

REQUEST FOR PROPOSALS

For: Refurbishment of Wooldridge Monuments, located in Maplewood Cemetery,
Mayfield, Kentucky

Issue Date: _____
Submission Deadline: _____

ALL QUESTIONS PERTAINING TO THIS RFP MUST
BE SUBMITTED TO:

Arthur Byrn, Mayor

Fax: 270.247.2485

Or emailed to:

abyrn@cityofmayfield.org

or

Brad Rodgers, City Planner

Fax: 270.251.6242

Or email to:

brodgers@cityofmayfield.org

Questions will be answered by the appropriate individuals
and answered within 2 business days via email or fax.
Questions and answers will be shared with all bidders.

Introduction

The City of Mayfield (City) invites proposals for repairing and refurbishing the Wooldridge Monuments, located in Mayfield in the Maplewood Cemetery, North 7th Street, Mayfield, Kentucky. Based on previous work experience, your firm has been selected to receive this RFP and is invited to submit a proposal for this project.

Submission Procedure

All proposals are to be submitted to the Mayfield City Clerk's Office, 211 East Broadway, Mayfield, KY 42066, no later than **12 Noon on February 26, 2010 (2/26/10)** in a sealed envelope clearly marked "Sealed Bids – Wooldridge Monuments". Proposals must state that they are valid for a period of at least ninety (90) days from the closing deadline.

Bids are to be opened and read in the Mayfield City Hall Council Chambers at 12 Noon, February 26, 2010.

The City of Mayfield reserves the right to reject any or all proposals submitted, to request additional information from any bidder and to waive any irregularities in the bidding

process, if it is in the best interest of the City. The City also reserves the right to negotiate with the selected bidder in the event that the price exceeds available funds.

No bidder may withdraw a bid within sixty (60) days after the actual date of the opening thereof.

Modification of Bids

Modifications to bids already submitted will be allowed if submitted in writing prior to the time fixed in the Request for Proposals. Modifications shall be submitted as such and shall not reveal the total amount of either the original or revised bids.

Evaluation and Contracting

All proposals satisfying the requirements of this Request for Proposals will be evaluated to establish which of the offeror(s) best fulfills the needs of this owner and this project. The City anticipated entering into a contract with this/these offeror(s) to execute the proposed work. This Request for Proposals, however, does not commit the City to award a contract, to pay any costs incurred in the preparation of a proposal or to contract for the goods and/or services offered. The City reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with all qualified offerors or to cancel this Request for Proposals, if it is in the best interest of the City to do so. The decision of the City shall be final.

Project Completion

The Project is to be completed on or before 120 days from awarding of contract (unless agreed to by City).

PROPOSED SCOPE OF WORK:

The proposed scope of work can be found under the Publications link on the City website: cityofmayfield.org. Click on Wooldridge Repair.

Warranty

The Contractor must warranty all products, work and services provided for a period of one year after the project is completed.

Insurance

The successful bidder will be required to provide certificates of insurance to the owner for general liability in the amount of \$2,000,000.00, and workers' compensation as required by the statutes of the Commonwealth of Kentucky.