

**ADVERTISEMENT**

**REQUEST FOR PROPOSALS**

**FOR**

**OFFICE/UTILITY BUILDING CONSTRUCTION**

**AT THE SOLID WASTE LANDFILL**

**CITY OF GRAND ISLAND, NEBRASKA**

Sealed proposals will be received by the **City Clerk's Office**, 100 E. First Street, Grand Island, NE 68802 until **4:00 P.M. (local time) on Tuesday, November 26, 2013** for **Office/Utility Building Construction at the Solid Waste Landfill, City of Grand Island, NE**. Proposals received after the specified time will be returned unopened to sender. Proposals must be based on the City's Request for Proposals. Contact Jeff Wattier with the Solid Waste Division of the Public Works Department at [jeffw@grand-island.com](mailto:jeffw@grand-island.com) for further information.

Proposed services shall include, but are not limited to:

- **Preparation of proposed drawings and/or plans used for construction**
- **Trenched footings and concrete floor**
- **All materials and labor to construct 30' by 50' building**

The award winning offer will be required to comply with the City's insurance requirements.

Proposals will be evaluated based upon project costs, responsiveness and completeness of proposal, experience and qualifications of company, proposed timeline for project completion, and proposed agreement. Proposals shall remain firm for a period of ninety (90) days after the proposal due date. The City of Grand Island reserves the right to refuse any or all proposals, to waive technicalities, and to accept whichever proposal that may be in the best interest of the City, at its sole discretion.

# REQUEST FOR PROPOSALS FOR OFFICE/UTILITY BUILDING CONSTRUCTION AT THE SOLID WASTE LANDFILL CITY OF GRAND ISLAND, NEBRASKA

## PROPOSED WORK

The Solid Waste Division of the Public Works Department for the City of Grand Island, Nebraska is seeking a company to provide services to construct a new 30' by 50' office/utility building at the Grand Island Landfill located at 19550 West Husker Highway, Shelton, NE.

The proposed services will involve preparing all drawings and/or plans used for the construction of the building, trenched footings and concrete floor, and all materials & labor to construct the building.

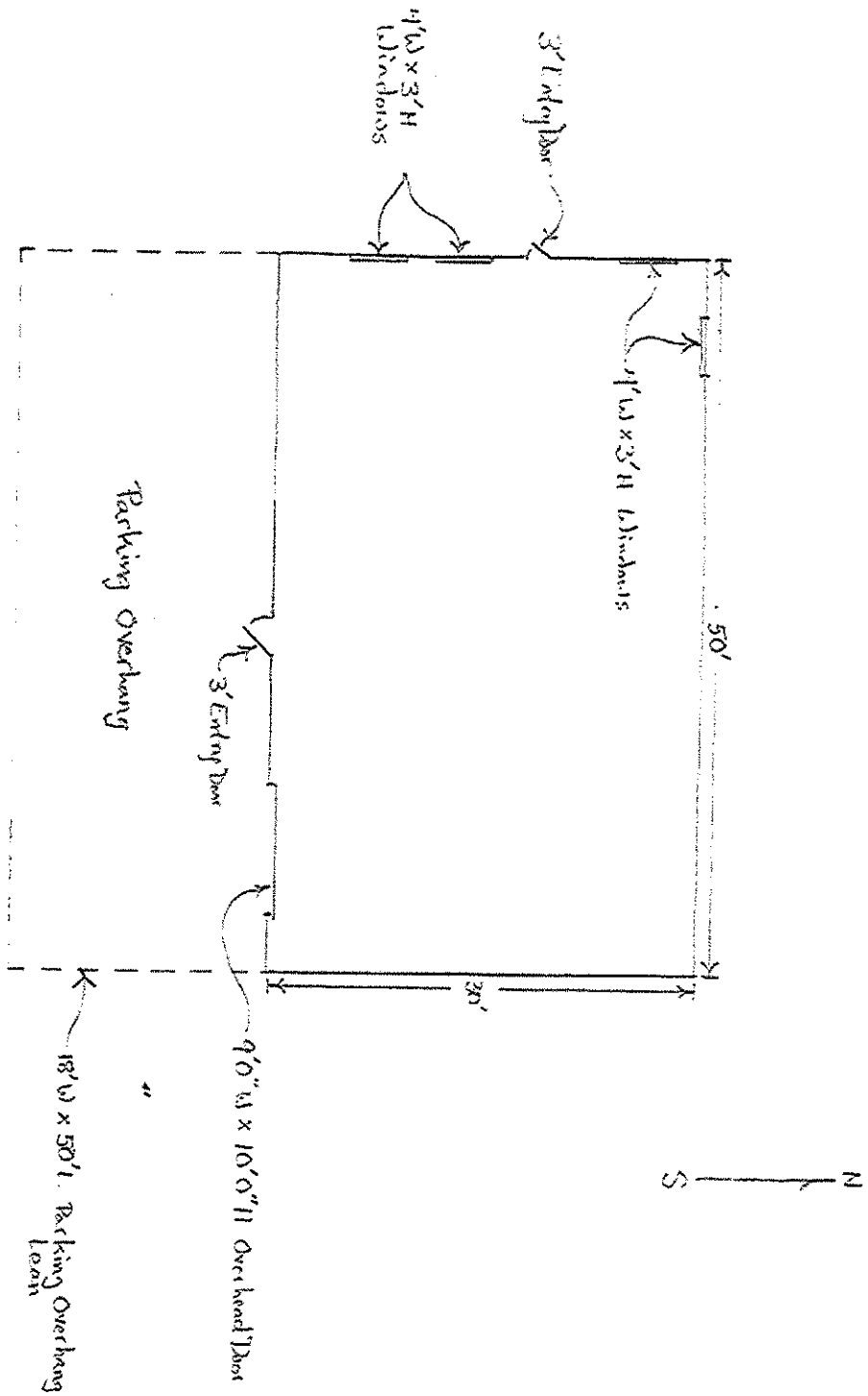
More specifically, the proposed services shall include, but are not limited to:

