

CITY OF TAYLORSVILLE



INVITATION TO BID

GRANITE MATERIAL AND FABRICATION/INSTALLATION FOR FUTURE VETERANS MEMORIAL

City of Taylorsville
2600 West Taylorsville Blvd.
Taylorsville, Utah 84118

Proposals Due , September 9, 2011 @ 3:00 p.m.

The City of Taylorsville
2600 West Taylorsville Boulevard (5320 South)
Taylorsville, UT 84118

Invitation to Bid

Granite Materials and Fabrication/Installation for Future Veterans Memorial
Due September 9, 2011 at 3:00 p.m.

1. **Introduction.** The City of Taylorsville (the “City”) is requesting Bids (“Proposals” or “Responses”) from qualified bidders (“Bidder(s)”) to provide Granite costs and fabrication/installation costs for the City’s future Veterans Memorial.

1.1. **Intent.** It is the intent of this Invitation to Bid (this “Bid”) to set forth the minimum acceptable requirements for Responses to this Request.

2. **Background and Detailed Description of Product and Installation Services.** The product will be Granite and the bid shall include all costs associated with the installation. A more detailed description of the Product and Fabrication/Installation Services is attached hereto as Exhibit “B.”

3. **Bid Requirements.** Three (3) copies of Responses are required to be submitted to Patricia Kimbrough as listed below no later than 3:00 p.m. on September 9, 2011. Guidelines for responses are described in Exhibit “A” attached hereto. Any response, modification, or amendment received after the due date and time is late. No late Responses will be accepted. No electronic Responses (facsimile, e-mail, or telegraphic) will be accepted. Bids must include the following elements and be signed by an authorized representative of the Bidder. Bidders must also include a signed Certification in the form attached hereto.

3.1. **Introductory Letter.** An introductory letter expressing an interest in providing the Services should be included. The introductory letter should be addressed to:

Patricia Kimbrough
City Administrator’s Office
TAYLORSVILLE CITY
2600 West Taylorsville Blvd.
Taylorsville, UT 84118

Include an e-mail address for the primary contact of the Consultant.

3.2. **Experience and Qualifications.** Describe, in sufficient detail, the Bidder’s experience and qualifications that are relevant with respect to the Services. Listing

personnel in response to this item constituting the Bidder's agreement that such personnel will actually provide the Services.

3.3. Approach to the Services. Describe in sufficient detail the proposed approach to provide the Services.

3.4. Cost. Detail the proposed all-inclusive cost for the materials and installation, which includes, but is not limited to, all expenses, costs, supplies, etc. Place bids on the attached **BID SHEET** Exhibit "C."

3.5. References. Include the name, address, and contact person of at least three companies with which the Bidder has provided similar Granite and installation. The City may contact such references.

4. **Identification of Anticipated Potential Problems.** Bidders should identify and describe any potential problems with respect to providing the material and installation.

5. **Evaluation Criteria and Scoring Process.** All Bidders received will be reviewed by a Review Panel (defined below). Each evaluation criterion has been given a percentage based on its relative value as a whole. The criteria and each associated percentage are as follows:

| <u>Evaluation Criteria</u> | <u>Weight</u> |
|-------------------------------|---------------|
| Experience and Qualifications | 30 % |
| Approach to the Services | 10% |
| Cost | 60 % |
| Total | 100% |

6. **Selection.** Interviews with Bidders may be conducted with those determined by the City to be reasonably susceptible of being selected for the award. In addition, one or more Bidders may be invited to interview, provided however, award of contract may be extended without discussion or interview. The above criteria will be used unless modified in the interview evaluation. A Review Panel or individual(s) will be appointed by the City (referred to hereinafter as "*Review Panel*"). Based on the results of the interview, if any, interviews, if any, and proposal scoring, the Bidders will be rated by the Review Panel, and such recommendations will be forwarded to the mayor. The Mayor will make the final selection. The mayor may select one or more Bidders to provide the Services.

7. **General Information.** The City reserves the right to reject any and all Responses. The City reserves the right to amend, modify or waive any requirement set forth in this Request. Response to this Request is at the Bidder's sole risk and expense. All Bidders must comply with applicable federal, state, and local laws and regulations. Except for written responses provided by the contact person described below, the City has not authorized anyone to make any representations regarding the subject matter of this Request. All requests for clarification or additional information regarding this Request must be submitted in writing to the contact person described below no later September 6, 2011 at 3:00 p.m. The contact person will endeavor to respond to such request for clarification or

additional information and if the contact person deems, in his sole and absolute discretion, that such response is of general applicability, his response, if any, will be posted on the City's website at www.taylorsvilleut.gov (which constitutes a written response). Entities responding to this Request are encouraged to review such website frequently. The City anticipates selecting one or more of the responding Bidders, but there is no guaranty that any responding Bidder will be selected. Responses will be placed in the public domain and become public records subject to examination and review by any interested parties in accordance with the Government Record Excess Management Act (UTAH CODE ANN. § 63-2-101, *et seq.*). All materials submitted in response to this Request will become the property of the City and will be managed in accordance with the Government Record Access Management Act.

