



Request for Proposal

PROJECT:

Vinyl Fence Repair/Replacement

Parks and Recreation

Tooele County
47 South Main Street
Tooele, UT 84074

June 2022

INTRODUCTION:

Tooele County is soliciting proposals from qualified parties to repair and or replace fence and gates located at Deseret Peak Complex, 2930 UT 112, Grantsville, UT. The purpose of this Request for Proposals (RFP) is to obtain a contractor to repair and or replace vinyl fence and gates. The areas of concern for the purpose of this proposal are the 6ft privacy sections around the rentable pavilion and swimming pool.

Each party responding to this RFP is responsible to obtain all information, addenda, updates, etc., to meet the submittal dates and requirements.

Proposers are invited to conduct no-host site and facility inspections at their convenience. No appointment is needed.

SCOPE OF WORK:

Each proposal should have three separate bids.

1: A proposal to remove the existing 6ft vinyl fence and replace it with 6ft chain link fence with privacy slats.

2: A proposal to repair where possible and replace if needed the 6ft vinyl fence around the rentable pavilion including all posts and panels.

3. A proposal to repair where possible and replace if needed the 6ft vinyl fence around the swimming pool including all posts and panels.

I. Mandatory Requirements

The selected contractor will be required to:

- Complete work with proper permits obtained from Tooele County by selected contractor
- Contractor must maintain and provide proof of proper insurance for repair/replace and repainting as described herein.
- Provide a detailed schedule and staffing needs for fence repair project
- Details of fencing materials to be used for project
- Details of any warranty or guarantee you provide on your work
- Budget for project
- Three references who are familiar with your work in this field

II. Financial Requirements

All proposals must include a complete budget, detailing the following factors:

- Cost of materials and list of tools to be used on project
- Total amount of staff to be used for project, total cost of staff time
- Cost per fence: Please break out the price/cost of fencing repair and replacement per venue
- Cost of obtaining proper permits from Tooele County.

III. Qualifications

The selected operator must demonstrate that it possesses experience in fence repair and or replacement. Provide three (3) references who are familiar with your work in this field.

IV. 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 include a reasonable number of weather-delay days. For the purposes of this proposal, assume a reasonable start date.

V. Timeline for RFP Process (times are MDT)

Event / Action	Date
Advertise RFP	June 23, 2022
Questions Due	June 29, 2022
County's Response to Questions	June 30, 2022
Deadline for Submission of Proposals	July 8, 2022

PROPOSAL CONTENTS:

Proposals submitted for this project shall address all requested information. Firms are encouraged to keep the proposals brief and to the point, while still sufficiently detailed to allow for a fair evaluation. Proposals must include the following:

A) Cover Letter (1 page maximum)

The cover letter shall describe the offeror's business entity (corporation, LLC, partnership, sole proprietorship, etc.), and include: a statement of the offeror's general background, a discussion of the offeror's interest in the project, and the acknowledgement of receipt for any addendums.

B) Project Team

Identify project personnel and define their respective roles.

C) Substantive Content

Describe the offeror's abilities to meet or exceed the qualifications set forth in items I, II, III, and IV above.

D) Project Cost (Separately)

Pursuant to Utah Code Annotated (UCA) § 63G-6a-707(7), the cost proposal will be evaluated independently from the technical proposal; and as such, **must** be submitted separately from the technical proposal. Offerors must not include costs or pricing data in their responses to the Mandatory Minimum Requirements and the Technical Response.

Offeror must include on a separate document a complete budget. If an offeror fails to include a complete budget, then its proposal will be considered non-responsive, and the proposal will be rejected.

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 County Council awards the contract. By signing the cover letter and submitting a proposal, the proposer covenants that the proposer is fully qualified to provide the required services, and that the submitted information is true and accurate and may be relied upon in evaluating the proposal.

F) Non-Collusion Affidavit (Exhibit B)

The attached Non-Collusion Affidavit must be completed and returned with proposal.

PROPOSAL SUBMISSION:

Submission of the proposal can occur through the Utah State Purchasing U3P Website, or via mail of a physical copy. Mailing instructions are below:

Three, individually sealed, copies of the proposal must be received by 4PM on the the due date for submittal: July 8, 2022

Mailed submittals must be addressed and sent to

**Tooele County Administration Building
c/o Aspen Wimmer
47 South Main Street
Tooele, UT 84074**

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

Sealed Proposal of (Firm Name)
Landscape Services for Tooele County
Tooele County Administration Building

Questions must be submitted via email to Aspen Wimmer (aspen.wimmer@tooeleco.org) or through the Utah State Purchasing U3P Website, and are due no later than June 29, 2022 at 5pm.