**General Description:** A Commercial quality building that is 30 feet wide and 50 feet long (bays at 8 feet 4 inches on center) with an eave height of 15 feet 4 inches and 14 feet truss clearance from the 100 feet mark. The building shall conform to IBC 2009. The roof and building shall be rated to withstand a 30 psf snow load and a 90 mph wind speed. The building shall be insulated and of post-frame or all steel construction with steel siding and roofing. A parking overhang lean shall be attached to the building that is 18 feet wide and 50 feet long.

- **Foundation:** Wet set brackets or anchors set on 8" X 36" trenched perimeter footings, 5" thick floor, tinted with color except in parking overhang area, power trowel smooth, saw cut joints, steel reinforced, and sealer applied except in parking overhang area. 5" X 6' X 6' landing provided at West walk door. 5" X 50' X 18' concrete slab provided in parking overhang area with a light broom finish.
- **Structure:** Any wooden columns used shall be non-spliced, treated, and laminated with a two bolt saddled truss to column connection and a 50 year warranty against rot and decay.
- **Exterior Finish:** 24 gauge steel with 35 year fade and chalk warranty, and galvanizing with up to 1 ounce of zinc corrosion protection. Colors used shall be approved by Solid Waste Superintendent before installation.
- **Ventilation:** Standard vented ridge caps to vent the entire ridge. 12 inch aluminum soffit that is vented on sidewall opposite of the parking overhang. 12 inch aluminum non-vented soffit on end walls.

