



August 1, 2019

Issuance Date: August 2, 2019

Closing Date: August 16, 2019

Closing Time: 3:00 p.m.

Subject: West-Central Independent Living Solutions (WILS), a nonprofit organization, Requests for Proposals (RFP) for the construction of a 25-foot by 20-foot metal General Purpose Storage Facility, including concrete extension of existing parking lot to storage facility construction (“Project”).

**Description of Services:**

The Project is located west of WILS home office, 612 N Ridgeview Drive, Warrensburg, MO 64093 and adjacent to an existing 25-foot by 20-foot metal storage facility.

The Project includes:

- Construction of one metal building with conditioned space, site improvements and infrastructure
- Removal and replacement of existing deteriorated concrete parking area
- Extension of existing concrete parking area to the new metal storage facility

This project requires an experienced contractor to design and execute the job. The Contractor shall provide all labor, material, tools, equipment, supervision and other related items required to complete the project as per scope of work and specifications.

**Pre-bid Job Walk Site Inspection:**

Contractors are advised to visit the site, verify the existing site conditions to develop their proposal. To schedule a site visit, contact Kathy Wyatt (660) 422-7883 ext. 103 or by email: [kw Wyatt@w-ils.org](mailto:kw Wyatt@w-ils.org).

**Submittals:**

The contractor shall submit the following:

1. Plans for site preparations, including storm water management.
2. A full set of layouts/designs of the shed and all its utilities including all required openings, including plans and sections drawn to scale for review.
3. Complete data on materials including accessories and fittings.

**Request for Proposals must be received at the front desk of WILS Warrensburg office, 612 N Ridgeview Drive, Warrensburg, MO 64093 by Friday, August 16, 2019, 3:00 PM.**

**Project Scope of Work:**

Site improvements include, but may not be limited to, driveway improvements, site lighting, landscaping, and storm water management. Infrastructure improvements include, but may not be limited to, connection to existing electric utility services required for the operation of the facility. The contractor will design and install all utility modifications required to support this project. Design of storm water management shall include a complete storm water drainage system that

effectively and positively directs water away from structures, walks and equipment. No standing water shall be allowed on pavements, walks, lawns or other surfaces except as required by the City of Warrensburg.

Site preparation: The contractor shall be responsible of leveling the site to allow flat level surface, making a proper bed and pour a cement slab and a cement parking lot and walkway to connect with the existing parking lot and walkway. When the building is placed on the slab, the construction must allow water runoff to deflect away from the cement, reducing the chance of water seeping into the building.

Structure: The contractor shall be responsible to provide materials for the construction of a 25-foot by 20-foot building

- The height of the building will align with the existing storage shed
- The interior walls and roof will be insulated
- The floor will be the concrete slab
- The shed shall have one front main double door, on the east side of the building
- The building shall have 6 LED, double bulbs, two feet light fixtures and six electrical outlets (2 on each wall).

Parking Lot: The contractor shall demolish, remove and replace existing deteriorated concrete parking area in front of the main entrance of the building. In addition, the contractor will extend the existing parking lot to the west of the current parking lot so the concrete parking lot connects to the new shed construction and existing sidewalk.

**► All materials, doors, accessories, parts, electrical/lighting fixtures, switches and wiring shall be new, of high quality and conform to the latest US Standards specifications and local codes.**

### **Time of Commencement and Completion**

The work to be performed shall begin upon the receipt of the signed contract and completed by September 20, 2019. Start date is anticipated to be on or about August 26, 2019.

### **Building Codes, Classification, Permits**

It is expressly understood that the Contractor will be solely responsible to design the project in accordance with all applicable codes in the State of Missouri, County of Johnson, City of Warrensburg and obtain any required local, county or state building permits.

### **Conditions of Contract**

#### **1. General**

This is a firm fixed price for the entire work and amount quoted shall include all work described in scope of work and general condition of contract. The lump sum price quoted shall be fixed and nothing extra will be entertained on any account.

Contractor shall restore all surfaces disturbed by construction.

Any deviation from the original contract/scope of work shall be informed to WILS before work begins. No additional work or changes will be carried out without a contract modification.

## 2. Responsibilities of Contractor

Contractor shall be responsible for procuring, supplying, transporting, and providing all labor, materials, tools and equipment etc., required for completion of the work in all respects and as per the scope of the work.

All expenses towards mobilization at site and demobilization including bringing in equipment, workforce and materials, dismantling the equipment, clearing the site etc. shall be deemed to be included in the rates quoted by the contractor against various items of schedule of rates and no separate payment on such expenses shall be entertained.

Some kit-type sheds come with construction plans, the Contractor must contact the City of Warrensburg Planning and Community Development to make sure the kit is acceptable for permitting.

The City of Warrensburg has adopted or amended several codes that effect development and construction projects. The Contractor is responsible to insure City of Warrensburg standards, codes and regulations are followed.

It is the Contractors responsibility to insure required inspections are requested and obtained at specific times during construction. The Project must pass the City of Warrensburg inspection before the Project can be considered as completed. Contractor shall mention all inspection dates in the work schedule chart.

Contractor shall employ and proved one full time engineer to supervise the project and has experience to carry out such type of work.

Contractor should keep the site clean and accessible to WILS employees and clients at all times.

## 3. Execution of Work

The Contractor should visit and walk through the site to familiarize themselves with the site conditions to understand the exact quantum of work.

On award of the work, Contractor shall submit a proposed start date and plan for the duration of the project prior to the start date.

On completion of project, Contractor shall remove all surplus materials and leave the site in a clean condition.

## 4. Insurance, Certificate of Insurance

The contractor shall, at its expense, maintain insurance during the life of the contract Commercial General Liability Insurance in the amount of one-million dollars (\$1,000,000) and Missouri statutory Workers Compensation. Certificates of Insurance shall be furnished by Contractor to WILS before any work is commenced by Contractor.

## 5. Warranty

The contractor shall guarantee that all work performed will be free from all defects in workmanship and materials and that all installation will provide the capacities and characteristics specified. The contract further guarantees that if, during a period of three years from the date of the certificate of

completion and acceptance of the work, any such defects will be repaired by the contractor at his expense.

**Opening, Evaluation and Contracting**

WILS will read each contractor's proposed bid value at 3:00 PM on Friday, August 16, 2019, at WILS Warrensburg office.

WILS reserves the right to select the contractor they deem the best fit to perform this work. WILS will review all submitted proposal materials prior to selecting a contractor for this project. WILS anticipates entering into a contract the successful bidder to execute the proposed work. All proposals upon submission become the property of WILS. The Request for Proposals does not commit WILS to award a contract, to pay any costs incurred in the preparation of a proposal or to contract for the goods and/or services offered. WILS reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with all qualified offerors or to cancel this Request for Proposals, if it is in the best interest of WILS to do so.