



REQUEST FOR PROPOSALS

Professional Services for the

Dick Kleberg Park Baseball Field FENCING INSTALLATION

Issued by:

City of Kingsville – Parks and Recreation Department
400 W. King Ave
Kingsville, TX 78363

Sealed Request for Proposals (RFP) addressed to Charlie Sosa, Purchasing Manager, City of Kingsville will be received on Tuesday **February 16, 2021** until **2:00p.m.**, at the City of Kingsville City Hall (3rd Floor) located at 400 W. King Avenue, Kingsville, TX. RFP's must be in the City of Kingsville's possession on or before the aforementioned date and time (no late submissions will be accepted).

**Dick Kleberg Park Baseball Field
FENCING INSTALLATION**

RFP's received past the deadline will not be considered. The City will evaluate RFP's and make a selection based on the firm's technical ability, experience, and ability to perform the work. The City will not provide compensation or defray any costs incurred by any firm related to the response to this request. The City reserves the right to negotiate with any and all persons or firms. The City also reserves the right to reject any or all RFP's, or to accept any deemed most advantageous, or to waive any irregularities or informalities in the RFP's received, and to revise the process schedule as circumstances arise.

Submittals must be clearly marked:

RFP 21-05 Dick Kleberg Park Baseball Field. FENCING INSTALLATION

Submitted to: Charlie Sosa
Purchasing Manager
City of Kingsville
400 W. King Ave.
Kingsville, TX 78363

I. SCOPE OF WORK/DESCRIPTION OF PROJECT ACTIVITIES

The City of Kingsville, Texas is currently accepting proposals for labor and materials to install new field fencing system at Dick Kleberg Park Baseball fields. The purpose of this RFP is to solicit proposals from qualified fencing contractors for installation of material and labor outlined in this document.

Dick Kleberg Park Baseball Field is a public facility, located at 500 E. Escondido Road, Kingsville, TX 78363. The proposed fencing installation at the DKP Baseball Field will include upgrades to Fields #4 and #5. Please refer to attached drawings for field locations.

Proposals will be accepted until Tuesday **February 16, 2021 2:00 p.m.** Any proposals received after this date and time will not be opened and will be disqualified. All proposals must include valid contractor's license. A site visit is scheduled for **February 9, 2021 at 10:00 a.m.** at DKP Baseball Field.

Proposals shall include all labor, materials and equipment to install new Backstops, dugouts, fencing on Fields #4 and #5 as referred to on drawings attached. Contractor shall install all fencing, gates, main posts, line posts, tension wire and associated components to complete project.

II. BID SCHEDULE

Base Bid:

Contractor provides all materials, equipment and labor for installation of the fencing as per the attached plans.

Additive Alternate Bid to include Fencing on top of the dugouts with necessary bracing supports.

III. STATEMENT OF QUALIFICATIONS

Respondent should include in response all information relating to the following:

- Previous experience in fencing installation design.
- Previous work on projects similar to that described in Section II above.
- History of firm, including list of public sector entities for which fencing installation have been provided.
- Five comparable references.
- The respondent should also include a work schedule for completion of project in the response to this RFP.

IV. EVALUATION CRITERIA

The proposals will be evaluated and ranked per the following criteria:

- A. Experience, including but not limited to the number and size of previous projects of the type outlined in Section I, projects located in this region, and extent of experience in project management.
- B. Work performance, including but not limited to past projects completed on schedule, managing projects within budgetary constraints, and quality of work product.
- C. Capacity to perform, including but not limited to staffing level and experience of staff, adequacy of

resources, and coverage by professional liability insurance.

The City will rank the responses to this RFP per the criteria listed above and will negotiate with the highest ranked person/business regarding an acceptable contract with the City of Kingsville. If negotiations are unsuccessful, the negotiations will be terminated, and the City of Kingsville will negotiate with the second highest ranked person/business. This process will continue until an agreement with a person/business is reached.

All work as specified in this RFP shall begin within 30 days following the award of bid as notified in writing by the City of Kingsville.

IV. SUBMITTAL REQUIREMENTS

The successful respondent will need to provide payment bond if project cost is \$50,000.00 or more and perhaps performance bond if project is \$100,000.00 or more after notification of award. The successful respondent will also need to complete and return the Form 1295 and Ethics Disclosure documents. These items must be received and approved before a notice to proceed can be issued. RFP shall be submitted in a sealed envelope as referenced on the attached solicitation. One (1) signed original marked "**ORIGINAL**", **three (3)** complete sets marked "**COPY 1**", "**COPY 2**", etc. RFP **WILL** be accepted in person or by United States Mail. RFP **WILL NOT** be accepted via oral communication, telephone, electronic mail, telegraphic transmission, or facsimile transmission. RFP may be withdrawn prior to the above scheduled time set for closing. Alterations made before RFP closing must be initiated by respondents guaranteeing authenticity. Submittal of a response to this RFP constitutes an offer by the respondent. Once submitted, the RFP becomes the property of the City of Kingsville and as such the City reserves the right to use any ideas contained in any response regardless of whether that respondent/firm is selected. Submission of a proposal in response to this solicitation, by any respondent, shall indicate that the respondent(s) has accepted the conditions contained in the RFP, unless clearly and specifically noted in the RFP submitted and confirmed in the contract between the City and the successful respondent. RFP which do not comply with these requirements may be rejected at the option of the City. RFP must be filed with the City of Kingsville before the deadline day and hour. No late RFP will be accepted. They will be returned to respondent unopened (if properly identified). Failure to meet RFP requirements may be grounds for disqualifying a proposal.

Address Delivery *Charlie Sosa*
Purchasing Manager
City of Kingsville
400 W. King Ave.
Kingsville, Texas 78363