



**City of Pacific Grove
Public Works Department**

**Pacific Grove Municipal Ball Field Backstop Replacement Project
Design/Build Request for Proposals**

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| RFP Release Date | Thursday, May 25, 2023 |
| RFP Deadline | Friday, June 15, 2023, at 2:00 pm <i>Late Statements of Qualifications will not be accepted.</i> |
| Point of Contact | Joyce Halabi Deputy Public Works Director Jhalabi@cityofpg.org (831) 648-5722 |

Project Context

The City of Pacific Grove is located on the Monterey Peninsula, and shares borders with the City of Monterey, Pebble Beach, and with the coastline adjacent to the Monterey Bay including the National Marine Sanctuary and Pacific Grove Area of Special Biological Significance (ASBS).

Pacific Grove boasts 28 parks, ranging from the beach sands of Lovers Point Park to the forest of Monterey Pines. Park reservations are available for parties, events, weddings, picnics, BBQ's, sports practices/games and more.

The City of Pacific Grove has three ball parks:

- George Washington Park
- Arnett Park, and
- The Municipal Ball Park

The Municipal Ball Park is the focus of this design-build request for proposals.

The Municipal Ball Park is located at the corner of 17 Mile Drive and Pico Ave. The street address is 230 17 Mile Dr, Pacific Grove, CA 93950. Adult Softball/Socko/Slow Pitch Leagues, PONY Baseball/Softball, and Pacific Grove High School Softball are held at the Municipal Softball Park.

The backstop fence structure, constructed of chain link fencing and metal posts, has significantly deteriorated. The City is soliciting the services of qualified companies to design and build a replacement backstop structure. See the scope of work below for additional details.

SCOPE OF WORK

The City is soliciting the design-build services of a qualified contractor. The solution proposed shall match existing backstop dimensions and meet industry standards, however, the contractor can propose the material type (netting, metal, fencing, etc.) and design. The scope of work shall include:

- Demolition and removal of existing backstop structure
- Design of a new backstop structure
 - The design shall be proposed as an element of the proposer's submittal (see proposal submittal and the content section below)
- Installation of a 30' tall backstop in the same footprint as the existing backstop structure (material to be proposed by vendor) - this includes the fencing that reached the dugouts (as illustrated in the image below)

The backstop structure shall be designed and built to industry standards using suitable materials to ensure safety of patrons in the stands.



PROPOSAL SUBMITTAL AND CONTENT

Sealed proposals must be submitted to City of Pacific Grove Public Works Administrative Office by 2:00 pm on June 15, 2023, and must be addressed as follows:

MUNI BALL PARK BACKSTOP PROPOSAL

Attn: Joyce Halabi

2100 Sunset Dr.

Pacific Grove, CA 93950

Proposals must include:

- Cover letter describing the proposers experience in designing, procuring, and installing similar structures. Cover letter shall include information on the proposer's main point of contact for the project.
- Complete drawings for the proposed design including specifications, and pictures for each component in designs and colors available.
- A total bid price for the design presented. Bids must list the cost of the material, construction, and labor.
- References. Please include three professional references for similar projects completed.

Additional Details:

- All delivery, assembly, installation, and supervision costs must be included in the proposal.
- All proposal amounts shall be guaranteed for not less than sixty (60) days after the proposal submittal deadline date.
- The successful proposer shall furnish approved Performance and Payment Bonds, each in the amount of one hundred percent (100%) of the bid amount.
- Workmen's Compensation, Comprehensive General Liability, and Transportation insurance and insurance certificates shall be provided by the successful Supplier.

