

**CITY OF GRANDVIEW  
Public Works Department**

**INVITATION FOR BIDS**

NOTICE DATE: August 28, 2020

SPECIFICATIONS FOR: Grandview City Hall Entrance Enclosure

MAIL BIDS TO: Office of the City Clerk, City of Grandview,  
1200 Main St., Grandview, MO, 64030

BID OPENING **2:00 p.m., CDT, Thursday September 17, 2020**

TIME & LOCATION 1200 Main St., Grandview, MO 64030

TECHNICAL CONTACT: Dennis Randolph, (816) 316-4855

Bid sheets and instructions are available at the Department of Public Works at Grandview City Hall, 1200 Main Street, Grandview, Missouri 64030.

Bids submitted are subject to all specifications, terms and conditions listed on the form and any attachments. Exceptions to terms and conditions must be clearly stated on the bid form or an attached sheet.

Bids submitted by mail must be returned signed and sealed in an envelope with the bid item, closing date and time shown on the face of the envelope.

The City of Grandview, Missouri reserves the right to accept or reject any or all bids. The City reserves the right to waive any minor technicalities or irregularities of bids received. The City shall determine what constitutes a technicality or irregularity.

Late and incomplete bids shall be rejected.

## **Grandview City Hall Entrance Enclosure - Request for Proposal**

### **Introduction & Description**

The City of Grandview is seeking proposals for a complete design and construction package to create a non-permanent enclosure at the main entrance to the City Hall building. The purpose of the enclosure is to provide a protected and semi-conditioned queuing area for customers waiting to enter the building, while also providing for proper social distancing (6-feet minimum between people).

The project is located at Grandview City Hall, 1200 Main St, Grandview, MO 64030.

This enclosure shall have a minimal impact on the building façade and the concrete sidewalk area, thus avoiding permanent or visible damage upon future removal. It should be primarily self-supporting (as in not attached to the existing building) but provide a connection to the existing vestibule, allowing for direct passage into the building.

### **Project Scope**

Enclosure design must meet all requirements for accessibility, safety, and building egress as required by the city's current adopted version of the International Building Code. The following elements shall be considered in the design:

- Enclosure size shall be approximately 600 to 1,000 square feet, depending on configuration, in order to accommodate approximately 16-18 people at 6-foot separation.
- Shall be constructed of highly durable materials that are capable of withstanding average precipitation and temperature ranges, as well as being UV stable, for a period of up to three years.
- Proposed materials should allow for visibility and natural light transmission.
- Egress doors with proper hardware must be provided. At least two egress doors in addition to the connection to the City Hall vestibule must be provided.
- LED lighting shall be included throughout, including all required exit and emergency lighting.
- Infrared heaters and integrated exhaust fans shall be provided. Heating shall be designed to meet a temperature range of 50 to 55 degrees, during Winter periods, and 70 to 75 degrees in Summer periods.
- Fans shall be incorporated at appropriate spacing to provide air movement within enclosure. Air-conditioning shall be considered as an option.
- Electrical system shall be coordinated to incorporate lighting, heating, fans and exhaust.
- Roof systems should be suitable to handle snow and wind codes specified in the appropriate building codes.
- Floor surface: Utilization of the existing concrete sidewalk area in front of the current City Hall Entrance should be carefully evaluated so as to avoid lasting damage to the concrete. A temporary flooring/base system can be considered so long as the floor elevation is equal to the building entrance floor elevation or has an accessible transition. All flooring and access must be ADA compliant.
- Structural support shall be engineered and shall be minimally invasive to the existing building, surrounding sidewalk and landscaping.

- Normal business hours/operations and customer access will need to be maintained during construction work/installation. Proper safety measures will need to be considered during this time.

The attached images and sketches are provided to convey general location and design intent of the intended enclosure.

After award, product data, drawing submittals and material samples shall be provided for owner's review of final design.

### **RFP Process**

Proposed submissions shall include a plan drawing with dimensions, elevation with dimensions, and a detailed description of proposed materials and Mechanical/Electrical systems. Pre-manufactured or custom options will be considered.

### **Proposed Cost**

The Design-Build Team is responsible for providing all design and construction services required for the final total lump-sum firm-fixed amount. The total contract amount for all design and construction services is estimated to be between \$10,000 and \$50,000.

Because this project is intended to protect customers accessing City Hall, and is being funded with COVID-19 funds provided by Jackson County Missouri, time is of the essence regarding the installation of the project. Ideally, installation will be complete by or no later than December 1, 2020. Proposers should include on their bid sheet their proposed completion date. Both the cost and completion date will be considered in the evaluation of the submitted proposals. The final selection of a contractor will be done in the best interest of the City and its Citizens.

**BID SHEET FOR GRANDVIEW CITY HALL ENTRANCE ENCLOSURE  
INSTALLED IN PLACE**

**FOR THE CITY OF GRANDVIEW PUBLIC WORKS DEPARTMENT  
August 28, 2020**

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNITS</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
1)	Grandview City Hall Entrance Enclosure  Installed in place	1	Lump Sum	\$ _____ =	\$ _____
2)	Proposed Completion Date: _____				

**BID OPENING will be at 2:00 p.m., CDT, Thursday September 17, 2020**

DELIVERY: Because this project is intended to protect customers accessing City Hall, and is being funded with COVID-19 funds provided by Jackson County Missouri, time is of the essence regarding the installation of the project. Ideally, installation will be complete by or no later than December 1, 2020. Proposers should include on their bid sheet their proposed completion date. Both the cost and completion date will be considered in the evaluation of the submitted proposals. The final selection of a contractor will be done in the best interest of the City and its Citizens.