- **Truss:** Trusses shall have a 3/12 pitch. Parking overhang lean shall have rafters with a 3/12 pitch that is contiguous and uniform with adjoining building roofline and a 10 feet 10 inch eave height.
- **Gutters:** Building shall have gutters installed on both sidewalls.
- **Doors:** One overhead door shall be installed that is 9 feet Wide and 10 feet High. This door shall be insulated with an electric opener installed. Two exterior walk in doors shall be installed. These doors shall be 3 feet wide and 6 feet 8 inches high, insulated, with steel exterior and stainless steel grade two entry knob and deadbolt. Both doors shall be keyed alike.
- **Windows:** Four windows shall be installed that are 4 feet wide and 3 feet high. The windows shall all be insulated double-pane windows, slide-open type, and provided with screens.
- **Interior Finish/Insulation:** 6 inch, R-19 fiberglass insulation with vapor barrier shall be installed in exterior walls and roof. White interior liner panels shall be installed with nailers every 24 inches on center on the interior walls of the building. Insulation and liner panels will NOT be installed in overhang lean.
- **Design/Plans:** Any necessary drawings or plans used for construction shall be provided by the bidder. The drawing provided by the City of Grand Island shall be used for bidding purposes only and shall not be used as construction plans.
- **Process and Scheduling:** The City of Grand Island shall provide a suitable, prepared building pad for construction no later than March 31<sup>st</sup>, 2014. The Solid Waste Superintendent or his representative shall provide contact information and notify the successful bidder when the building site is ready in a timely manner and shall coordinate the building activity with any other necessary contractors. This building is expected to be complete and ready for inspection/occupation by July 31<sup>st</sup>, 2014.

City of Grand Island, Landfill Office/Utility Building



\*This drawing shall be used for bidding purposes only and shall not be used as construction plans.

## EVALUATION CRITERIA

Proposals will be evaluated with the following considerations, along with the weight percentages assigned to each element which will be used to rank and evaluate the proposals:

- Proposed cost for the project. (35%)
- Responsiveness and completeness of proposal. (20%)
- Experience and qualifications of the company. (20%)
- Proposed agreement for the project. (10%)
- Proposed timeline for the project. (15%)

## PROPOSAL SHALL INCLUDE

In order to be carefully evaluated, the proposal shall include:

- Brief company profile.
- Brief approach to the project.
- Brief resume of key staff designated for the work.
- Proposed drawings and/or plans for the project.
- Brief summary of no more than five (5) similar projects the company has completed.
- Any exception(s) to the proposal requirements.

## PROPOSAL PROTOCOL

Jeff Wattier of the Solid Waste Division of the Public Works Department will be the City's contact person for additional information on this proposal (telephone number 308-385-5433, ext. 4). Interested firms shall send three (3) copies of their proposal to the City Clerk, Grand Island City Hall, 100 East 1<sup>st</sup> Street, P.O. Box 1968, Grand Island, NE 68802-1968. Proposals must be received by **4:00 P.M. (local time) on Tuesday, November 26, 2013**. Proposals must remain firm for ninety (90) days from the proposal due date. The City of Grand Island reserves the right to reject any or all proposals and to select the proposal which is deemed to be in the City's best interest, at its sole discretion.

## CONTRACT NEGOTIATIONS

The evaluation committee will rank the proposals. It is anticipated that no interviews will be necessary. The City will then negotiate with the highest ranked proposer. If a satisfactory agreement cannot be negotiated with the highest ranked proposer, then an attempt will be made to negotiate an agreement with the next highest ranked proposer.

## ANTICIPATED SCHEDULE

The following timetable is anticipated:

- November 26 Proposal due

- November 27      Begin negotiations
- December 10     City Council approve agreement
- March 31<sup>st</sup>        Issue notice to proceed
- July 31<sup>st</sup>          Complete work

## **GRATUITIES AND KICKBACKS**

City Code states that it is unethical for any person to offer, give or agree to give any City employee or former City employee, or for any City employee or former City employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

## **INSURANCE COVERAGE**

The proposer shall purchase and maintain at his expense as a minimum insurance coverage of such types and in such amounts as are specified herein to protect proposer and the interest of Owner and others from claims which may arise out of or result from proposer's operations under the Contract Documents, whether such operations be by proposer or by any Subcontractor or anyone directly or indirectly employed by any of them or for whose acts any of them may be legally liable. Failure of proposer to maintain proper insurance coverage shall not relieve him of any contractual responsibility or obligation.

