

REQUESTS FOR PROPOSALS

PROJECT: Gary Pirkle Park Metal Roof Playground Pavilion
OWNER: City of Sugar Hill, Georgia

Sealed **Proposals** will be received by the City of Sugar Hill, Georgia for a General Contract to furnish all materials, labor and equipment necessary for a designed and built pre-fabricated metal roof pavilion to cover a playground at Gary Pirkle Park located at the intersection of Austin Garner Rd. and Suwanee Dam Rd.

Sealed **Proposals** will be received by the City of Sugar Hill at City Hall, 4988 West Broad Street, Sugar Hill, Georgia 30518, no later than **11:00 AM local time, June 19, 2009**. Proposals will be publicly opened and read aloud at this location **June 19, 2009 at 2:00 PM**. The proposals shall be read in such a manner as to avoid disclosure of the contents to competing PROPOSERS during any allowed process of negotiations. Any Proposals received after **11:00 AM** on proposal **deadline date (6/19/09)** will not be considered by OWNER. Proposals will be evaluated by OWNER and the project award is anticipated upon completion of this evaluation. **All Proposals become the property of the City of Sugar Hill. Selection of the "BEST PROPOSAL" will be determined by cost, experience in previous like projects, timeline to complete and references. The weight to be placed on each element is as follows:**

Cost	50%
Experience in like projects	20 %
Timeline to Complete	10 %
Interview & References	20 %

BASE Proposal:

The scope of work proposed should include the following:

1. Pre-fabricated steel shelter to cover a minimum of **5,800 square feet**.
2. Shelter must have a cupola and multi-rib metal roof.
3. Shelter to have copper color roof with brown or bronze frame.
4. Shelter shall meet IBC 2006 building code and product design loads shall be factored to meet area wind loads and snow loads.
5. The pre-engineered package shall be pre-cut and prefabricated package that shall include powder coated structural frame members, roof material, fasteners, and trim as well as the installation instructions. The structure shall be shipped knocked down for minimum shipping charges. Field labor will be kept to a minimum by pre-manufactured parts. No onsite welding will be permitted. Connection bolts shall be concealed within the tubing where possible.
6. Shelter manufacturer must provide electrical access and cutouts for lighting.
7. Structural framing shall be structural steel tube minimum ASTM A500 grade B, "I" beams; tapered columns, open channels, or wood products shall not be accepted for primary beams.
8. Structural fasteners shall be ASTM A325 high strength bolts and A563 high strength nuts, ASTM A307 anchor bolts.
9. Explanation of any deviations to the specifications as outlined in this RFP.
10. Provide shop drawings with 3-d rendering of proposed prefabricated shelter.
11. Provide catalogs and literature for all the manufactures products you plan to use in your proposal.
12. Total Cost
13. Warranties
14. Proper business insurances must be carried.
15. Timeline to complete project.
16. Business qualifications including all certifications, professional and trade memberships.
17. References with phone numbers

Performance and Payment Bonds are required and to be issued by a Surety listed on the Treasury as licensed in the State of Georgia, or a cashier's check in the amount of ninety-five (95%) of your total proposal. This will be discussed with the contractor chosen to complete this job.

A **mandatory** Pre-Proposal Conference is scheduled for **10:00 AM local time, Friday, June 5, 2009** at Sugar Hill City Hall at the above address.

Limitations:

All debris resulting from your work should be placed in dumpsters on site and provided by contractor. The owner shall be responsible for marking all utilities not covered by the Utilities Protection Agency.

Alternates: (If authorized by Owner)

Site visits for inspection of property will occur on a request basis. Please contact Andy McQuagge, Recreation Director, at 770.831.7413 or e-mail at amcquagge@cityofsugarhill.com.

PROPOSER shall provide one (1) original and three (3) copies of the Proposal. Each proposal must be submitted in a sealed envelope, addressed to OWNER. Each sealed envelope containing a Proposal must be plainly marked on the outside as, "**Proposal for Gary Pirkle Park Metal Roof Pavilion**". If Proposal is forwarded by mail, the sealed envelope containing the Proposal must be enclosed in another envelope to the attention of OWNER at the address previously given.

Any and all Proposals received without the aforementioned criteria enclosed will be returned to PROPOSER.

Contract will be awarded on a stipulated sum to the PROPOSER providing the Best Proposal as determined by the City after consideration of the factors set forth above and upon the completion of any discussion and negotiation process. The City will consider the base proposal plus any alternatives deemed acceptable. The City hereby notifies any and all PROPOSERS that the City will allow discussion, negotiation and revision of proposals submitted prior to award in order to obtain the best and final offers of each PROPOSER. The City shall allow all companies submitting proposals reasonably susceptible of being selected to participate in discussions, negotiations and revisions of proposals. The City shall not disclose the contents of any proposal to any competing PROPOSER and shall publicly open the Proposals in a manner that the contents of the Proposals are not disclosed to other PROPOSERS.

OWNER reserves the rights to waive any informalities or to reject any or all Proposals, to evaluate Proposals, and to accept any Proposal which in its opinion may be in the best interest of OWNER.

No PROPOSER may withdraw his proposal within 90 days of the proposal submission date.

CITY OF SUGAR HILL