



REQUEST FOR BIDS Public Works Contract SPECIFICATIONS FOR BALLFIELD RENOVATION

DATE OF RELEASE: August 6, 2013 at 8:00am (cst)
DATE OF CLOSING: August 19, 2013 at 4:30pm (cst)
RFP ID: 0806201302

STATEMENT OF PURPOSE:

The City of Helena, Alabama is hereby posting this request for bids to renovate eight (8) infields on the ballfields in Helena, Alabama. The City of Helena will consider bid packages from qualified contractors. Any firm or bid package which is found not in compliance with the RFP specifications and requirements will be disqualified from the bid. Bids shall be sealed and delivered to the office of the City Clerk located at 816 Highway 52 East, Helena, AL 35080 or mailed to P.O. Box 613, Helena, AL 35080 no later than 4:30 pm (cst), August 19, 2013. All bids must comply with Alabama State Law, including but not limited to, Ala.Code (1975) 41-16-50 et seq. and 31-13-9 et seq. and provide documentation of enrollment in the E-Verify Program pursuant to Ala. Code 31-13-9. All bid information must be typed or printed in black ink. Bids shall be clearly marked "sealed bid", along with the bid name, number, and date of opening listed on the outside of the bid package.

SCOPE OF SERVICES:

This is a design/build project and the owner desires each of the infields to be renovated and available for play by September 30, 2013. Listed below are the minimum activities to be included in the infield renovations. Proposal should outline the scope of work, proposed materials, and project duration along with contractor qualifications.

SPECIFICATIONS.

Skinned Area Renovation of eight (8) Baseball/Softball Infields

1. Paint infield sod lines.
2. Cut and remove sod along painted lines
3. Install one (1) load of infield mix on each field
4. Blend new infield mix with existing mix.
5. Laser grade infield mix to slope of best fit (target 0.5% @ +/-0.5")

6. Groom infield
7. Care should be taken to protect existing anchors. And damaged must be replaced by contractor.

BID RESPONSE CONTENT.

Each bid must use the following format, providing a response to each line item, and include attachments within their bid package.

QUALIFICATIONS OF CONTRACTOR.

1. An Alabama licensed general contractor whose primary business is in the installation, renovation and management of athletic fields;
2. Has successfully renovated five (5) similar projects per year during each of the last three (3) consecutive years;
3. Use of laser technology including; a laser controlled, hydraulically activated land plane, tractor with turf tires, tiller, grooming equipment to include nail drag and mat drag;
4. Licensed as required by Title 34, Chapter 8, Code of Alabama, 1975;
5. Licensed as required by Alabama Department of Agriculture and Industries for Professional Services;
6. Able to provide a Certificate of Insurance for Comprehensive General Liability, Comprehensive Auto, and Workman's Compensation and the ability to maintain in full force and effect during the entire contract period.

BID QUALIFICATIONS:

Please provide confirmation and a response to each item listed below.

Statement of qualifications and experience

Number of years engaged in business.

Fully describe your company and experiences.

History of successful and stable company operation for a period of at least (1) year.

List of past and present contracts similar to this RFP within the State of Alabama.

Include names and qualifications of personnel to be assigned to managing this proposed agreement.

The firm is currently licensed, insured, and authorized to conduct business in the City of Helena, Shelby County, and the State of Alabama.

Please attach a copy of all licenses and insurance.

SUBMISSION.

Bid packages shall be sealed with (1) master copy and (6) additional copies, and delivered to:

The City of Helena
ATTN: Amanda Traywick, City Clerk
816 Highway 52 East, Helena, AL 35080

All bid proposals must be received no later than the posted deadline of August 19, 2013, at 4:30pm (cst). Bid packages submitted after the posted date and time will not be accepted. Bid packages must be sealed and clearly marked with the Bid #, title, and the date of bid opening. Proposals may not be withdrawn for a period of (30) days after the closing date. The City of Helena reserves the right to reject any and all bids.

Please insure that each item is included within your bid package. Failure to provide a complete package of submittals may result in disqualification from the bid process.

Business Name

Authorized Business Representative Name (Print)

Authorized Business Representative Signature

____/____/_____
Date of Submission