

SEDALIA PARKS AND RECREATION

REQUEST FOR PROPOSALS (RFP)

Clover Dell Park Sanitary Lagoon Fencing

ISSUE DATE: AUGUST 25, 2025

ISSUED BY: Sedalia Parks and Recreation
1800 West Third Street
Sedalia, MO 65301
Website : www.sedaliaparks.com

PROJECT CONTACT: Matt Harris
Project Manager
Phone : (660) 723-2602
Email : mharris@sedaliaparks.com

PROPOSALS DUE: SEPTEMBER 5, 2025
2:00 PM Central Standard Time

**Request For Proposals
Sedalia Parks and Recreation
Clover Dell Park Sanitary Lagoon Fencing**

1. INTRODUCTION

Sedalia Parks and Recreation is soliciting proposals for purchase and installation of two commercial chain link fences surrounding the two separate sanitary lagoon sites located at Clover Dell Park, 5257 32nd Street, Sedalia, Missouri.

2. SCOPE OF WORK

The perimeter of the fence for the first lagoon site is approximately 480 feet (120 feet by 120 feet). The perimeter for the second lagoon site is approximately 240 feet (60 feet by 60 feet). All work should include the installation of posts, top rails and double swing gates for each site. More specifically, the following specifications should be followed:

1. Galvanized chain link fence – 9 gauge minimum.
2. Gate posts – 4 inch SS-40.
3. Terminal posts – 3 inch SS-40
4. Line posts – 2.5 inch SS-40
5. Top rail – 1 5/8 inch SS-40
6. Gates – 12 foot wide double swing – 4 inch SS-40

The successful bidder is expected to provide a full range of services to furnish and install the two commercial chain link fences. Any deviation from the scope of work must be approved by the Project Manager. Alternate solutions may be acceptable.

Qualified firms should respond with one copy of a written proposal to include the following information:

1. Materials and approach to the work.
2. Information about the company - key personnel, qualifications and years of experience.
3. List experience with similar projects.
4. Past record of performance of the firm regarding quality of work, ability to work within budget constraints, ability to meet schedules, and follow-up on problems after substantial completion.
5. Fee structure for the project to include proposed fee and all reimbursable items.
6. Include a proposed contract.

3. TIMELINE

Listed below are specific and estimated dates and times of actions related to this RFP. In the event that it is necessary to change any of the specific dates and times for the events listed below, it will do so by issuing an amendment to the RFP as outlined herein.

<u>Date</u>	<u>Event</u>
August 25, 2025	Issuance of RFP
September 5, 2025, 2:00 p.m.	Submittals Due
September 11, 2025	Park Board Approval
September 12, 2025	Notice to Proceed

SUBMITTAL OF BIDS

Bidders shall submit bids to:

Sedalia Parks and Recreation
ATTN: Matt Harris
Project Manager
1800 West Third Street
Sedalia, Missouri 65301

Any questions should be directed to Matt Harris at (660)-723-2602, or mharris@sedaliaparks.com.

Proposals must be received by 2:00 p.m. Central Time, Friday, September 5, 2025.

Bids shall be submitted in a sealed envelope clearly marked with **Clover Dell Lagoons**, the bidder's company name, and the date and time for bid opening clearly and legibly marked on the outside.

Products and prices included in the bid may not be withdrawn for a period of 60 days after the date of bid opening without the express written consent of Sedalia Parks and Recreation.

All objections, appeals, or disputes must be filed with the Park Department within seven (7) days of being known or capable of being known.

Bid Opening

All bids will be publicly opened and read aloud at 2:00 p.m. at Heckart Community Center on Friday, September 5, 2025.

General Provisions Related to the Bidding Process**Substitute Materials or Work**

Substitute materials or work may be permitted upon approval of the Project Manager.

