

CITY OF OVERLAND PARK, KANSAS

Request for Proposal

Sealed proposals for **Parks and Recreation Design and Installation for Custom Play Equipment - 2021** will be received by the City of Overland Park, Kansas, at the office of the City Clerk, City Hall, 8500 Santa Fe Drive, Overland Park, Kansas 66212 until 2:00 p.m. central time on **June 01, 2021**. At that time all sealed proposals will be transferred to the **Parks and Forestry Division** for review by City staff. Any proposals received after the designated closing time will be returned unopened. Attend a **Mandatory Pre-Bid Meeting** with City staff and project design consultant, Landscape Architecture Firm, Vireo, to gain a detailed understanding of the project requirements and general parameters under which the project will be designed and constructed. The meeting will be held at the Tomahawk Ridge Community Center, Crest Room, 11902 Lowell Ave. Overland Park, KS 66213 **Tuesday, May 11<sup>h</sup> at 2:00 p.m (CT)**.

All proposals shall be submitted in sealed envelopes addressed to the City Clerk of Overland Park, Kansas, and marked "**PROPOSAL FOR: PARKS AND RECREATION DESIGN AND INSTALLATION FOR CUSTOM PLAY EQUIPMENT - 2021.**" Copies of plans, specifications, proposal documents and other contract documents are on file at the office of **Parks and Forestry Division** located at **11921 Hardy Street, Overland Park, Kansas 66213**. Contractors desiring the contract documents for use in preparing proposals may obtain a set of such documents from the **Parks and Forestry Division, Monday through Friday, 7 a.m. to 4 p.m.** upon payment of \_\_\_\_\_ Dollars (\$00.00), which amount is not refundable.

Neither the City nor consultant shall be responsible for the accuracy, completeness, or sufficiency of any proposal documents obtained from any source other than the source indicated above. Obtaining copies of plans, specifications, proposal documents and other contract documents from any other source(s) may result in obtaining incomplete and inaccurate information. Obtaining these documents from any source other than directly from the source listed herein may also result in failure to receive any addenda, corrections, or other revisions to these documents that may be issued.

Contractors should read and be fully familiar with all contract documents before submitting a proposal. In submitting a proposal, the bidder warrants that it has read the contract documents and is fully familiar therewith and that it has visited the site of the work to fully inform itself as to all existing conditions and limitations and shall include in its proposal a sum to cover the cost of all items of the work.

Should a bidder find "defects" as defined in paragraph GC3 of the General Conditions, it shall follow the procedures outlined in paragraph GC3 to bring same to the attention of City. Changes necessitated thereby shall be in the form of addenda issued by the consultant.

All bidders shall verify that they have considered all written addenda. Neither the City nor the consultant shall be responsible for oral instructions.

Any written addenda issued during the time of proposals shall be covered and included in the proposal. There will be no clarifications or exceptions allowed on the proposal. Proposals are for a total bid package, total contract price.

Proposals shall be made upon the form provided in ink or typewritten. Numbers shall be stated both in writing and in figures; the signature shall be long hand; and the complete form shall be

without alteration or erasure. On alternate items for which a bid is not submitted, a written indication of "no bid" on the bid form is required.

No oral, telegraphic, facsimile or telephonic bids or alterations will be considered.

The following items must be included in the sealed envelope with the proposal:

- a. Proposal
- b. No bid bond required

The City reserves the right to accept or reject any and all proposals and to waive any technicalities or irregularities therein. Proposals may be modified or withdrawn by written request of the proposer received in the office of the City Clerk, prior to the time and date stated for proposal submission; provided, however, that no proposer may withdraw its proposal for a period of thirty (30) days from the date set for the opening thereof. ALL PROPOSERS AGREE THAT REJECTION SHALL CREATE NO LIABILITY ON THE PART OF THE CITY BECAUSE OF SUCH REJECTION. IT IS UNDERSTOOD BY ALL PROPOSERS THAT AN UNSUCCESSFUL PROPOSAL HAS NO CAUSE OF ACTION AGAINST THE CITY FOR PROPOSAL PREPARATION COSTS. THE FILING OF ANY PROPOSAL IN RESPONSE TO THIS INVITATION SHALL CONSTITUTE AN AGREEMENT OF THE PROPOSER TO THESE CONDITIONS.

Publish: *Legal Record*

Tuesday, May 04, 2021