



REQUEST FOR PROPOSALS

Paducah Transient Boat Dock Renovations

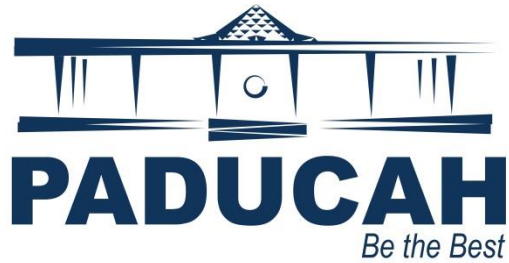
Paducah, Kentucky

ISSUE DATE: August 24, 2024

DUE DATE: September 13, 2024

Contract Manager: Amie Clark, Director of Parks & Recreation

Contact Information: aclark@paducahky.gov



CITY OF PADUCAH, KENTUCKY
REQUEST FOR PROPOSALS
TRANSIENT BOAT DOCK RENOVATIONS

INVITATION

The City of Paducah Parks and Recreation Department is seeking proposals for repairs as specified herein to Paducah's Transient Boat Dock including but not limited to decking, top rail, framing, fasteners, etc.

The City of Paducah is accepting responses to this Request for Proposals (RFP) from organizations that are:

- a) licensed/certified to operate in the Commonwealth of Kentucky;
- b) experienced in working with Kentucky Building Code;
- c) experience in construction of and renovations to marinas and docking facilities;

Organizations responding to this RFP must be prepared to undertake, in the most efficient manner, all aspects of this project.

Respondents to this RFP will be expected to meet or exceed the minimum qualifications set forth in this RFP. The intent of this RFP is to identify those entities that are qualified and capable of completing the contracted services for the City of Paducah, Parks and Recreation Department. Organizations are invited to submit a proposal as described herein by the submission deadline set for **10:00 am on Friday, September 13, 2024**.

BACKGROUND

In 2017, the City of Paducah constructed a floating dock on the riverfront to accommodate recreational boating. The dock services hundreds of boaters annually providing docking, utilities, and fueling as they make their way up and down river. The City has been awarded the Boater's Choice Award seven (7) years running.

QUALIFICATION PROCESS AND SELECTION CRITERIA

The Selection Committee, comprised of representatives from the City of Paducah, will review and evaluate all responses to this RFP and will identify qualified entities according to the evaluation criteria.

Respondents must meet or exceed the following criteria:

- The entity must be legally capable of operating within the State of Kentucky.
- The entity must, at its own expense, procure all permits, certificates, and licenses required by the law for the execution of this project.
- The entity must comply with all federal, state and local laws, ordinances or rules and regulations relating to the performance of the work.
- The entity must provide no fewer than three references from clients with similar projects.
- The entity must be able to provide insurance in accordance with the City's requirements.

- The entity will be required to obtain a Paducah Business License to perform the work and the business license will need to be kept current throughout the duration of the contract.
- The entity will be required to withhold and submit payroll tax to the City of Paducah.
- The entity may be asked to provide a roster of employees and subcontractors used for the contracted services with the City of Paducah.

The City of Paducah reserves the right to accept or reject any or all proposals. All proposals become the property of the City of Paducah. The City of Paducah has the right to waive any irregularities in the Request for Proposals process. The City of Paducah reserves the right, at its sole discretion, to terminate this process at any time or reject any or all proposals without penalty prior to the execution of an agreement with the selected agency. Any agreement resulting from this process shall be done so as deemed in the best interests of the City.

The City has a variety of ordinances and policies which may or may not apply to a subsequent agreement including, but not limited to background checks of employees, licensing requirements, and others. Application of these requirements will be determined based on the structure of any subsequent agreement.

SELECTION

The City’s selection committee will review all proposals after the RFP deadline has expired. We may contact a representative of your team to seek additional clarification and/or information. The selection committee will determine the best bid from the short list of finalists, based upon the criteria referred to herein.

CONTRACT NEGOTIATION

The City will enter into contract negotiations with the preferred agency soon after the completion of the selection process. The finalists not selected will be placed on standby pending the successful completion of contract negotiations and ratification of the contract by all parties.

RECOMMENDATION

The selection committee will make a recommendation to the Board of Commissioners for approval of a negotiated contract with the selected agency.

APPROVAL

The City of Paducah Board of Commissioners will be required to approve the contract prior to ratification by the City.

SCOPE OF SERVICES

The Scope of Work, including but not limited to:

A. Inspection and Assessment

- Inspect steel frame for damage and/or repair needs.
- Inspect wood frame for damage, rot, weathering, etc
- Inspect floats for repair needs.
- Inspect plumbing, pipes, fittings, and connections for repair and replacement needs.