Reservation of Rights

Sedalia Parks and Recreation reserves the right at its sole discretion to accept or reject any or all bids, wholly or in part, to waive any informalities or irregularities therein or in the bidding process, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgement will best serve Sedalia Parks and Recreation interests. Sedalia Parks and Recreation reserves the right to investigate the financial condition of any bidder to determine his or her ability to assure service throughout the term of the contract.

Errors and Omissions

No bidder shall be permitted to use to his or her advantage any error or omission in this Invitation for Bid or related specifications.

Interpretation of Specifications or other Contract Documents Prior to Bidding

If any person contemplating submission of a bid for items contained in this Invitation for Bids is in doubt regarding the true meaning of any part of the Invitation for Bids documents, he or she may submit to Matt Harris an e-mail at mharris@sedaliaparks.com, requesting an interpretation or correction of the Invitation for Bids documents. Any interpretation or correction to the Invitation for Bids documents will be made by Sedalia Parks and Recreation by addendum and will be mailed or delivered to each bidder of record not less than 6 days prior to bid opening.

Questions Regarding Technical Specifications

Any and all questions regarding the technical specifications shall be directed to Matt Harris at (660) 723-2602. Any material changes to the bid specifications arising as a result of such questions shall be approved by Sedalia Parks and Recreation in writing and mailed or delivered to each bidder of record not less than 6 days prior to bid opening.

Payment

All items, including labor and materials for the Work will be paid in a single lump sum payment upon successful completion of the project. The date upon which the written invoice for such materials and services is delivered by hand, e-mail, or by U.S. Mail, to Sedalia Parks and Recreation, 1800 West Third Street, Sedalia, Missouri, 65301.

Bidders are informed that the successful bidder shall comply with the Missouri Public Prompt Payment Act (Sections 8.960 and 8.962, RSMo) regarding payments to subcontractors and material suppliers in relation to the contract awarded as a result of this Invitation for Bids.

Sedalia Parks and Recreation expressly reserves its rights to withhold, in good faith, payment or final payment in accordance with Sections 8.960 and 8.962, RSMo, and in accord with the contract awarded as a result of this Invitation for Bids. Final payments will be made in accordance with Sections 8.960 and 8.962, RSMo.

4. SPECIFIC REQUIREMENTS FOR BIDS

The submitted proposal must follow the rules and format established within this RFP. Adherence to these rules will ensure a fair and objective analysis of all proposals. Failure to complete any portion of this request may result, at the City's sole discretion, in the rejection of a proposal.

Construction Safety Training

Bidders are informed that the Project is subject to the requirements of Section 292.675, RSMo, which requires all contractors or subcontractors doing work on the Project to (1) provide; and (2) require its on-site employees to complete, a ten (10) hour course in construction safety and health approved by the Occupational Safety and Health Administration ("OSHA") or a similar program approved by the Missouri Department of Labor and Industrial Relations that is at least as stringent as an approved OSHA program. The training must be completed within sixty (60) days of the date work on the Project commences. On-site employees found on the worksite without documentation of the required training shall have twenty (20) days to produce such documentation.

Federal Work Authorization Program and Proof of Lawful Presence

- Bidders are informed that pursuant to Section 285.530, RSMo, as a condition of the award of any contract in excess of five thousand dollars (\$5,000.00), the successful bidder shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection to the contracted services.
 - E-Verify is a qualified federal work authorization program. Additional information about E-Verify can be found at www.uscis.gov/verify.
- Bidders shall also sign and submit with the bid an affidavit affirming that it does not and will not knowingly employ any person who is an unauthorized alien in connection to the contracted services. See Exhibit 1.

Anti-Discrimination Against Israel

Section 34.600, RSMo., requires the City to ensure that contractors are not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel. Successful bidders will be required to execute a sworn affidavit affirming these facts before entering into a contract.

City Business License Requirement

Bidders are informed that the successful bidder will be required to obtain or prove possession of a valid business license issued by the City of Sedalia pursuant to Chapter 12 of the City Code.

