

Request For Proposal

George Washington Academy
2277 S. 3000 E.
St. George, UT 84790

Date Issued: April 26th 2022
Bid Date May 17th 2022

Project: GWA Back Parking Lot

George Washington Academy will be accepting bids for site design of the Back Parking lot. Bids will be due by May 17th at 3pm. All bids should be emailed to Jessica Bentley jbentley@gwacdemy.org.

General Notes

- 1- It is the Contractors responsibility to identify any and all discrepancies in the scope of work, not meeting Industry Standards.
- 2- Contractor is responsible for a thorough investigation of the scope of work.

Scope of Work

Site Design and engineering of the Back parking lot including: storm water grading, new stoops, rear parking lot design, trash bin enclosure, new drop-off and pick up configuration, LED parking lots lights, planter boxes with trees, shrubs, and rocks, rear drainage grading. There is a road, two entry ways and sidewalk being put in by the developer behind us. Scope of work is listed below.

Surveying (Schematic Design/ Preliminary Study Phase)

Contractor will:

- a. Verify grades of existing parking lot in vicinity of the building.

Concept Design (Design Development Phase)

Contractor will:

- a. Prepare a concept sketches for the layout. (CAD and Arcview file provided to client)
- b. The sketches will be presented to the Owner for their review. Any input, comments and additional information shall be incorporated into the concept plan that will be presented to the Owner for their final review prior to starting preliminary design.

Preliminary Design (Design Development Phase)

Contractor will:

- a. Prepare Preliminary Plans indicating proposed building location and elevation, grading plan, proposed new lighting, existing and proposed dumpster location, etc.

Final Design (Bidding, Construction & Contract Document Phase)

Contractor will:

- a. Prepare Construction Plans and Specs suitable for bidding the project based on the Preliminary Plans. The plans will consist of a site grading and drainage, subsurface piping, asphalt, parking lot lighting, and dumpster enclosure construction.
- b. Provide the necessary engineering calculations.
- c. Prepare a cost estimate and bid tabs for the project including quantities.
- d. Attend a meeting with GWA Board to review plans and specifications, as requested by the Owner.

Construction Staking (Construction Phase):

Contractor will provide your construction contractor stakes for the items specified below. Each item will be staked the specified number of times, the construction contractor will be provided with cut sheets for all stakes set.

- a. Site Grading and drainage
 - θ Stake parking lot

(Post Completion/ Warranty Phase):

Contractor will:

- a. Prepare a set of record documents using information furnished by the owner, the construction contractor and as measured by the Contractor, (including the invert elevations of culverts and field changes to the plans). This set of documents shall consist of the original plan sheets altered by striking out the original elevation or distance and printing the record information.

Contacts:

Interested bidders shall contact Jessica Bentley jbentley@gwacademy.org to be included on the bidder's list in the event that any addendums are issued for this project.

Time of Performance

The contractor's schedule for preparation and delivery of the documents requested by the Owner shall be in accordance to a schedule mutually agreed upon between the Contractor and Owner, which will be established upon final approval of the Owner-Design Professional Agreement contract and prior to the commencement of any work.

GWA RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS FOR ANY REASON.

Bidding Notes:

1. Submit proposal in lump sum (supply and install),
2. All Contractors must provide the following along with their bid submittal:
 - a. Completed and signed Construction Bid Form
 - b. A copy of Current Vendor's License (or a copy of the submitted application)
 - c. A copy of Current Insurance Certificate, Commercial Liability of \$1 million and Design Professional Liability of \$2 million.
 - d. A copy of Authorized Signature Sheet (submitted with first bid submittal)

All proposals MUST be emailed

BIDDING FORMS Bidding
Requirements and Contract Forms

GEORGE WASHINGTON ACADEMY
BACK PARKING LOT 2022 CONSTRUCTION BID FORM
REQUIRED FOR ALL BIDS

FIRM NAME:

JOB/PROJECT: GEORGE WASHINGTON ACADEMY BACK LOT

TOTAL LUMP SUM PRICE: (Labor and materials):

(Written Value)

\$ _____

(Dollar Amount)

Acknowledgement of Addendum(s): 1) _____ date

BID GUARANTEE PERIOD:

I agree to hold this bid open for a period of 90 days after the bid opening. If this bid is accepted I agree to execute a Contract and/or a Purchase Order with George Washington Academy along with furnishing all required bonding (if required) and insurances.

ATTACHMENTS REQUIRED: Failure to provide any of these attachments will result in bid disqualification.

BID FORM (MUST BE SIGNED)

VENDOR LICENSE

COPY OF CURRENT INSURANCES

SUB-CONTRACTOR/SUPPLIER LIST (Include values)

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

FIRM NAME: _____ **TELEPHONE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____