B. Lumber and Steel Frame

- Replace all damaged wood framework, nailers and skirt boards with pre-treated lumber with maximum moisture content 19%.
- Use treatment containing no arsenic or chromium.
- Replace steel frame that is damaged with new steel.

- C. Deck Surfaces, Toe Boards, and Cap Rails
- Replace all decking, toe boards, and cap rails with new composite with similar specifications as existing on dock to include floating dock, gangway, and landings.
 - Product shall have grooved edges design for fasteners.
 - Textured Surface: Manufacturer's standard.
- D. Fasteners
- Use stainless steel fasteners.
 - Deck boards shall be fastened with a minimum of two Manufacturer supplied screws into the wood nailers at each connection point.
 - Provide screws, in sufficient length, to penetrate not less than 1 ½ inches into wood substrate.
- E. Access Panels and Covers
- Replace all access panels and covers with steel box and diamond plate steel covers, with locking mechanisms for controlled access.
- F. Hangers, Supports, & Escutcheons
- All piping shall be adequately supported.
 - Pipe movement shall be controlled to avoid strain on pipe fittings and connections.
 - All supports and hangers shall conform to the latest requirements of the ANSI code for pressure piping and Manufacturers Standardization Society of the valve and fitting industry Inc.
 - Hangers shall encircle pipe and pipe insulation. Strap hangers are not acceptable.
 - For horizontal pipes supported from walls, support pipes with "J" hooks. For vertical pipes supported from walls, support pipes with "U" clamps.
 - Hanger material in contact with the pipe must be same material as pipe, or coated with the same material as pipe, or provided with Cush-A-Strip di-electric isolator.
 - For insulated pipe provide galvanized sheet metal saddle with flared edges on all four sides to protect pipe insulation.
 - Minimum hanger rod shall be per manufacturer's recommendation, and shall be vertically adjustable.
- G. Fire Suppression Hydrant
- Relocate Fire suppression hydrant on floating dock to first landing on gangway.
 - Fire protection piping shall be ASTM A 120 galvanized steel pipe. All galvanized steel pipe shall be Schedule 80. All joints shall be groove lock fittings. Threaded joints shall comply with ANSI B2.1. Plastic pipe will not be permitted.
 - Fire stand pipe piping shall be Ductile-iron pipe and shall conform to AWWA C151, working pressure not less than 150 psi. Pipe shall be cement mortar lined in accordance with AWWA C104. Lining shall be standard. Joints shall be mechanical type joints (bolted flange) of the stuffing box type and shall conform to AWWA C111.
 - Fittings shall be suitable for 150 PSI pressure rating. Fittings for mechanical joint pipe shall conform to AWWA C110 and AWWA C111. Fittings shall be cement mortar lined (standard thickness), in accordance with AWWA C104.
 - Drain valves shall be ball valves and similar to existing.
 - Hose bibs shall have ¾" threaded hose outlet and similar to existing
 - Lateral connector to all risers and pedestals shall be ¾" and similar to existing.

- Flexible connections to allow for ramp movement and between pier sections shall be flexible piping conforming to State of Kentucky Environmental Agency requirements. Length as required to accommodate movement. Secure piping as required to restrict any lateral movements at the fixed ends.
- Isolation valves shall be bronze bodied wedge gate valves with a union bonnet and rising stem. Valve shall be rated for 200 psi non-shock cold water service. Valves shall meet federal specs WW-V-54, Class A Type 2.
- Fire protection standpipe connection/valve shall be 2 ½” NPT(F) x 2 ½” NST(M) gate valve with camp and chain, non-rising stem, domestic. Valve shall be as supplied.
- Sanitary pump out pipe shall be 3” PVC pipe SDR 21 conforming to ASTM D2241 with NPT threaded connections and fittings.
- Flexible connections for sanitary piping at pier/ramp, or gangway and abutments shall be threaded 3” threaded.

H. Execution and Installation

- Locate nailers, blocking, and similar supports to comply with requirements for attaching other construction.
- Secure decking to framing with deck manufacturers decking fasteners.
- Decking shall meet manufactures specifications for installation and joints.
- Hangers and supports shall secure pipes in position to maintain specified pitch and allow for expansion and contraction.
- Maximum hanger spacing per manufacturer’s recommendation. Install non-compressing insulation spacer between pipe and hanger
- Escutcheons shall fit around insulation or around pipe when not insulated; outside diameter shall cover sleeve.
- Adjust hangers and supports to place piping at proper pitch and elevations.
- Provide all flexible connections required to allow for vertical and lateral movement of the various fuel pier or gangway relative to each other and for differential movement of the floating pier wave attenuator sections.
- Installation shall accommodate expansion of dockage water and sewer mains. Consider ambient temperature in relation to service range during installation of the flexible joints.
- Install fire protection equipment to meet manufacturer’s specifications.
- Piping system shall be tested in compliance with local code.
- All utility connections should be installed so that if disconnection is required it can be done without entering the water and with a minimum effort.

