

Peace Lutheran Church

REQUEST FOR PROPOSAL (RFP)

Proposal and Recommendations for Replacing Shingles on Church Steeple

Proposal and Recommendations for Replacing Siding on Church Steeple

Proposal and Recommendations for Replacing Stairs to Front Entry of Church

Proposal and Recommendations for Reinforcing Steeple Structure

STEEPLE REPAIRS / STAIRS REPLACEMENT

Peace Lutheran Church
2106 S Cushman Ave
Tacoma, Washington 98405
Phone: (253) 383-1317 | Fax: (253) 722-2228
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RFP ID: PLC 2022

Date: May 13, 2022

REQUEST FOR PROPOSAL
STEEPLE REPAIRS / STAIRS REPLACEMENT
Tacoma - Washington

RFP ID: PLC 2022

PROPOSAL SUBMISSION DEADLINE: July 13, 2022, 5:00 PM

QUESTION SUBMISSION DEADLINE: June 29, 2022

Questions regarding project scope or clarification may be submitted in email form to:

Contact Name: Alan Kies
Telephone Number: (253)-606-7513
Email Address: akies@netzero.net

INTRODUCTION

Peace Lutheran Church invites and welcomes proposals for their Steeple Repairs / Stairs Replacement project. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PROPOSAL SUBMISSION DEADLINE."

BIDDERS SHOULD NOTE THAT ANY AND ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) "NO EXCEPTIONS".

PROJECT AND LOCATION

The project associated with this RFP is located at 2106 S Cushman Ave, Tacoma, Washington 98405.

PROJECT MANAGER CONTACT INFORMATION

The following individual(s) are the assigned contacts for the following:

For questions regarding access to building for inspection or (contract administration), contact:

Contact Name: Jeanie Correa
Title: Inreach/Maintenance, Peace Church Council
Telephone: Leave message for Jeanie to call back at church general number (253) 383-1317
Email Address: peaceinreachtacoma@gmail.com

PROJECT OBJECTIVE

The objective and goal for this project is:

(item #1)

replace shingles on church steeple roof.

(item #2)

replace siding on church steeple.

(Item #3)

replace stairs to front church entry.

(item #4) (optional)

reinforce structure of steeple for operation of original church bell.

PROJECT SCOPE AND SPECIFICATIONS

The Project Scope and Specification are:

All work performed on this project is to use current best practices for the construction industry. All work shall be properly permitted, professionally performed, and successfully pass inspection by the local jurisdiction. Work may be inspected by the owner during construction.

(item#1)

Replace shingles on roof of the steeple with shingles that are similar in composition to the attached Peace Community Center building with color (TBD) either to match the church or the Community Center. There is evidence of water damage at the overhang of the steeple so consideration should be given to replacing sections of overhang as needed. Replaced sections of overhang are to be primed and painted with entire overhang to be painted to match. Gutters and downspouts on the steeple are of unknown condition and should be included for replacement as part of the roof repairs. The cross at the top of the steeple needs to be removed, repainted, and reinstalled with the new roof. Attachment of cross to steeple shall use appropriate long-lasting weather-resistant materials i.e., stainless steel or galvanized fasteners.

(item#2)

Recent wind events have damaged the vinyl siding on the church steeple, and this has been a recurring issue. The vinyl siding is to be removed and replaced with siding of similar style, and composition, as the attached Peace Community Center building. New siding shall be painted white. (Please note that vinyl siding around double-door entrance to church shall also be replaced to match new siding on the steeple).

(item#3)

The front entry stairs to the church have come to the end of their useful life. Since these stairs are exposed to weather elements, we would like to see options for stairs that incorporate long lasting materials in their construction. At minimum pressure treated lumber or composite materials are required. Fabricated stairs using aluminum or similar structure would also be considered. Please

suggest options that would be appropriate and cost/benefits of each.

(item#4) (optional)

Currently the original church bell hangs in the bell tower but is not being used since we were informed that the structure wasn't reinforced adequately for bell operation. We would be interested in receiving proposal for the work that would need to be done to make the bell viable. We believe that one of the windows in the bell tower was boarded up when the vinyl siding was installed, therefore getting the bell operational may require coordination with the siding installer to expose the bell window, if it exists.

SCHEDULED TIMELINE

The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

MILESTONE

DATE

Start of project:

July 27, 2022

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS

Peace Lutheran Church shall award the contract to the proposal that best accommodates the various project requirements. Peace Lutheran Church realizes that potential vendors may find some of this work to be outside of their area of expertise, if this applies to you or your company, please provide information on the section/sections that fall within your expertise. Each section shall be proposed as a stand-alone section with any discounts, if available, offered by combining various sections. Peace Lutheran Church reserves the right to: (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals, (ii) award the contract to more than one Bidder, and (iii) refuse any proposal or contract.

DEADLINE TO SUBMIT PROPOSAL

All proposals must be received by Peace Lutheran Church no later than 5:00 PM on July 13, 2022 for consideration in the project proposal selection process.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidder's alleged performance effectiveness of their proposal's solution.
3. Bidder's performance history and alleged ability to timely deliver proposed services.
4. Bidder's ability to supply and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
5. Overall cost effectiveness of the proposal.

Peace Lutheran Church reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

1. Bidder's Name(s)
2. Bidder's Address
3. Bidder's Contact Information (and preferred method of communication)
4. Legal Formation of Bidder (e.g., sole proprietor, partnership, corporation)
5. Date Bidder's Company was Formed
6. Description of Bidder's company in terms of size, range and types of services offered and clientele.
7. Bidder's principal officers (e.g., President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise.
8. Bidder's Federal Employee Identification Number (FEIN)
9. Evidence of legal authority to conduct business in Washington (e.g., business license number).
10. Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.
11. Organization chart showing key personnel that would provide services to Peace Lutheran Church

Financial Information

- Provide a copy of the most recent audited financial statement, or an annual report by a certified public accountant.
- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of reorganization under the bankruptcy code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Proposed Outcome

- Summary of timeline and work to be completed.

Equipment or Service

- List any or equipment or services required of a subcontractor, along with a brief explanation.
- List any accommodation, services, or space needed from Peace Lutheran Church, along with a brief explanation.

Cost Proposal Summary and Breakdown

- A detailed list of all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Summary of the total cost of the proposal.

Licensing and Bonding

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

References

- Provide three (3) references

By submitting a proposal, Bidder agrees that Peace Lutheran Church may contact all submitted references to obtain any and all information regarding Bidder's performance.