PERIOD of the resulting contract shall run until the above enclosure has been completed and accepted by the City.

The bidder agrees to furnish the items on which prices are listed above and in accordance with the terms, conditions, and specifications.

Bidder:

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Company Telephone: (\_\_\_\_)\_\_\_\_-\_\_\_\_\_

Company Fax Number: (\_\_\_\_)\_\_\_\_-\_\_\_\_\_

E-mail Address:

Signature of Authorized Representative

Submitting bid: \_\_\_\_\_ Date \_\_\_\_\_

Name of Representative (Printed or typed): \_\_\_\_\_

Title of Representative submitting bid: \_\_\_\_\_

# Project Site

1200 Main Street  
Grandview, Missouri 64030

Estimated proposed site limits outlined in red

## Legend



Project Site



# Project Site

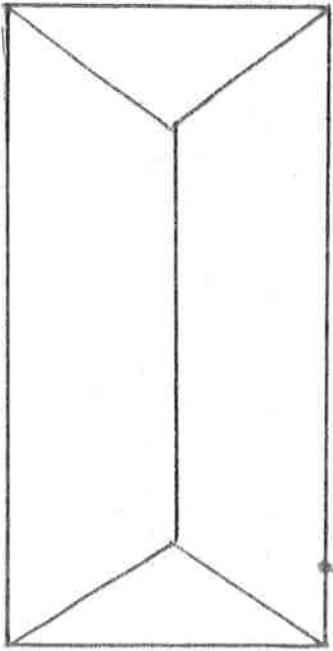
1200 Main Street  
Grandview, Missouri 64030

Estimated proposed site limits outlined in red

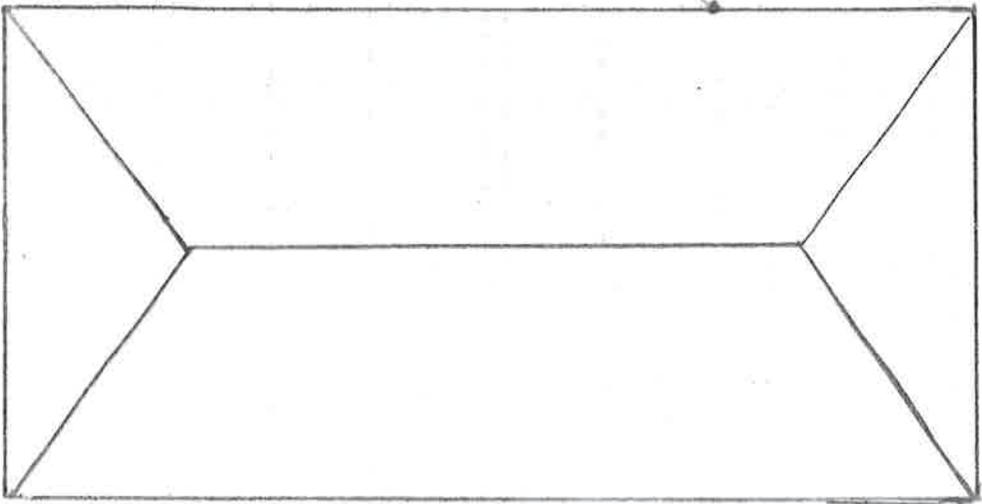
## Legend

 Project Site

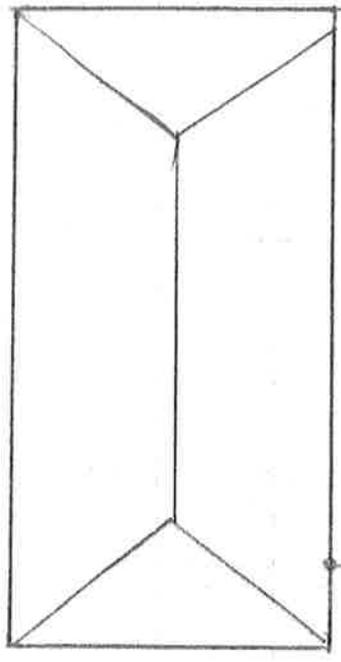




10' W X 20' L Tent w/ 8' clear vinyl sidewalls



15' W X 30' L w/ 8' clear vinyl sidewalls



10' W X 20' L Tent w/ 8' clear vinyl sidewalls



15' W X 10' L w/ 8' clear vinyl sidewalls

City Hall Main Entrance (Southeast doors)

NOT TO SCALE

<b>Tents are to be:</b>
Frame or structure with no center pole or obstructions.
Frame will be anchored to concrete sidewalks and walkways
Tent fabric will be PVC coated polyester, fire rated, and translucent
Frame supported structure with no down guys

**GRANDVIEW CITY HALL ENTRANCE ENCLOSURE - Minimum layout**