



Request for Proposals
Show Low Senior Center Floor and Foundation Repairs
City of Show Low Project No. FM-0723

The City of Show Low is extending an invitation for proposals for the **Show Low Senior Center Floor and Foundation Repairs, City of Show Low Project FM-0723.**

The City of Show Low is seeking bids from qualified parties for the Show Low Senior Center Floor and Foundation Repairs, City of Show Low Project FM-0723. The project is located at in the City of Show Low Senior Center, 301 E McNeil, Show Low AZ 85901. The work includes, but not necessarily limited to placement of helical piers (or other accepted technology) and pressure grouting to reinforce and level the concrete slab floor and foundation. The floor will also require repair at the line of failure which may include stitching along crack lines. Any created voids must be filled using pressure grouting. The methods used shall help ensure that no additional future settlement occurs. The proposals shall include a detailed work plan, description of the proposed technology, and pricing

Sealed Proposals will be received by the Engineering Department, City of Show Low, 180 N. 9th Street, Show Low, AZ 85901 until **Thursday, August 11, 2022, at 4:00 PM.** The City of Show Low also reserves the right to reject any and all proposals not deemed in the best interest of the City. **A MANDATORY pre-bid conference will be held on Thursday, August 4 at 3:00 PM at City Hall, 180 N. 9th Street, Show Low, AZ. A site visit will be held immediately following the pre bid conference.**

Bid Documents are available on the City website; Showlowaz.gov. Written questions will be accepted until close of business on Thursday August 8, 2022. Submit written questions to Trampas Johnston, Engineering Project Manager, City of Show Low, 180 N. 9th Street, Show Low, AZ 85901 or tjohnston@showlowaz.gov.

Sealed Proposals

Proposal shall be submitted in a sealed envelope. The outside lower right-hand corner of the envelope shall be marked:

“Sealed Proposal of _____, Contractor”

For: Show Low Senior Center Floor and Foundation Repairs, City of Show Low Project FM-0723

Advertise White Mountain Independent: 7/29/2022 and 8/2/2022

I. Project Scope

The project is located at in the City of Show Low Senior Center, 301 E McNeil, Show Low AZ 85901. The work includes, but not necessarily limited to placement of helical piers (or other accepted technology) and pressure grouting to reinforce and level the concrete slab floor and foundation. The floor will also require repair at the line of failure which may include stitching along crack lines. Any created voids must be filled using pressure grouting. The methods used shall help ensure that no additional future settlement occurs. The proposals shall include a detailed work plan, description of the proposed technology, and pricing

II. Project Location

The Project is located at 301 E McNeil, Show Low AZ 85901

III. A. City Provided Facilities and Equipment

There are existing utilities (water and electrical power) at the project site

B. Contractor Provided Equipment

The Contractor will provide the following equipment and services for the performance of this contract:

Labor, materials, equipment, incidentals, etc. for a complete and operable facility.

IV. Contractor Qualifications

The successful Proposer shall provide information regarding similar projects in the past five years.

V. Pricing

A detailed schedule of values shall be provided with the Proposal. The costs shall include all labor, equipment, materials, and incidentals required to provide a complete project. If there are costs associated with the project that cannot be determined or are excluded from the proposal, a detailed explanation shall be provided along with an approximate cost.

VI. Schedule

The proposal shall include a detailed schedule. The schedule shall define milestones and provide approximate dates of start and completion of the milestones. The schedule shall anticipate lead time for materials and a reasonable numbers of weather delay days. For the purposes of this proposal, assume that construction will start in late August 2022.

VII. Timeline for RFP Process

The table below outlines the estimated timeline for this RFP process and for awarding the Agreement(s):

Event/Action	Date(s)
Advertise RFP	07/29/2022, and 08/02/2022
Pre-Proposal Meeting	08/04/22 3:00 p.m.*
Questions Due	08/08/22, 5:00 p.m.*
City's Written Response to Questions	08/09/22,
Deadline for Submission of Proposals	08/11/22, 4:00 p.m. *

* All Times Local Time

VIII. Proposal Contents

Proposals submitted for this project shall address all requested information. Firms are encouraged to keep the proposals brief and to the point, but sufficiently detailed to allow for evaluation. Pricing is a part of this proposal; however the selection will be made based upon price and other considerations which are detailed in the section below. Proposals must include the following:

A. Cover letter (1 page maximum)

The cover letter shall include information regarding the type of business entity of the proposer (LLC, Partnership, Individual, Association, etc.) entity, a statement of the Proposers good standing, general company background, and acknowledgement of any Addendums.