Insurance Requirements

Bidders are informed that the successful bidder will be required to obtain insurance coverage, which shall contain an endorsement, addendum, or rider amending the general liability policy to include the Sedalia Parks and Recreation Department as an additional insured, for the following types of insurance and in the following minimum amounts:

- Workmen's Compensation Insurance - per Statutory requirement
- Comprehensive General & Auto Liability
 - Bodily injury, including death & Property Damage \$ 1,000,000 per occurrence
\$ 2,000,000 aggregate

United States and Local Products Preference

Bidders are informed that the Missouri Domestic Products Procurement Act (Sections 34.350 to 34.359, RSMo) requires manufactured goods or commodities used and supplied in the performance of a contract for construction, alteration, repair, or maintenance of any public works, which contract is valued at \$25,000 or more, to be manufactured or produced in the United States.

Bidders are further informed that the Bidders are further informed that the purchasing policy for the City of Sedalia includes a local products preference policy, a copy of which policy is available upon request to the City Clerk. Consequently, the award of contracts for materials and supplies and also for labor will be made in accordance with that policy. Furthermore, successful bidders will be required to abide by the City's policy in completing the Work.

5. ASSESS RFP DOCUMENTS

Before submitting a proposal, vendors shall examine the specifications in order to understand all existing conditions and limitations. The vendor shall indicate in the proposal the total sum to cover the cost of all items included in the RFP.

6. COSTS OF RFP PREPARATION AND SUBMISSION

Each vendor shall be responsible for all costs incurred in order to prepare and submit their response to this RFP.

7. PROPOSAL REVIEW

All documents submitted as part of the vendor's proposal will be deemed confidential during the evaluation process. Vendor proposals will not be available for review by anyone other than the City's project team or its designated agents. There shall be no disclosure of any vendor's information to a competing vendor prior to the project team making a recommendation to the Sedalia Parks & Recreation Board. All applicable information will be subject to public disclosure in accordance with the Freedom of Information Act, at award of contract, cancellation of this RFP, or within 180 days, whichever shall occur first.

8. PROPOSAL

Proposals received by the closing date and time will be opened and evaluated by Sedalia Parks and Recreation. Proposals not received by the closing date and time will remain unopened and will not be considered. Incomplete proposals may, at the park department's sole discretion, be disqualified from consideration.

The Sedalia Parks and Recreation Department reserves the right to amend or clarify the specifications at any time prior to the closing for receipt of proposals. Copies of any amendments may be transmitted to prospective vendors via fax, e-mail or mail.

Statement of Understanding

The City anticipates a contract award date of September 12, 2025 with work commencing shortly thereafter and completed by October 30, 2025. **Provide a statement verifying your understanding of the anticipated contract award and completion date.** Vendors may not withdraw their proposal for a period of ninety (90) days after the closing date for submission of proposals.

9. RIGHT OF REFUSAL

The City reserves the right to reject any or all RFPs in their entirety. The City reserves the right to award the contract in any manner deemed in the best interest of the City.

10. EVALUATIONS

The primary criteria for vendor evaluation and consideration are:

- Completeness and thoroughness of proposal

- Prior experience with similar projects
- Overall project approach
- Favorable past experiences of the City and/or references in working with the vendor

Evaluation of the proposals is expected to be completed within 5 calendar days after the stated closing date. The proposal selected shall be the proposal deemed to be in the best interests of Sedalia Parks and Recreation while providing the most cost-effective approach to meet the stated requirements. The lowest priced proposal will not necessarily be selected.

Sedalia Parks and Recreation reserves the right to a) reject any or all proposals, or to make no award, b) require modifications to initial proposals or c) to make partial or multiple awards. Sedalia Parks and Recreation reserves the right to request clarification or explanation on any proposal submitted. Sedalia Parks and Recreation further reserves the right to excuse technical defects in a proposal when, in its sole discretion, such excuse is in the best interests of Sedalia Parks and Recreation.