

City of Fulton, Missouri

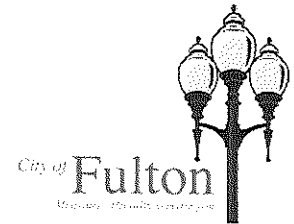
Purchasing Department

Jason A. Harris Purchasing Agent

1303 Westminster

Fulton Missouri

65251



Date 9/13/2017

To: Our Prospective Vendors

Subject: Explanation of Re Bid Process

On behalf of the city of Fulton Missouri, I would like to take a moment to explain why you are receiving this request for bid packet which is the same as one you have received previously.

When the city sends out a request for bid, we are required to have a minimum of two bid responses before we can open the bids and compare the prices submitted.

If we only receive one bid response, we cannot look at the quote because there is no competitive bid.

You are receiving this bid packet and this letter explaining the process because the first attempt failed to generate the number of responses we needed to open and award the bid.

If you submitted a bid the first attempt we are asking that you, please submit another copy of your bid.

This second attempt has been assigned a new bid number and closing date to keep our records in line as required by the auditors.

Please be sure you use this new number when submitting your bid and have it to the Fulton city clerk by the closing date, as specified in the request for bid.

The current bid number and closing date and address can be found on the invitation for bid cover sheet.

If you have any further questions to how the Re Bid process works please contact me at 573-592-3141

Or by email at fpagent@fultonmo.org

Thank you for your interest in doing business with the city of Fulton Missouri

Jason A. Harris

Purchasing Agent

CITY OF FULTON, MISSOURI

INVITATION FOR BID

MAIL BIDS TO: CITY OF FULTON C/O Courtney Crowson, City Clerk P.O. BOX 130 FULTON, MO 65251-0130 HAND DELIVER TO: 18 EAST 4TH. STREET	IFB NO. B 201750	
	DATE 9/13/2017	PAGE 1 OF 8
	REQ. NO.	
SEALED BIDS MUST BE RECEIVED IN THE OFFICE OF THE CITY CLERK NO LATER THAN 3 P.M. Monday 10/02/2017		

Purchasing Agent: **Jason A. Harris** Telephone: (573) 592-3141

RECEIVED FROM:	DO NOT SEND BIDS TO THIS ADDRESS. THE SUPPLIES AND/OR SERVICES REQUIRED HERE MUST BE DELIVERED F.O.B. DESTINATION AT THE FOLLOWING ADDRESS: City of Fulton Warehouse 1303 Westminster Fulton, MO 65251
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	TERMS	%	DAYS	
Prospective bidders are hereby invited to submit their bid for Installation of Fence and Construction at Anderson Field, Fulton MO. (Please see details of work beginning on Page 4) 6A1 Bid submitted for Fence Material 6A2 Bid submitted for Fence Labor 6B1 Bid Submitted for Dugout Roof Material 6B2 Bid Submitted for Dugout Roof Labor 6C1 Bid submitted for Concrete Material 6C2 Bid submitted for Concrete Labor	Bid Break Out #			AMOUNT Total
	6A1 Material		6A 1	\$ _____
	6A2 Labor		6A 2	\$ _____
	6B1 Material		6B 1	\$ _____
	6B2 Labor		6B 2	\$ _____
	6C1 Material		6C 1	\$ _____
	6C2 Labor		6C 2	\$ _____

Requested delivery is _____ days ARO, Bidders State Best Delivery Date: _____

BID MUST BE SIGNED TO BE VALID

The bidder hereby agrees to furnish and/or service, at the price quoted pursuant to all requirements and specifications contained in this document, upon either the receipt of an authorized Purchase Order from the purchaser, or when this document is countersigned by the Purchasing Department as a binding Contract. The Bidder further agrees that the language of this document shall govern in the event of a conflict with His or Her Bid.

COMPANY NAME _____ TITLE: _____
 AUTHORIZED SIGNATURE: _____ Print: _____ DATE: _____
 PHONE NUMBER: _____ fax: _____ FEDERAL ID OR SSN: _____

NOTICE OF AWARD : (City use only) CONTRACT NO. C - _____

ACCEPTED AS TO ITEMS:

_____ Purchasing Agent	_____ Director Of Administration	_____ Date
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SPECIAL INSTRUCTIONS TO BIDDERS

1 Bidder's Contract:

- 1.1 All questions regarding technical specifications, bid process, etc., must be directed to the contact indicated on the first page of this IFB.
- 1.2 Bidders may not contact the employees of the using agency concerning this procurement while the bid and evaluation are in process.

2 Clarification of Requirements:

- It is the intent and purpose of the City of Fulton that this request permits competitive bidding. It shall be the bidder's responsibility to advise the Purchasing Department, at the address noted on page one of this IFB, if any language, requirements, etc., or any combinations thereof, inadvertently restricts or limits the requirements stated in this IFB to a single source. Such notification must be submitted in writing and must be received by the Purchasing Department not later than five (5) days prior to bid closing date. A review of such notifications will be made.
- 2.1

3 Submission of Bids:

- 3.1 Bids must be priced, signed and returned (with all necessary attachments) to the office of the City Clerk by the closing date and time specified. **All bid envelopes must be marked in the lower left hand corner with the bid number and the due date and time.**

Mail to: City of Fulton

**Attn. Courtney Crowson, City Clerk
P.O. Box 130
Fulton, Missouri 65251**

Hand Deliver to: 18 E. 4th. Street, Fulton, Missouri 65251

- 3.2 The bidder must respond to this IFB by submitting all data required herein in order for his bid to be evaluated and considered for award.
- 3.3 To facilitate evaluation of the bids, it is highly desirable that the bids be organized to respond to each paragraph of the IFB.