Submissions, modifications or corrections received after the closing time on July 8, 2022 will be considered late and will not be opened.

If only one submission is received, County will evaluate proposal response to make sure the offer meets the minimum mandatory requirements and the technical RFP requirements stated in the RFP, and will determine if the cost proposal is fair and reasonable to award. Or, if time permits, resolicit submissions for the purpose of obtaining additional submissions.

Tooele County 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.

Tooele County reserves the right to extend or cancel all scheduled proposal due dates. Notice of such extensions or cancellations shall be sent via addendum to this RFP.

PROPOSAL REVIEWAL:

Proposals will be reviewed by a selection committee consisting of at least three persons.

Proposals will be scored as follows:

Qualifications:

Evidence the offeror has the ability to complete the design project through certification and/or examples of past work

Construction Materials:

Durability and longevity of the fencing materials.

Cost:

Purchasing will use the following cost formula: The points assigned to each offerors cost proposal will be based on the lowest proposal price. The offeror with the lowest Proposed Price will receive 100% of the price points. All other offerors will receive a portion of the total cost points based on what percentage higher their Proposed Price is than the Lowest Proposed Price. The formula to compute the points is: Cost Points x (Lowest Proposed Price/Proposed Price).

Technical Criteria:	Possible Points:
<i>Qualifications</i>	15
<i>Construction Materials</i>	20
<i>Cost</i>	65
Total:	100

The County may then enter contract negotiations with the proposer who, in the sole discretion of the selection committee, is determined to have submitted the proposal with the highest score and the most responsive and responsible proposal that meets all the RFP's requirements.

PROPOSAL REJECTION:

Tooele County reserves the right to reject any or all proposals submitted or make modifications to the scope of work, subject to appropriate negotiation. Tooele County agrees to not discriminate based on age, race, religion, sex, color, national origin, marital status, family status, source of income, sexual preference, mental or physical disability in review of the proposals or execution of agreements to the work. This RFP does not constitute any form of offer to contract. Tooele County will not pay any costs incurred by the proposer in preparing or submitting the proposal.

PROPOSAL ACCEPTANCE:

Award will be made to the highest scoring responsive and responsible offeror, meeting all RFP stated requirements.

Tooele County reserves the right to award a contract based on a proposal submitted or to further negotiate with proposer.

By submission of a proposal, proposer agrees to be legally bound, thereby if its proposal is accepted.

Contracts arising out of proposals submitted hereunder (including any negotiations that follow) shall not be binding on Tooele County, its officers, employees, or agents unless and until formally approved and duly executed by the Tooele County Manager or Council.

NOTIFICATION:

Due to Tooele County Policy, we have to present all responses in a County Council Meeting, and get approval on the selected vendor prior to award. This process can take some time, and because of this, the posting will be closed on the State Purchasing Solicitation U3P Website. Following the County Council Meeting where the award is approved, all responders will receive an email notification of the results. Attendance of County Council Meeting are also permitted. County Council Meeting information can be found on the County Website (tooeleco.org).

NON-COLLUSION AFFIDAVIT TO BE EXECUTED BY BIDDER AND
SUBMITTED WITH BID

_____, being first duly sworn, deposes and says that he or she is _____ of _____, the party making the foregoing bid. The bidder, offeror, or contractor represents that it has not: 1) provided an illegal gift or payoff to a Tooele County officer or employee or former Tooele County officer or employee, or his or her relative or business entity; 2) retained any person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, other than as exempted in the County conflict of interest ordinance; or 3) knowingly influenced (and hereby promises that it will not knowingly influence) a Tooele County officer or employee or former Tooele County officer or employee to breach any of the ethical standards set forth in the county conflict of interest ordinance, title 1, chapter 11 of the Tooele County code.

Responsible Managing Officer _____

Title _____

Organization _____

Address _____

STATE OF _____)
COUNTY OF _____) :SS

On this ___ day of _____, 2021, personally appeared before me, _____ who being by me duly sworn did say that he or she is the _____ of _____, and that the foregoing instrument was signed in behalf of said entity by proper authority, and he or she acknowledged to me that said entity executed the same.

NOTARY PUBLIC