

SEDALIA PARKS AND RECREATION

REQUEST FOR PROPOSALS (RFP)

Liberty Park Pool Caulking Maintenance, Lane Markings, Gutters and Incidental Pool Markings

ISSUE DATE: OCTOBER 27 , 2025

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

PROJECT CONTACT: John Simmons
Assistant Director of Parks
Phone : (660) 851-7605
Email : jsimmons@sedaliaparks.com

PROPOSALS DUE: NOVEMBER 7, 2025
2:00 PM Central Standard Time

Request For Proposals
Sedalia Parks and Recreation
Liberty Park Pool Caulking Maintenance, Lane Markings,
Gutters and Incidental Pool Markings

1. INTRODUCTION

Sedalia Parks and Recreation is soliciting proposals for the caulking maintenance, lane markings, gutters and incidental pool markings of the Liberty Park pool. The pool is approximately 12,000 square feet containing 300,000 gallons. It is a zero-depth entry pool, with five lap lanes, a diving well and waterslide.



Pool dimensions approximately 190 feet by 85 feet.

2. SCOPE OF WORK

The following specifications should be followed:

1. Clean and prepare surfaces for the re-application of lane markings, gutter paint and incidental pool markings, protecting all surrounding surfaces, equipment and appurtenances. ().
2. Remove any existing resurfacing to match existing thickness.
3. Remove all old, desiccated caulking between pool perimeter and deck surface and replace with a polyurethane caulk to provide water-tight seal. Approximately 245 feet of deck sealant and 200 feet of pool sealant.
4. Prepare surface to allow for installation of new surface.
5. Power wash with either TSP (tri-sodium phosphate) or muriatic acid wash to remove all chalk and loose paint.
6. Apply Tnemec Series 215 surfacing epoxy to fill voids and provide a smooth, uniform surface where necessary.
7. Apply once coat of Tnemec Clear Sky Blue on blue gutter with two coats on inside wall blue band.
8. Apply two coats of Tnemec Black on all black lanes, targets and toe ledges.
9. Apply depth markers and "NO Diving" on top of gutter (black).
10. Clean up and proper disposal of all materials used in the project and any surrounding areas disturbed in the project's completion.
11. Warranty – bidder will include warranty paperwork with the bid package.

The successful bidder is expected to provide a full range of services to furnish materials and labor to complete the scope of work. 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. A valid copy of the signature page completed and signed by the Contractor, the Social Security Administration, and the Department of Homeland Security - Verification Division.
7. 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>
October 27, 2025	Issuance of RFP
November 7, 2025, 2:00 p.m.	Submittals Due
November 13, 2025	Park Board Approval
November 14, 2025	Notice to Proceed
April 30, 2026	Project Completed

All work (including cure times) must be completed by April 30, 2026.

Provide a statement verifying your understanding of the anticipated contract award and completion date with your application.

SUBMITTAL OF BIDS

Bidders shall submit bids to:

Sedalia Parks and Recreation
ATTN: John Simmons
Assistant Director of Parks
1800 West Third Street
Sedalia, Missouri 65301

Any questions should be directed to John Simmons at 660-851-7605, or jsimmons@sedaliaparks.com

Proposals must be received by 2:00 p.m. Central Time, Friday, November 7, 2025.

Bids shall be submitted in a sealed envelope clearly marked with **Liberty Park Pool**, 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 the 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, November 7, 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 John Simmons an e-mail at jsimmons@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 John Simmons at (660) 851-7605. 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. Attached, see Exhibit 1.

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 November 14, 2025 with work commencing at a mutually agreed time thereafter and completed by April 30, 2026. **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.

Exhibit 1
AFFIDAVIT

COMPLIANCE WITH THE WORK AUTHORIZATION LAW
(as required by Section 285.530, Revised Statutes of Missouri)

As used in the Affidavit, the following terms shall have the following meanings:

EMPLOYEE:

Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM:

Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employee, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY:

A person acts knowingly or with knowledge,

- (a) with respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or
- (b) with respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN:

An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

Before me, the undersigned Notary Public, in and for the County of _____, State
of _____, personally came and appeared _____

(Position) of the _____
(Name of the Company)

a corporation, and after being duly sworn did depose and say that all provisions and requirements set out in Chapter 285.530 (2) Missouri Revised Statutes, have been fully satisfied and there has been no exception to the full and complete compliance with said provisions and requirements.

Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and Sedalia Parks and Recreation.

Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.

Attached hereto is documentation affirming Contractor's enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

LIBERTY PARK POOL Caulking Maintenance, Lane Markings,

Gutters and Incidental Pool Markings

located at in Sedalia, Pettis County, Missouri, and completed on the ____ day of _____, 2025.

(Signature)

Subscribed and sworn to me this _____ day of _____, 2025.

My Commission expires: _____

Notary Public

PLEASE NOTE:

Acceptable enrollment and participation documentation consists of the following 2 pages of the E-Verify Memorandum of Understanding:

- (1) A valid, completed copy of the first page identifying the Contractor; and
- (2) A valid copy of the signature page completed and signed by the Contractor, the Social Security Administration, and the Department of Homeland Security - Verification Division.