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4 Bid Evaluation/Contract Award:

4.1 Any contract resulting from this request shall be awarded in response to a bid providing the lowest and best bid to the City of Fulton.

4.2 Any award of a contract resulting from this invitation will be made by written notification from the Purchasing Department.

4.3 Bidders may submit preprinted marketing materials with their bids, however, the bidder is advised that such brochures normally do not address the needs of evaluation with respect to the technical evaluation process and the specific responses which have been requested of the bidder. The bidder is strongly discouraged from relying on such materials in presenting products and services for consideration by the city.

4.4 General description of products and services: The bidder should present in detail all products and services proposed in this response to the invitation. It is the bidder's responsibility to make sure all products proposed are adequately described. It should not be assumed that the Purchasing Agent has specific knowledge of the products proposed, but that the Purchasing agent does have sufficient technical background to conduct an evaluation when presented complete information.

Description and Break Out of Project:

Fence Insulation and Construction at Anderson Field

- Requesting bids for the installation of and materials for Sideline fence, Outfield Fence and Dugout Fence as specified in drawings and written specifications. Project will
- 5 involve the re-use of existing fence materials as well as any new materials needed. Existing fence material is listed below in **(section 6A.9 through 6A.15)** and will need to be inspected by the bidder to establish what parts can be reused and what will be required as new to complete the project prior to bidding.

Break Down of Bid

- 5.1 This bid will consist of three different types of work that will need to be performed to complete the project.

6A Will be for Materials and Labor the fence work

6B Will be for Materials and Labor to construct roofs on two Dugout

6C Will be for Materials and Labor to construct a 15 inch wide concrete strip at the base of sideline and outfield fence.

- 5.2 Bidders should specify by number and letter which part of the bid they are interested in and mark **NO BID** for the areas if they choose not to submit a bid.

Notes & Bid Requirements

- 5.3 **Bidder must make appointment with Clay Caswell Parks and Recreation Director at 573-592-3191 to inspect the site and existing fence materials prior to submitting bid.**
- 5.4 **Blueprints included in bid packet will be provided in full size by City Engineering staff at the time of site inspection**
- 5.5 **Project must be completed prior to November 1, 2017**

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6A Fence Project will include:

- 6A.1 Installation of approximately 140' of 10' fence on both side lines
- 6A.2 Installation of approximately 947' of 6' fence (Both side lines and outfield)
- 6A.3 12' Double gate on Right Field Fence
- 6A.4 4' x 8' openings to field in each dugout
- 6A.5 Dugout fence dimensions will be approximately: 10' x 20' x 8'
- 6A.6 Bottom wire along all fencing

Fence Material Requirements

- 6A.7 Minimum 9 gauge fencing material
- 6A.8 Minimum Schedule 40 posts

Existing Materials to be re-used on the project:

- 6A.9 700' of 6' chain link fence fabric
- 6A.10 940' of 1 5/8" top rail
- 6A.11 (25) 1 7/8", 8 foot tall line posts
- 6A.12 (6) 2 3/8", 9 foot tall terminal posts
- 6A.13 (9) cross braces threaded
- 6A.14 800-900 feet of bottom wire
- 6A.15 Unknown quantity of misc. clamps, fittings, post caps and hardware.

Inspection of Existing Materials

Bidders will be asked to inspect and determine what materials can be reused and what

- 6A.16 items will need to be provided as new to complete the project, and include a detailed list of the items, quantities and cost in the bid that is submitted.
 - 6A.17 Bid must specify how much of existing material will be used in project
- Bid must specify if any of the existing materials cannot be reused and the reason to justify the
- 6A.18 cost of replacing with new material

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6B

Dugout Roof Construction

6B.1 Roof on each dugout to be constructed of Treated 2"x4" lumber frame with metal roof material.

6B.2 Size and dimensions will be determined from measurements taken by bidder at time of site inspection and review of blue print

6B.3 Bidders are asked to specify what gauge of metal and style within the detailed materials bid for the Dugout portion of the project

6C

Concrete Construction

6C.1 15 inch wide concrete strip at the base of sideline and outfield fence. Measurements and actual footage will be determined at time onsite inspection and review of blue print

NOTICE

The City of Fulton is soliciting bids as follows:

**Copies may be obtained from the office of the Purchasing Agent
1303 Westminster, Fulton, Mo 65251,
(573)592-3141.**

<u>BID NUMBER</u>	<u>DESCRIPTION</u>	<u>CLOSING DATE</u>	<u>TIME</u>
B201750	Fence & Construction at Anderson Field	Monday 10 / 02 / 2017	3 PM

Please run the above ad Wednesday 09 / 13 /2017

**Bill to:City of Fulton
P.O. Box 130
Fulton, Missouri 65251**

Please send affidavit of publication and verification copy with invoice.

**Sent by: Jason A. Harris Purchasing Agent 573-592-3141
fpagent@fultonmo.org**