

Morgan County Jail

REQUEST FOR PROPOSAL (RFP)

Floor Epoxy Coating Removal & Resurfacing Floors With Polish Concrete Method

MORGAN COUNTY JAIL FLOOR RESURFACE

Morgan County Jail

160 N Park Ave

Martinsville, Indiana 46151

Phone: 765-349-5062 | Fax: 765-342-1099

Drogers@morgancounty.in.gov

Prepared By: David Rogers

Date: June 11, 2018

REQUEST FOR PROPOSAL
MORGAN COUNTY JAIL FLOOR RESURFACE
Martinsville - Indiana

SUBMISSION DEADLINE: July 2, 2018, 4:00 PM

QUESTION SUBMISSION DEADLINE: June 28, 2018, 8:00 AM

Questions may be submitted in written form no later than **June 28, 2018** to:

RFP Contact Name: David Rogers
Contact Address: 160 N. Park Ave
Martinsville, Indiana 46151
Telephone Number: 765-349-5062
Email Address: Drogers@morgancounty.in.gov

INTRODUCTION

Morgan County Jail invites and welcomes proposals for their Morgan County Jail Floor Resurface 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 as specified above under the "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 bid proposal is being requested for Morgan County Jail Floor Resurface which is or shall be located at 160 N Park Ave, Martinsville, Indiana 46151.

PROJECT OBJECTIVE

The objective and ultimate goal for this project is remove existing floor epoxy coating and resurface the concrete floor with a polish method. .

PROJECT SCOPE AND SPECIFICATIONS

The Project Scope and Specification are:

This project will include an approximant total of 10,458 square feet of area. The areas are indicated in yellow on exhibit A. approximant measurements are indicated on exhibit B.

1. Grind floor and remove epoxy with 30 grit diamonds
2. Grind floor with 46 grit diamonds
3. Grind floor with 70 grit diamonds
4. Grind floor with 100 grit diamonds
5. Grind floor with 200 grit diamonds
6. Apply Ameripolish Surelock Densifier
7. Polish floor with 400 grit diamonds
8. Polish floor with 800 grit diamonds
9. Apply Ameripolish 3D Guard
10. Burnish floor with 3000 grit twister pad

Sealed bid should be submitted to the following by 07/02/2018 @ 4:00PM

Morgan County Auditor
Attn: Jail Floor Project Sealed Bid
180 S. Main Street
Martinsville, IN 46151

Bids will be opened on 07/16/2018 @ 6:30 PM at the Commissioners Meeting.

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	DATE
Bids Due By:	July 2, 2018
Bids Opened:	July 16, 2018

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS

Morgan County Jail shall award the contract to the proposal that best accommodates the various project requirements. Morgan County Jail reserves the right to award any contract prior to the proposal deadline stated within the "Scheduled Timeline" or prior to the receipt of all proposals, award the contract to more than one Bidder, and refuse any proposal or contract without obligation to either Morgan County Jail or to any Bidder offering or submitting a proposal.

DEADLINE TO SUBMIT PROPOSAL

All proposals must be received by Morgan County Auditor no later than 8:00 AM on July 02, 2018 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:

- Proposals received by the stipulated deadline must be in the correct format.
- Bidder's alleged performance effectiveness of their proposal's solution regarding the Project Objective of Morgan County Jail.
- Bidder's performance history and alleged ability to timely deliver proposed services.
- Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
- Overall cost effectiveness of the proposal.

Morgan County Jail shall reserve the right to cancel, suspend, and/or discontinue any proposal at any time they deem necessary or fit without obligation or notice to the proposing bidder/contractor.

PROPOSAL SUBMISSION FORMAT

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

Summary of Bidder Background

- Bidder's Name(s)
- Bidder's Address
- Bidder's Contact Information (and preferred method of communication)
- Legal Form of Bidder (e.g. sole proprietor, partnership, corporation)
- Date Bidder's Company Formed
- Description of Bidder's company in terms of size, range and types of services offered and clientele.
- 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.
- Bidder's Federal Employee Identification Number (FEIN)
- Evidence of legal authority to conduct business in Indiana (e.g. business license number).
- 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.
- List any accommodation, services, or space required from Morgan County Jail, 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

Bidder agrees that Morgan County Jail may contact all submitted references to obtain any and all information regarding Bidder's performance.