NOTICE OF REQUEST FOR PROPOSAL

REQUEST FOR PROPOSAL NO. 2023-RFP-09

Park Beatification Park Entryway Signs

RFP Due Date: 10:00 A.M., October 16, 2023

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

Staff: Greg Bertoncino, Assistant Director
Email: gbertonc@joplinmo.org

Phone: 417-625-4750 EXT: 1506

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.

September 15, 2023
Issue Date

NOTICE TO BIDDERS

The City of Joplin, Missouri will accept sealed bids until *10:00 a.m., Monday, October 16, 2023* at the *Joplin Athletic Complex* located at *3301 West 1st Street*, Joplin, Missouri 64801 to PURCHASE the following:

SIX (6) PARK ENTRYWAY SIGNS

1. **OVERALL DIMENSIONS 80-IN. X 178-IN.**
2. **MATERIAL AND SIZE TO MATCH MERCY PARK**
3. **INCLUDE FOOTING AND INSTALLATION**
4. **CENTER SECTION WALL IS RED BRICK ALTERNATING COLORS**
5. **COLUMNS ARE STACKED LIMESTONE LOOK BROWN PATTERNS**
6. **TOP IS A MANUFACTURED 4-IN. THICK CAP STONE**
7. **SIGN LETTERS ARE 8-IN. BRUSHED CAST ALUMINUM**
8. **LOGO IS 2-FT. X 2-FT IN. BRUSHED CAST ALUMINUM**

PARKS:
(2) RON RICHARD MEMORIAL PARK (Campbell Parkway) (2-Sided)
(1) WILDCAT PARK (1-Sided)
(1) MCINDOE PARK (2-Sided)
(1) MCCLELLAND PARK (1-Sided)
(1) SCHIFFERDECKER PARK (2-Sided)

Specifications and bid forms are available from **Greg Bertoncino or Paul Bloomberg, by calling 417-625-4750 EXT 1506** 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: ***Friday, September 15, 2023***

INSTRUCTIONS TO BIDDERS

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

SIX (6) PARK ENTRYWAY SIGNS

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: **"SIX PARK ENTRYWAY SIGNS – BID #2023-RFP-09, 10:00 A.M., Monday, October 16, 2023,"**

Questions concerning the specifications and bidding procedures should be directed to Greg Bertoncino, Asst. Director (417)625-4750 EXT 1506 or Paul Bloomberg, Director 417-625-4750 EXT 1506CITY OF JOPLIN, MISSOURI

SPECIFICATIONS

SPECIFICATION DETAIL VARIANCE

1. Contractor shall prepare and furnish all the materials perform all the labor necessary for the completion of six (6) Park Entryway Signs.

2. Contractor shall be responsible for cleaning, preparing, and the installation as specified by specifications. All work to be completed in a workmanlike manner.

3. Contractor shall have 90 working days for completion of this project after issuance of the purchase order, with a $100.00 per day deduction for each working day over the finish date, except for rain days.

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

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

6. 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.

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

8. Contractor must be licensed Masonry

9. Park Entryway Signs Material:

   A. The center section material shall be red brick alternating colors.
   B. The columns are limestone look brown patterns.
   C. The top is a manufactured 4-in. thick Cap Stone.
   D. Sign lettering are 8-in. brushed cast aluminum.
   E. Parks logo 2-ft x 2-ft in brushed cast aluminum.

10. Contractor:

   A. Contractor shall provide the City with a list of at least 5 installations of this and similar material, performed by his company within the last 3 years.

   B. All Material and Labor to be guaranteed 1yr of project date completion.

   C. All work should be completed in a workmanlike manner.

   D. Upon Completion work area should be free of debris and cleaned up.

CITY OF JOPLIN, MISSOURI
BID PROPOSAL RESPONSE FORM

SIX (6) PARK ENTRYWAY SIGNS

(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:_____

_____

Signature of Company (Certified Tennis Court Builder) Representative:_____

_____

Date:_____

Phone:_____

MARK BID ENVELOPES: **"SIX PARK ENTRYWAY SIGNS – BID #2023-RFP-09, 10:00 A.M., Monday, October 16, 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 Unauthoriz ed 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.

_____

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Affiant