insulation shall be covered with a minimum .016 embossed aluminum jacket and fitting covers. Thickness will match existing insulation.

5. **Shut Off Valve**
    - Install 2 shut off valves in main water line.
    - One to be installed in main water line in the central concession stand on the northwest end to isolate the remainder of the stadium.
    - One to be installed in main water line in south men's restroom on west end of the restroom.
    - Valve shall be of ball-type design.
    - Provided and installed by contractor.

Scope of Work:

- The scope of work includes but is not limited to:
- Procurement and installation of all necessary equipment.
- Electrical work required for the system installation.
- Appliance installation and setup.
- Insulation for the specified areas.
- Selected contractor shall be fully responsible for any and all necessary repairs, replacements, or corrections required during the construction process, ensuring that the project is executed to the specified standards and any damage or deficiencies are addressed at their expense.
- Compliance with local building codes and regulations.

Joe Becker Stadium Heating and Cooling Upgrades

Specifications and bid forms are available from **Josh Simmons or Greg Bertoncino, by calling 417-625-4750** or by writing to the address indicated above. Any bids received after the specified deadline will be returned to the vendor.

The City reserves the right to evaluate all bids, to reject any or all bids and re-bid at a later date. The City may waive any irregularities in the bid or negotiate variances from specifications, and make awards that are in the best interests of the City. The City will have final decision in all matters regarding acceptance of bids and issuance of awards.

The City encourages minority and female owned businesses to submit bids on all City purchases.

Finance Director

Leslie Haase

*Publication Date : **11/17/2023***

INSTRUCTIONS TO BIDDERS

The City of Joplin, Missouri proposes to PURCHASE the following:

Joe Becker Stadium Heating and Cooling Upgrades

All bids shall have firm-fixed F.O.B. Joplin, Missouri price and shall be honored for a minimum of ninety (90) days following the bid opening.

All bids shall be exclusive of Federal, State, and City taxes.

It is the intent of the specifications included with this bid document to generally describe the item(s) desired in sufficient detail as to secure bids on comparable items. All parts not specifically mentioned which are necessary in order for the item(s) to perform as intended shall be included. The strength, quality of workmanship, and material shall be in accordance with the best trade practices.

Specification variances, manufacturer's literature and additional information should be attached to the bid form. All blanks on the attached bid specifications shall be filled in completely and accurately. Any bid not meeting this requirement may be considered non-responsive.

Any protest or grievance must be issued in writing and delivered to the office of the Director of Finance within five (5) working days following the bid opening. Any protest filed after this time period has elapsed will not be considered.

The City encourages selection of products manufactured, assembled and/or produced in the United States, as long as the quality and price are comparable with other items bid.

Businesses which are located within the city limits of Joplin may be given preference in the awarding of a bid, providing the bid from the local business does not exceed the lowest bid by more than 3% or $2,500, whichever is less.

The City may give preference to vendors handling products that contain post-consumer recovered materials, providing the bid does not to exceed the lowest bid by more than 5% or $2,500, whichever is less.

Once the bids are reviewed and evaluated, the successful vendor will be notified, in writing, and will receive an authorized City of Joplin purchase order. Verbal acknowledgments will not be considered as official notification and will not obligate the City in any way. Delivery or performance should not be completed without the receipt of an authorized purchase order.

Minimum information to be submitted with each bid shall consist of the following:

1. Verification of Bid Specifications (with variances noted)
2. Bid Form

MARK BID ENVELOPES: "Joe Becker Stadium Improvements - BID #2024-RFP-03, 2:00 P.M., Monday, December 18, 2023"

Questions concerning the specifications and bidding procedures should be directed to Josh Simmons (417) 625-4750 Greg Bertoncino, Asst. Director (417)625-4750.

CITY OF JOPLIN, MISSOURI
SPECIFICATIONS

SPECIFICATION DETAIL VARIANCE

1. Contractor shall be responsible for the cost of all permits, sales taxes, and insurance.

2. Contractor must be licensed, bonded, and insured with the City of Joplin.

3. Wage rates for this project shall be in accordance with wage rate determination made by the Industrial Commission of Missouri on file in the Public Works Department.

4. Contractor must have 10 years verifiable experience and must submit references.

CITY OF JOPLIN, MISSOURI
BID PROPOSAL RESPONSE FORM

(PLEASE ATTACH SPECIFICATIONS IN BID REQUEST IF ALTERNATE PRODUCTS ARE SUBMITTED AS EQUIVALENT)

Manufacturer:_____

BID PRICE: $_____

Estimated Completion Time following receipt of purchase order: _____ days

COMPANY NAME:_____

ADDRESS:_____

_____

Date:_____

Phone:_____

MARK BID ENVELOPES: "Joe Becker Stadium Improvements - BID #2024-RFP-03, 2:00 P.M., Monday, December 18, 2023"

Park Addresses:

ATHLETIC COMPLEX
3301 W 1ST ST.
JOPLIN MO. 64801

The successful bidder will have to sign an agreement that they are enrolled and participating a Federal Work Authorization Program (“FWAP”) that ensures that all of its employees or agents or subcontractors have the legal right to work in the United States, as defined in 8 U.S.C. 1324a(h)(3) and RSMo § 285.525-285.555, and that it will maintain this compliance for the entire duration of its contract with the City of Joplin, and will provide an Affidavit of Compliance to the City stating the same.

AFFIDAVIT OF COMPLIANCE
(Missouri Unauthorized Alien Workers Act)

My name is _____ (name) _____ and I am the _____ (Title) _____ of _____ (Company Name) _____. I hereby represent, affirm and certify to the City of Joplin that my company does not knowingly employ any person who is an unauthorized alien in connection with contracted services with the City. I further affirm that my company is actively enrolled and participating in a federal work authorization program with respect to all employees working in connection with the contract services provided to the City.

_____

_

Affiant