



**REQUEST FOR PROPOSALS
FOR THE**

SOLID WASTE MAINTENANCE BUILDING

Due Date: January 20, 2022

**Public Works Department
433 N. Virginia Street, Prescott, AZ 86301
Phone: (928) 777-1130 | TDD: (928) 777-1100 | Fax: (928) 771-5929**

REQUEST FOR PROPOSALS

SOLID WASTE MAINTENANCE BUILDING

The City of Prescott, Arizona, Requests Proposals from Arizona licensed Contractors for complete construction services for the Solid Waste Maintenance Building. Proposals must be received **before 2:00 PM on Thursday, January 20, 2022**, at the City Clerk's Office, 201 S. Cortez Street, Prescott, AZ 86301. Any proposals received at or after 2:00 PM on the above stated date will be returned unopened. The City reserves the right to reject any and all proposals and assumes no liability for the cost of preparing a response to this request.

Complete information packets are available for public inspection at the Public Works Department, 433 N. Virginia Street, Prescott, AZ 86301 (Phone: (928) 777-1130; TDD: (928) 777-1100) or on the City's website at <http://www.prescott-az.gov/business/bids/>. Individual packets may be obtained free of charge on the City's website.

A pre-submittal conference will be held at the Transfer Station training room located at 2800 Sundog Ranch Road, Prescott, Arizona 86301 at 10:00 AM on Tuesday, January 4, 2022. The City highly recommends attendance at this pre-submittal conference as it would be the proposer's opportunity to see the site and meet and discuss any questions of City staff.

Published: 2TC December 19, 2021, and December 26, 2021

I. GENERAL INFORMATION

The City of Prescott (the “City”) invites qualified contractors to submit a written Proposal to provide and construct a pre-engineered metal shop building at the City of Prescott Transfer Station at 2800 Sundog Ranch Road in Prescott, Arizona. To be eligible for consideration, the Contractor must submit a Statement of Qualifications demonstrating appropriate competence, qualifications, and relevant construction experience with this type of project, along with bidding documents.

The City will apply a one-step process to select the successful Contractor for this project. The one-step selection process will involve review of the Statements of Qualifications and the Proposal. The Proposal shall include the completed Bid Schedule. The City will then evaluate the Statements and Proposals submitted and identify the highest ranked Contractor

A. DESCRIPTION OF WORK

The City is seeking a Contractor for the construction of a pre-engineered steel maintenance building located at the City of Prescott Solid Waste Transfer Station at 2800 Sundog Ranch Road in Prescott in Yavapai County, Arizona.

The Solid Waste Equipment Mechanic inspects, maintains, and repairs vehicles, trucks, heavy equipment and other associated equipment utilized in Solid Waste operations. To date, working conditions have required working on the bare ground in outdoor conditions for the last fifteen years. To provide a dedicated maintenance building will result in an all-weather work environment, and promote a safer work environment for City employees while increasing efficiency and productivity.

B. SCOPE OF SERVICES

The Contractor will provide preconstruction services and will hold the construction contract with the City for procurement of materials and construction of the project.

The Contractor will be responsible for construction means and methods. There will be no limit to the amount of self-performance allowed by the City.

Article XII – Bonds is deleted from this project. No Payment Bond or Performance Bond will be required.

All construction elements, as identified in the Bid Schedule, shown on the plans or details or described herein are required for construction and are to include all costs for associated work and materials required for a complete in place and operable item of construction.

All work items and materials not specifically itemized in the bid schedule and that are required for the construction are to be considered incidental to the total project bid amount.

The Bid Schedule includes a line item for Contract Allowance. The Contract Allowance item is for the purpose to encumber funds to cover the costs of possible contract

amendment work. The amount of the allowance is pre-determined by the City and is not subject to individual bid pricing. All bidders shall incorporate the amount pre-entered in the bid proposal and shall reflect the same in the total bid amount.

This allowance item provides an estimated funding to cover unforeseen changes that may be encountered and corresponding extra work that may be needed to complete the contract per the plans. Unforeseen extra work, if any, shall be in accordance with MAG Specifications and COP Supplement 109.4.

It shall be understood that this allowance is an estimate only and is based on contract amendment history of similar projects. It shall not be utilized without an approved contract allowance authorization. It is further understood that authorized extra work, if any, may be less than the contract allowance item. The Contractor, by submittal of bid, acknowledges that the total bid and individual bid items were prepared without anticipation of use of the contract allowance.

The Bid schedule includes a line item for Mobilization/Demobilization. This item shall not exceed nine (9) percent of the subtotal bid before adding the contract allowance and Mobilization/Demobilization amounts.

C. PROJECT LIMITS – EXISTING CONDITIONS

- The maintenance building is intended to be built on relatively flat ground in an area currently occupied by stored waste containers near the existing electrical panel northwest of the employee parking lot. Stored materials will be removed prior to construction.
- Building to be pre-engineered steel building on concrete slab on grade.
- Building shall be designed to appropriate snow and wind loads.
- Building to include roof drains and downspouts.
- Building color to match existing transfer station building color.
- Contractor to provide engineered foundation plan.
- Contractor to construct building pad and concrete foundation, minimum 6" thick, minimum 4,000 psi concrete.
- Existing grade to be raised approximately one foot to provide for positive drainage away from the building.
- The approximate dimensions of the proposed maintenance building are 50' x 40' x 25'H with two each rollup doors and one walk in door.
- Rollup doors to be manually operated, to include all hardware.
- Walk-in door to include all hardware.
- Two each 5' x 5' sliding windows with screens.
- Two each concrete approaches to the rollup doors and one concrete walk-in approach and overhead stoop to the walkup door to be included.
- Building to be insulated.
- No exterior site work beyond grading and aprons is anticipated.

- Water, sewer, and gas connections are not anticipated.
- No plumbing or HVAC is required.
- Contractor to obtain building permit.
- See attached drawings for general information.

D. PRE-SUBMITTAL CONFERENCE

A pre-submittal conference will be held in the Transfer Station training room at 2800 Sundog Ranch Road, Prescott, Arizona 86301 at **10:00 AM on Tuesday, January 4, 2022**. The City highly recommends attendance at this pre-submittal conference as it would be the proposer's opportunity to see the site and meet and discuss any questions of City staff.

The purpose of this conference will be to clarify the contents of this Request for Proposals (RFP) to prevent any misunderstanding of the City's intentions. Any doubts as to the requirements of the RFP, or any omission or discrepancy, should be presented to the City at this conference. The City will then determine the appropriate action necessary, if any, and issue a written addendum to the RFP. Oral statements or instruction will not constitute an addendum to this solicitation unless confirmed in writing by addenda.

E. REQUESTS FOR INFORMATION

Contractors who desire clarification of the project, selection criteria or submittal requirements shall restrict their inquiries to written communications only. All communications (other than delivery of the Proposal as defined below and discussion at the pre-submittal conference) shall be addressed to the City's Project Manager at the following:

Mr. George Henderson
Capital Project Manager
City of Prescott – Department of Public Works
430 N. Virginia Street, Prescott, Arizona 86301
Phone: (928) 777-1130
Fax: (928) 771-5929
george.henderson@prescott-az.gov

Requests for information must be received by the Project Manager **by 5:00 PM on Wednesday, January 12, 2022**. Responses or addenda will be issued **no later than 12:00 PM on Friday, January 14, 2022**.

F. ATTACHMENTS

- Bid Schedule
- City of Prescott Supplement to the Maricopa Association of Governments (MAG) Uniform Standard Specifications and Details for Public Works Construction (Technical Specifications)
- Project Plans