It is understood that except as otherwise specifically stated in the contract, the vendor shall provide and pay for all materials, labor, tools, equipment, and transportation of every item, necessary to execute, complete and deliver the work within the specified time. Permits and licenses (including the City of Paducah) necessary for the execution of work shall be secured by the vendor but no fees will be charged to the vendor. All supplies and material shall be new. Any work necessary to be performed after regular working hours, such as work performed on Sundays or legal holidays shall be performed without additional expense to the City of Paducah.

EXISTING CONDITIONS

The vendor, in undertaking the work under this contract, is assumed to have reviewed the site and to have taken into consideration all conditions which might affect the work. No consideration will be given to any claims based on lack of knowledge of existing conditions.

Site can be viewed online via the City's website at City's website – [Transient Boat Dock | City of Paducah \(paducahky.gov\)](https://www.paducahky.gov)

To arrange a site visit, please contact the Parks office at 270-444-8508 or email to aclark@paducahky.gov

TIME LINE

1. RFP Issued

This RFP is officially issued on Saturday, August 24, 2024.

2. Qualification Proposals Due

Your completed qualification proposals are due back to the City Clerk's Office by 10:00 am, Friday, September 13, 2024. Please submit 3 hardcopies by mail or hand deliver to:

**City Clerk's Office
City of Paducah
Attn: Transient Boat Dock Renovations
300 S. 5th Street
Paducah, Kentucky 42003**

Digital copies will not be accepted.

3. Review and Selection

Proposals will be reviewed and scored using Rubric attached. Lowest evaluated bid price will be recommended to the Board of Commissioners for approval.

4. Board of Commissioners Project Award

The Contract Agreement must be considered for approval by the Board of Commissioners prior to execution of the contract.

CONTENT OF PROPSAL

At a minimum, the following information should be included in the response to this RFP. This outline is not all-inclusive, and respondents can provide additional information as deemed appropriate. To ensure a uniform review process and to obtain the maximum degree of comparability, the submissions in response to this RFP must be organized in the following manner:

A. General Information

- 1) Provide a transmittal letter that specifically states the respondent's understanding of the work to be accomplished and briefly outlines the respondent's strengths in providing the required services. The letter should also state that the respondent meets or exceeds the minimum qualification criteria outlined previously. The letter should also clearly express any specific competitive advantage the responding firm brings to the project. This letter should be signed by an authorized corporate officer for each entity included as a team proposal. Provide confirmation that the respondent is authorized to make the proposal.
- 2) Include the name of respondent's firm/entity, address, telephone number, name of contact person, and the title of the RFP.
- 3) Provide a description of the proposing entity's current legal status (i.e. Corporation, Partnership, Sole Proprietor, Joint Venture, etc.)
- 4) Provide the proposing entity's current Federal Identification Numbers.
- 5) Provide estimated project completion date.

B. Background and Qualifications

- 1) Provide a profile of the responding organization and describe its legal and organizational structure. The respondent must identify and distinguish between its own experience and qualifications and that of any parent entity, predecessor and/or wholly-owned or partially-owned subsidiary of the respondent. If the respondent is a newly formed entity comprised of multiple individuals or entities that is compiling projects from prior experience, respondent must state this clearly.
- 2) Provide a copy of any organization profile, sales brochure, or other documentary information pertaining to the organization.
- 3) Provide resumes of key personnel of the organization. To include the name and contact information for the **primary contact** that will be tasked with the completion of the scope of services described herein.
- 4) Provide the year and month when the organization was formed.
- 5) Provide the organization's experience in providing scope of services to other similar organizations.
- 6) Provide the organization's past experience with the City of Paducah or McCracken County (if applicable).

C. Compensation Proposal

The respondent shall provide a proposed cost for the provision of the scope of services defined herein for the City's consideration, to include an itemized cost for products, materials, freight, and labor.

COMPLIANCE WITH LAWS

The selected consultant agrees to be bound by all Federal, State, and Local laws, regulations, and directives as they pertain to the performance of the agreed upon contract.

TITLE VI

The selected consultant agrees to abide by Federal, State, and Local laws and regulations, and directives as they pertain to Title VI.

DURATION OF PROPOSALS

All proposals must be valid for a minimum of 60 days after proposal opening.

PROPOSAL COSTS

Proposers responding to this RFP do so solely at their own expense, and the City is not responsible for any Proposer's expense associated with responding to this RFP.

RETURN OF PROPSALS

All proposals become the property of the City and will not be returned to the firm. Once received and opened, the contents of the proposal will be placed in the public domain and be open to public disclosure pursuant to state law.

WARRANTY

Warranty information on materials and labor should be provided by the vendor as part of the bid proposal and include a minimum 1-year workmanship warranty.