



**City of Pittsburg, KS**  
**Public Works and Utilities Department**

## **Request for Proposal**

Installation of New Vinyl Fence System

**Proposal Due Date:**  
Tuesday, May 14th , 2024, at 2 PM

# Request for Proposals

## Installation of New Vinyl Fence System

### General Information

The City of Pittsburg, Kansas Public Works and Utilities Department is seeking Proposals from qualified companies for the installation of a new 8 ft tall Solid Vinyl Panel Ply Gem® Privacy Fence system or an equivalent to that system. Bids will be due no later than 2:00 P.M., May 14<sup>th</sup>, 2024, and submitted to City of Pittsburg's City Clerk.

#### Project Summary/Scope of work:

Provide all necessary equipment, materials, and labor for the installation of a new vinyl fence. All work will be completed within 60 days of the notice to Proceed.

#### Location of Project

The location of the project will be on the north side of the Water Treatment Facility at 602 S Free King Hwy. We currently have an existing chain link fence, and the new fence will be directly north of the existing fence with a distance of 5 feet between the two fences.

#### Specifications:

- Fence shall be a Ply Gem® Fence System or equivalent (see attached Ply Gem® fence specification date)
- Fence Shall be solid panel privacy fence.
- Fence Shall be 8ft tall.
- Approximate length of the fence is 555 feet (see attached map)
- Fence shall be white in color.
- Contractor will be responsible for all locates.
- All installations of materials shall follow manufacturer specifications.
- Contractor shall level and reseed all dirt around the construction site.
- Contractor shall wash and ensure the fence shall be clean and free of debris once completed.
- City shall inspect during construction.

#### Proposals shall include, but are not limited to the following:

- Lump Sum Price
- Materials/brand of fencing with specifications
- Use
- Terms

#### Evaluation Factors:

1. Quality of materials listed in proposal and if they will meet or exceed established standard of quality set in the technical section of the RFP.
2. Total cost of project as defined in the RFP with any alternates or options offered by proposals clearly defined.

3. Number and quality of references for similar projects as defined by the RFP.
4. Established record of meeting project timelines and deadlines.

## Procedure

### Tentative Project Schedule:

A tentative timeline is set forth below. This timeline is subject to change by the City, at the City's sole discretion, as events and conditions warrant.

- Proposal Release Date April 18<sup>th</sup> 2024
- Proposals Due May 14<sup>th</sup> 2024 by 2:00 PM
- Formal Acceptance/Award by City Commission May 28<sup>th</sup> 2024
- Notice to Proceed 45 Days after Award
- All Work to be Completed by: Within 60 Days of Notice to Proceed

### Method of Submission:

Proposals shall be submitted by mail or by hand to the following address. Envelopes used in submitting Proposals must be clearly marked, "**PROPOSAL: Vinyl Fence Project**":

Tammy Nagel, City Clerk  
City of Pittsburg, Kansas  
P.O. Box 688  
Pittsburg, Kansas 66762

The deadline for submission is **Tuesday, May 14th, 2024, by 2 p.m., Central Standard Time**. There will be a public opening of Proposals in the City Hall Conference Room.

### Questions and Answers

All questions regarding this RFP should be directed to:

Matt Bacon  
Director of Public Works & Utilities  
620-240-5126

## General Terms and Conditions

**Contract:** The successful firm will be required to enter into a written contract with the City.

## General Terms and Conditions – Cont.

### **Insurance:**

The City of Pittsburg has certain insurance requirements that must be met. The FIRM will be responsible to purchase and maintain at its sole expense the following insurance coverage:

- Professional liability insurance covering negligent acts, errors or omissions of FIRM, its agents, officers, and employees. Total aggregate policies of insurance shall be in an amount of not less than One Million Dollars and 00/100 Cents (\$1,000,000.00).
- A comprehensive general liability policy of insurance shall be purchased and maintained that lists the City as an additional insured. Such policy of insurance shall be in an amount of not less than One Million Dollars and 00/100 Cents (\$1,000,000.00).
- A Workmen’s Compensation and Employer’s Liability Policy shall be procured and maintained. This policy shall include an “all states” endorsement. Said insurance policy shall also cover claims for injury, disease or death of employees which, for any reason does not fall within the provisions of the Workmen’s Compensation Law. Liability Limits shall not be less than:
  - Workmen’s Compensation – Statutory
  - Employer’s Liability - \$500,000.00 Each Occurrence.
- FIRM shall furnish the City copies of all insurance polies or certificates of insurance relating to the insurance policies that must be maintained hereunder.

In addition, insurance policies applicable hereto shall contain a provision that the City shall be given thirty (30) days written notice by the insurance company before each policy is substantially changed or cancelled.

## Nondiscrimination Agreement

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as

defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.