



REQUEST FOR PROPOSAL (RFP)

DATE: 1/22/19

PARADISE COVE FLOORING BID PACKET

**CITY OF RICHMOND
PARKS & RECREATION
345 LANCASTER AVE.
RICHMOND, KY 40475**

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1. SUMMARY AND BACKGROUND

The Richmond Parks & Recreation Department is currently accepting proposals to cover existing tile flooring at Paradise Cove Aquatic Center.

2. PROPOSAL GUIDELINES

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until 3:00 pm EST February 13, 2019 . Any proposals received after this date and time will be returned to the sender. All proposals must be signed and dated by an official agent or representative of the company submitting the proposal.

If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organizations being contracted.

- All costs must be itemized to include an explanation of all fees and costs.
- Bids must include a proposed timeline with a start date and end date. (Weather depending)
- All bids must show proof of having a city business license and workers comp insurance
- The awarded bid must sign a contract with the City of Richmond

3. PROJECT PURPOSE AND DESCRIPTION

The purpose of this Request for Proposal (RFP) is to solicit proposals from various candidate organizations, conduct a fair and extensive evaluation based on criteria listed herein, and select the candidate who best represents the direction the Richmond Parks & Recreation Department wishes to pursue.

4. PROJECT SCOPE

The City of Richmond Parks & Recreation Department is taking proposals to resurface the existing tile floor at Paradise Cove Aquatic Center. The existing tile flooring will not be removed and a new flooring must be installed above the existing tiles.

Project Locations: Men's Restrooms/showers, Family Restrooms, Women's Restrooms/showers, Front Entrance, Office, Hallway, and Lifeguard Rooms. Approximately 2800 square feet of surfacing required.

Preferred Material to be used: ASPART-X, a low odor, two-component aliphatic polyurea coating for flooring applications on properly prepared substrates. ASPART-X is 100% solids with zero VOCs (Volatile Organic Compounds). ASPART-X is an environmentally friendly product with excellent color and gloss retention and UV stability.

Installation Procedure: Prior to applying the low odor, two-component aliphatic polyurea coating, the entire area (approximately 2800 square feet including men's and women's restroom/shower facilities, main entrance, small hallway and three office rooms) will have the existing tile flooring substrate properly prepared. By applying flooring over existing tile (without major demolition), all floor drains will maintain their present location/height and will not need to be altered. This will be accomplished by:

- First, repairing any damaged tile / substrate areas. – This step to be completed by the City of Richmond Prior to installation.
- Once all existing tile has been repaired and suitable for a proper substrate, the entire area will require grinding or shot blasting in accordance to ICRI standard CSP-2 to CSP-3 prior to coating application
- Area will then be cleaned and properly masked off prior to having a leveling material applied to eliminate/diminish the existing tile lines.
- After area has been "leveled" the initial aliphatic polyurea "base" coat approximately 4 mils will be applied and allowed to properly set to "tack free"
- After "base" coat, a second pigmented "tack coat" approximately 4 mils will be applied and immediately followed by colored vinyl chips broadcasted uniformly across the entire surface.
- After "tack coat" has properly set to "tack free", the entire surface will be scraped in six directions and the waste chips will be removed from floor. This will remove any "high" chips and assure uniform surface texture.
- After area has been scraped, the first "top coat" will be applied approximately 4 mils thick and allowed to set to "tack free".
- Then the finished "top coat" will be applied to the floor.
- All masking will be removed and the floor will be ready for full use 24 hours after finished top coat has been applied.

Installation Deadline: May 3, 2019

5. REQUEST FOR PROPOSAL AND PROJECT TIMELINE

Request for Proposal Timeline:

All proposals in response to this RFP are due no later than 3:00 pm EST February 13, 2019.

Evaluation of proposals will be conducted on or about Feb 21st -February 26th. If additional information or discussions are needed with any bidders during this window, the bidder(s) will be notified. The selection decision for the winning bidder will be made no later than February 28, 2019.

If applicable, the winning bidder must be approved by the City of Richmond Board of Commissioners during a commission meeting during the month of February. The winning bidder will be required to sign a contract with the City of Richmond and is subject to review by the legal team.

Notifications to bidders who were not selected will be completed by March 8th.

6. PROPOSAL EVALUATION CRITERIA

The Richmond Parks & Recreation Department will evaluate all proposals based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all of the following criteria:

- Overall proposal suitability: Proposal must meet the scope and needs included herein and be presented in a clear and organized manner.
- Organizational Experience: Bidders will be evaluated on their experience as it pertains to the scope of this project.
- Value and cost: Bidders will be evaluated on the cost of their bid and expertise.
- Availability- Bidder will be evaluated based on if they are available during the times listed above. Special requests for alternate start dates will be reviewed, but not guaranteed.

The City reserves the right to reject any and all bids.

7. SITE EVALUATION:

If a contractor would like to look at the site prior to submitting a bid, a time can be arranged by contacting the Parks and Recreation Department at 859-623-8753. Office hours are 8am-4:30pm Monday-Friday.

8. DEADLINE:

Each bidder must submit 2 copies of their proposal to the address below by until 3:00 pm EST February 13, 2019.

City of Richmond
Parks & Recreation
345 Lancaster Ave
Richmond, KY 40475