B. – Project Understanding and Experience

Identify any unique approaches or strengths that your firm may have related to this project. Provide examples of similar projects your team has completed in the past five years. Project contacts must be provided including a customer representative name, phone number, and location. Describe how your team is uniquely qualified to provide these services.

C. – Technical and Cost Proposal

This section shall include your work plan for making the foundation repairs. It should include sketches and details that will illustrate the scope. Include schedule information, project descriptions and supporting graphics and calculations. A detailed cost proposal shall also be included.

E. - Signature

The proposal shall be signed by a representative authorized to bind the team and shall expressly state the proposal is valid until the City Council awards the contract. By signing the Letter and submitting a complete proposal, the Proposer gives the following assurances and information and covenants that the Proposer is fully qualified to provide the required services. Proposer further affirms that the following submitted information is true and accurate and may be relied upon by the in evaluating the proposal.

IX. Price Proposal

This document shall include the price for performing the work described in the Project Scoping Section above. The City is expecting a turnkey project so any listed exceptions should be minimal. If there are elements of the project whose costs cannot be defined, an explanation should be included and a contingency for the item shall be included in the cost. This information shall be included in Section C of the proposal.

X. Submittal of Proposals

Sealed Proposals are required

Three (3) copies of the proposals must be received by the due date for submittal: 4:00 PM on Thursday, August 11, 2022. Submittals should be addressed to the City of Show Low, Bill Kopp, 180 North 9th Street, Show Low, AZ 85901.

Technical and Price Proposals shall be submitted in separate sealed envelopes. The outside lower right-hand corner of the envelope shall be marked:

“Sealed Proposal of ___(firm name)_____,”

For: Show Low Senior Center Floor and Foundation Repairs, City of Show Low Project #FM-0723.

V. Rating Criteria

The proposal shall be reviewed by a selection committee. Points will be awarded independently by each of the committee members. The points will be totaled the proposals will be ranked on the points earned. Points will be awarded based upon the point distribution listed below:

Cover Letter	10
Project Understanding and Experience	35
Technical and Cost Proposal	40
<u>Signature</u>	<u>10</u>
TOTAL POSSIBLE	90

VII. Questions

Questions must be submitted in writing via US Mail, email, or hand delivered and are due no later than 4:00 PM on Thursday, August 8, 2022. Submit written questions to: Trampas Johnston, Engineering Project Manager, City of Show Low, 180 N. 9th Street, Show Low, AZ 85901 or tjohnston@showlowaz.gov. Written

Questions will be answered in the form of addenda which will be published on the City website on or around end of business Friday, August 9, 2022. Receipt of the addendum shall be acknowledged in the required cover letter.

VIII. Proposal Submittal Rules

The City of Show Low reserves the right to reject any and all responses deemed unqualified, unsatisfactory, or inappropriate, or not in the best interests of the City, to waive defects or informalities and to offer contact with any firm in response to this RFP. This RFP does not constitute any form of offer to contract. The City will not pay any costs incurred by the firm in preparing or submitting the proposal.

A. The City reserves the right to award an Agreement on the basis of both the technical and price submitted or to negotiate with Proposer for modification of the successful Proposal. By submission of a Proposal, the Proposer agrees to be legally bound thereby if its Proposal is accepted by the City.

B. The City shall not be obligated to respond to any Proposal submitted, nor shall it be legally bound in any manner whatsoever by the receipt of a Proposal.

C. Any and all Agreements arising out of Proposals submitted hereunder (including any negotiations that follow) shall not be binding on the City, its officers, employees, or agents unless formally approved and duly executed by the City Council.

D. Statistical information contained in these documents is for informational purposes only. The City is not responsible for any inaccuracies or interpretations of said data.

E. The City reserves the right to extend or cancel the scheduled Proposal due date. Notice of such extension or cancellation shall be sent via an Addendum to this RFP and posted on the City's website.

F. It is the Proposer's responsibility to deliver the proposal to the appointed place prior to the submittal due date and time. Late delivery of such proposal, regardless of reason, shall disqualify the Proposer.