8. **Terms of Contract.** The successful Consultant will be required to enter into a written agreement with the City to provide the Services. If the selected Bidder and the City attorneys' office are unable to negotiate an acceptable agreement, then another Bidder (s) will be selected by the Mayor and negotiation will continue with such other Bidder(s) until an acceptable agreement is completed.

9. **Contact Person.** For further information or for American with Disabilities Act (ADA) accommodation, contact Donald Adams, Economic Development Director, at dadams@taylorsvilleut.gov or (801) 963-5400, 2600 West Taylorsville Boulevard, Taylorsville, Utah 84129.

Exhibit “A”

Guidelines

Number Responses sequentially on the upper right hand corner of the cover.

Color is allowed.

8-1/2" x 11" page sizes.

One (1) inch margins (exceptions: Consultant Name/Logo and Page Headers/Footers may be within the margin).

Size 12 Font.

Bind Responses on left side.

Provide tabs for each section of the Response.

Front and back cover pages are encouraged.

Generally, responses must not exceed 25 pages (excluding any appendices and cover letter).

Exhibit “B”

SPECIFICATIONS

1. All fabrication methods and tolerances will be in accordance with the current version of the NBGQA (National Building Granite Quarriers Association) Specification for Architectural Granite.
2. Physical property testing, anchor testing, and samples for testing are excluded. Historical test data will be made available upon request at no charge.
3. Design, engineering and certification of shop drawings and anchoring systems by registered professional engineer are to be included in bid pricing.
4. The City of Taylorsville will supply current DWG AutoCAD files for shop drawing preparation.
5. Supply of standard stainless steel anchors and anchor provisions are to be included in bid pricing. Backup framing materials, fasteners that tie the granite anchors back to the structure, and miscellaneous support metals are to be included in bid pricing.
6. Mockups are excluded.
7. Samples for approval will be provided.
8. Supply of shims, flashing, caulking, mortars, or other related appurtenances are to be included in bid pricing.
9. Supply and or application of sealant, impregnator, anti-graffiti, or repellent products are to be included in bid pricing.
10. Carving and or lettering is excluded.
11. Minimum joint width of 1/4" is required for exterior applications.
12. Central statue base and memorial wall pier cap units are priced without a manufactured "wash". Units are to be tipped during installation to provide slope, if required.
13. Stacked stone wall facing is excluded.
14. Freight and shop drawings are to be included in bid pricing.
15. Use attached Bid Sheet accompanied by the

Exhibit “C”
Veterans Memorial
Granite Bid
Fabrication and Installation
BID SHEET

| Description | Granite | Finish | Thickness | Pieces | Approx Sq Ft | Amount | Material Unit Cost | Alternate #1 Installation Cost |
|---|-----------------------------|---------|-----------|--------|--------------|--------|--------------------|--------------------------------|
| Exterior Central Statue Base | Brown Tone = Submit Samples | Thermal | 12" | 8 | 204 | \$ | \$ | \$ |
| Exterior Memorial Wall Pier Caps | Brown Tone = Submit Samples | Thermal | 3" | 4 | 72 | \$ | \$ | \$ |
| Exterior Memorial Wall - Radial | Brown Tone = Submit Samples | Polish | 6" | 8 | 155 | \$ | \$ | \$ |
| Exterior Flagpole Caps | Brown Tone = Submit Samples | Thermal | 3" | 5 | 31 | \$ | \$ | \$ |
| Donor Pavers | Brown Tone = Submit Samples | Thermal | 2" | 600 | 100 | \$ | \$ | \$ |
| | | | | 625 | 562 | | | |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL BID SUMMARY | | | | | | | | |
| Total Material Cost | \$ | | | | | | | |
| Total Alternate #1 Installation Cost | \$ | | | | | | | |

CERTIFICATION

The undersigned Bidder certifies that it has not: Provided an illegal gift or payoff to a City officer or employee or former City officer or employee or his or her relative or business entity;

1. Retained any person to solicit or secure this contract upon an agreement or understanding for commission, percentage, brokerage, or contingent fee, other than bona fide employees or bona fide commercial selling agencies for the purpose of securing business; or
2. Knowingly influenced and hereby promised that it will not knowingly influence and City officer or an employee or former City officer or employee to break any applicable ethical standard or rules.

The undersigned Bidder certifies that:

1. The Proposal is made in good faith.
2. The Proposal is made in conformity with the specifications and qualifications contained in the Request.

Name of Bidder: _____

Name of Authorized Representative: _____

Signature of Authorized Representative: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

Fax Number: _____

Web Site Address: _____

Email Address: _____

Date Signed: _____