Vinton Parks & Recreation Department
Request for Quotations (RFQ)

Project: Riverside Park Playground Sidewalk Concrete Project

Due Date: Competitive Quotes are due by noon on Friday, October 2nd, 2020 and will be opened at that time. Bid will be awarded at City Council Meeting on October 8th, 2020.

Quotes need to be filed with:
Matt Boggess, CPRP
Director of Parks & Recreation
701 East A St.
Vinton, IA 52349

Description of Work:
Sidewalk/Trail Areas:

- 640 feet long by 60 inches wide by 4 inches thick/4000 psi
- 3/8 inch re-rod bar every 16 inches going both ways
- Non-slip finish
- Saw as needed
- Handicap entrance and small curb at south entrance of sidewalk
- Landscaping work as needed to meet proper grading and runoff

Handicap Ramps & Sidewalks:
- 4 inches thick/4000 psi

Completion Date - November 30, 2020

Site Visit.
Interested contractors are further advised that a site visit is highly recommended and may be arranged by contacting Matt Boggess, Director of Vinton Parks and Recreation Department at (319) 472-4164.

Competitive Quotations to be submitted on Form Provided. Competitive quotations shall be filed on the Competitive Quotation form provided by the City and included with this RFQ. Competitive quotations which are filed in any other form shall be determined to be non-responsive and shall be rejected by the City.

Costs to be Included in Competitive Quotations Submitted by Contractors; Documentation of Certain Costs. Interested contractors are required to include and list separately their competitive quotations the price for labor, materials, equipment and supplies required to perform the work.

Evidence of Insurance Required.
Each contractor submitting a quotation pursuant to this RFQ shall be required to commit to provide to the City, at the time of the award and execution of the contract, a certificate or certificates of insurance, evidencing insurance with coverage’s and in amounts as required by the City of Vinton.

Required Commitments by Contractors. Contractors submitting quotations pursuant to this RFQ shall be required to commit to the commencement of the work comprising the above described public improvement not later than September 1, 2013, and shall be required to commit to the completion of the work on or before
September 30, 2013. If the weather does not allow for work to begin at this time and extension may be given by the Director of Parks & Recreation.

Sales Tax. The City will issue special sales tax exemption certificates to the contractor awarded the contract to perform the work and to its subcontractors, pursuant to Iowa Code Section 422.42, (15) and (16) and Iowa Code Section 422.47 (5). The contractor awarded the contract for the work and its subcontractors should present such certificate when procuring materials and equipment for the project, and should not pay sales tax for such materials and equipment. Accordingly, the contractor should not include sales tax in its competitive quotation for the work. The City will not accept contractor claims for reimbursement of sales tax, will not attempt to obtain a refund of sales taxes paid from the State of Iowa, and will not reimburse the contractor for any sales taxes mistakenly paid by it or its subcontractors.

Evaluation of Competitive Quotations. If a quoting contractor does not submit its quotation on the form required by the governmental entity, or does not provide all information or documentation or make all commitments required by the governmental entity, or does not cause said form to be executed as required by the governmental entity, said quotation shall be determined to be non-responsive and shall be rejected by the governmental entity. The City of Vinton reserves the right to reject any and all bids submitted. Quotes will be evaluated by the following criteria:

- Cost of work
- Work schedule, (as proposed by Contractor).
- Ability to perform Work within a timely manner.
- Qualifications of the Contractor
- Ability to provide satisfactory references.
- Responsiveness to RFQ terms and conditions.
- Inclusion of materials requested in this RFQ.
- Local bid preference

Execution of Project upon Acceptance and Approval of Performance and Payment Bond and Evidence of Insurance. Upon the City’s determination which contractor has submitted the lowest responsive, responsible quotation, the City will take action to award the project to that contractor, conditioned upon the contractor’s submission, and the City’s approval, of the contractor’s performance and payment bond and evidence of insurance, and further conditioned upon the contractor’s execution of a project and its approval and execution by the City. The city reserves the right to waive the performance and payment.

Special Notice: The Vinton Parks & Recreation Department is a government agency. Any governmental discounts can be utilized and we are tax exempt.

Payment: 100% will be paid within 30 days after a bill has been submitted & final acceptance by the Vinton Parks & Recreation Department.

All questions should be directed to:
Matt Boggess, CPRP
Director of Parks & Recreation
319-472-4164
Fax: 472-3179
vprdboggess@vintoniowa.net
City of Vinton  
Vinton Parks & Recreation Department  
Competitive Quotation Form  

Equipment: Riverside Park Playground Concrete Path  

Due Date: 1:30pm on Friday, October 2nd 2020  

Submitted to: Vinton Parks & Recreation Department  
Matt Boggess, Director of Parks & Recreation  
701 A Street East  
Vinton, IA 52349  
Or vprdboggess@vintoniowa.net  

Quotation  
Bid #1 Concrete Path  
$________________________  

Company  
Submitted By  
Address  
E-mail  
Phone  
Signature  
Date  

**Please attach your own bid sheet that explains more of the detailed project costs.**