



ANDERSON HALL ROOF REPLACEMENT

Project Scope:

- Remove and dispose of existing roof, skylights, gutters and downspouts.
- Remove and dispose of roof framing, trims and eaves as needed
- Remove and dispose of service porch surface and framing as needed
- Replace roof framing, trims and eaves as needed
- Install new roofing with 20 gauge corrugated metal roofing material
- Install new framing, underlayment, roof jacks and miscellaneous flashing as needed
- Install new skylights
- Install new gutters and downspouts

Camp Meeker Recreation And Park District
5240 Bohemian Hwy
Camp Meeker, California 95419
Phone: 707-874-9246 | Fax:
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RFP ID: 002
Prepared By: John Mc Daniel
Date: September 22, 2023

REQUEST FOR PROPOSAL
ANDERSON HALL ROOF REPLACEMENT
Camp Meeker - California

RFP ID: 001

PROPOSAL SUBMISSION DEADLINE: September 28, 2023, 5:00pm

QUESTION SUBMISSION DEADLINE: September 27, 2023

Questions may be submitted in written form to:

Contact Name: John Mc Daniel
Contact Address: PO Box # 461
Camp Meeker, California 95419
Telephone Number: 4152382895
Email Address: jalfredmcdaniel@gmail.com

INTRODUCTION

Camp Meeker Recreation And Park District (CMRPD) is an Independent California Special District established in 1935 and located In Sonoma County, CA. The District Oversees recreation and park areas In Camp Meeker Including park, beach, and its rental facility, Anderson Hall. The District invites and welcomes proposals for its Anderson Hall Roof Replacement project. Based on your previous work experience, your firm has been selected to receive this RFP and is invited to submit a proposal. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PROPOSAL SUBMISSION DEADLINE."

BIDDERS SHOULD NOTE THAT ANY AND ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) – NO EXCEPTIONS.

PROJECT AND LOCATION

The project associated with this RFP is or shall be located at 101 Lakeside Avenue, Camp Meeker, California 95419.

PROJECT MANAGER CONTACT INFORMATION

The following individual(s) are the assigned contacts for the following:

For questions or information regarding Project Administration, contact:

Name: John Mc Daniel
Title: CMRPD Secretary Treasurer
Phone: 415-238-2895
Fax: John Mc Daniel
Email: jalfredmcdaniel@gmail.com

PROJECT OBJECTIVE

The objective and ultimate goal for this project is remove existing roof, repair understructure and install new roof.

PROJECT SCOPE AND SPECIFICATIONS

Project Scope and Specifications are detailed on an attached document.

SCHEDULED TIMELINE

The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

MILESTONE

Complete by::

DATE

October 31, 2023

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS

The District shall award the contract to the proposal that best accommodates the various project requirements. The District reserves the right to: (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals, (ii) award the contract to more than one Bidder, and (iii) refuse any proposal or contract.

DEADLINE TO SUBMIT PROPOSAL

All proposals must be received by Camp Meeker Recreation And Park District (CMRPD) no later than 5:00pm on September 28, 2023 for consideration in the project proposal selection process.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidder's alleged performance effectiveness of their proposal's solution.
3. Bidder's performance history and alleged ability to timely deliver proposed services.
4. Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
5. Overall cost effectiveness of the proposal.
6. Bidder must be compliant with all California Prevailing Wage Law requirements (CPWL) applicable to the project and provide appropriate documentation upon request.

Camp Meeker Recreation And Park District reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

1. Bidder's Name(s)
2. Bidder's Address
3. Bidder's Contact Information (and preferred method of communication)
4. Legal Formation of Bidder (e.g., sole proprietor, partnership, corporation)
5. Date Bidder's Company was Formed
6. Description of Bidder's company in terms of size, range and types of services offered and clientele.
7. Bidder's principal officers (e.g., President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise.
8. Bidder's Federal Employee Identification Number (FEIN)
9. Evidence of legal authority to conduct business in California (e.g., business license number).
10. Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.

Financial Information

- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of reorganization under the bankruptcy code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Proposed Outcome

- Summary of timeline and work to be completed.

Equipment or Service

- List any or equipment or services required of a subcontractor, along with a brief explanation.

Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

Licensing and Bonding

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

References

- Provide 2 references

By submitting a proposal, Bidder agrees that Camp Meeker Recreation And Park District may contact all submitted references to obtain any and all information regarding Bidder's performance.