## **WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY**

1. "Worker's Compensation and Employer's Liability." This insurance shall protect the Contractor against all claims under applicable State worker's compensation laws. This insurance shall provide coverage in every state in which work for this project might be conducted. The Contractor shall also be protected against claims for injury, disease, or death of employees which, for any reason, may not fall within the provisions of a worker's compensation law. This policy shall include an "all states" endorsement. The liability limits shall be not less than the following:

Worker's Compensation

Statutory Limits

Employer's Liability	\$100,000 each accident
	\$100,000 each employee
	\$500,000 policy limit

2. "Business Automobile Liability." This insurance shall be written in comprehensive form and shall protect the Contractor, Contractor's employees, or subcontractors from claims due to the ownership, maintenance, or use of a motor vehicle. The liability limits shall be not less than the following:

Bodily Injury & Property Damage	\$500,000 Combined Single Limit
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3. "Comprehensive General Liability." The comprehensive general liability coverage shall contain no exclusion relative to explosion, collapse, or underground property. The liability limits shall be not less than the following:

Bodily Injury & Property Damage	\$500,000 each occurrence
	\$1,000,000 aggregate

4. "Umbrella Liability Insurance." This insurance shall protect the Contractor against claims in excess of the limits provided under employer's liability, comprehensive automobile liability, and commercial general liability policies. The umbrella policy shall follow the form of the primary insurance, including the application of the primary limits. The liability limits shall not be less than the following:

Bodily Injury & Property Damage	\$1,000,000 each occurrence
	\$1,000,000 general aggregate

5. Additional Requirements. The City may require insurance covering a Contractor or Subcontractor more or less than the standard requirements set forth herein depending upon the character and extent of the work to be performed by such Contractor or Subcontractor.

Insurance as herein required shall be maintained in force until the City releases the Contractor of all obligations under the contract.

The Contractor shall provide and carry any additional insurance as may be required by special provisions of these specifications.

6. Certificate of Insurance. Satisfactory certificates of insurance shall be filed with the City prior to starting any work on this contract. The certificates shall show the City as an additional insured on all coverage except Workers Compensation. The certificate shall state that thirty (30) days written notice shall be given to the City before any policy is cancelled (strike the "endeavor to" wording often shown on certificate forms). If the Contractor cannot have the "endeavor to" language stricken, the Contractor may elect to provide a new certificate of insurance every thirty (30) days during the contract. The Contractor shall immediately notify the City if there is any reduction of coverage because of revised limits or claims paid which affect the aggregate of any policy.

## **FAIR EMPLOYMENT PRACTICES**

Each proposer agrees that they will not discriminate against any employee or applicant for employment because of age, race, color, religious creed, ancestry, handicap, sex or political affiliation.

## **LB 403**

Every public contractor and his, her or its subcontractors who are awarded a contract by the City for the physical performance of services within the State of Nebraska shall register with and use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

## **FISCAL YEARS**

The City of Grand Island, Nebraska operates on a fiscal year beginning October 1st and ending on the following September 30th. It is understood and agreed that any portion of this agreement which will be performed in a future fiscal year is contingent upon the City Council adopting budget statements and appropriations sufficient to fund such performance.

## **TITLE VI**

The City of Grand Island, 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 the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notified all bidden that it will affirmatively insure that in any contact entered into pursuant to this advertisement, minority business enterprises 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, or national origin, sex, age and disability/handicap in consideration for an award.



## **SECTION 504/ADA NOTICE TO THE PUBLIC**

The City of Grand Island does not discriminate on the basis of disability in admission of its programs, services, or activities, in access to them, in treatment of individuals with disabilities, or in any aspect of their operations. The City of Grand Island also does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. Questions, complaints, or requests for additional information or accommodation regarding the ADA and Section 504 may be forwarded to the designated ADA and Section 504 compliance coordinator.

Mary Lou Brown, City Administrator

308-385-5444, extension 140

100 East First Street, Grand Island, NE 68801

Monday through Friday; 8:00 a.m. to 5:00 p.m.

## **PROPOSAL TERMS AND CONDITIONS**

The City will not pay any costs incurred by the company in preparing or submitting the proposal. The City reserves the right to modify or cancel, in part or in its entirety, this RFP. The City reserves the right to reject any or all proposals, to waive defects or informalities, and to offer to contract with any company in response to any RFP. This RFP does not constitute any form of offer to contract.