- No proposal may be withdrawn within a period of sixty (60) days after the bid opening date.
- Prices shall include delivery, freight paid by the bidder to the jobsite.
- The Supplier must submit Two (2) hard copies and one (1) electronic copy of the proposal to the address listed above.
- All Proposals must comply with the specifications and guidelines provided in this document.
- The City of Pacific Grove reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate at the sole discretion of the City of Pacific Grove.
- An interview may be requested to aid in the selection of a Supplier.
- The award will be made to the qualified Supplier whose proposal is deemed most advantageous to the City; all factors considered.
- **Prevailing Wage.** The Contractor must meet all Department of Industrial Relations Requirements. No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1 (a)]. No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. For all new projects awarded on or after April 1, 2015, the contractors and subcontractors must furnish electronic certified payroll records to the Labor Commissioner. No contractor or subcontractor may work on a public works project unless registered with DIR. Contractors are required to provide their DIR public works contractor registration information as part of their bid packet. Registration should include the legal name, registration number, county, city, registration date, and expiration date.
- **Deadline for Questions.** Any questions regarding specifications must be filed in written form to jhalabi@cityofpacificgrove.org by 4:00 p.m. on June 9, 2023.
- **Acceptance of Proposal Content.** The contents of the proposal of the successful proposer may become contractual obligations if the City of Pacific Grove wishes to execute a contract based on the submitted proposal. Failure of the successful proposer to accept these obligations in a contract may result in cancellation of the award and such proposer may be removed from future solicitations.
- **Contract.** The contracted firm will be required to sign a contract with the City relating to the work to be performed. A sample contract is available on the City's website.
- **Response Material Ownership.** The material submitted in response to the RFQ becomes the property of the City of Pacific Grove and will only be returned to the contracted firm at the City's option. Responses may be reviewed by any person after the final selection has been made. The City of Pacific Grove has the right to use any or all ideas presented in reply to this request. Disqualification of a proposer does not eliminate this right.
- **Acceptance of Proposal Content.** The contents of the proposal of the successful proposer may become contractual obligations if the City of Pacific Grove wishes to execute a contract based on the submitted proposal. Failure of the successful proposer to accept these obligations in a contract may result in cancellation of the award and such proposer may be removed from future solicitations.

- **Reference Checks.** The City of Pacific Grove reserves the right to contact any reference or any client listed in the documents for information which may be helpful to the City in evaluating the proposer's performance on previous assignments

General Conditions of RFP

- The City reserves the right to reject any and all proposals, to waive any informality, to request interviews of Proposer(s) prior to award and to select and negotiate the Contract services in the best interest of the City.
- the Proposer shall guarantee to perform the services offered and the total price of the proposal for a period of no less than 60 days from the deadline for submission of proposals.
- The City reserves the right to accept all or part of any proposal and to negotiate a contract for services and cost with the selected Proposer.
- The Proposer shall provide all necessary personnel, materials, and equipment to perform and complete all work under this proposal.
- The Proposer shall be unbiased and vendor neutral.
- The City intends to recommend the award of a contract to the City Council for the requested services. The Proposer shall be prepared to commence work immediately upon execution of a contract with the City.
- Unless otherwise stated, invoices are to be submitted to the Public Works Department upon delivery of service to the City. The invoice must include an itemization of all services provided, including unit list price, net price, extensions total amount(s) due, and amounts previously paid.
- Unless otherwise stated, payment will be made within thirty (30) days of the completion of the service, in an acceptable fashion, to the City, and receipt of invoice, whichever is later.
- This contract will be for the services described in the RFQ response; however, this agreement should not be considered exclusive. As deemed necessary, the City reserves the right to obtain these services from any other vendor.
- Unless otherwise specified all costs listed are firm for the term of the contract.
- Neither party shall be liable for any inability to perform its obligations under any subsequent agreement due to war, riot, insurrection, civil commotion, fire, flood, earthquake, storm or other act of nature.
- Notification of the parties shall be considered to have been constructively received when it is mailed via the United States Postal Service or delivered in hand to the parties as stated in the contract.
- Proposal shall also mean quotation, bid, offer, qualification/experience statement, and services. Proposers shall also mean vendors, proposer's, bidders, or any person or firm responding to a Request for Information.