

# **REQUEST FOR PROPOSALS**

**City of Johnstown**

**Firefighters Memorial Park**

**Granite Work**

**RFP – August 2023**



# PROCEDURE

## ORIGINAL PROPOSAL AND COPIES

The proposal must contain the completed "Contractor Information" page provided within this RFP. The contractor must submit **one hardcopy of the Original Proposal, and one digital version** to the City of Johnstown. All proposals must include a detailed budget narrative along with other items listed within the Requirements section of this RFP.

## PREPARATION OF PROPOSALS

Proposals **must** be placed in a sealed envelope and marked:

**Johnstown Firefighters Memorial Park (CLLS)**

The name and address of the contractor must be marked on the sealed envelope.

## DELIVERY OF PROPOSALS

Proposals must be received in the *City of Johnstown's Office of Community and Economic Development at 401 Main Street, Johnstown, PA, 15901*, no later than **September 1, 2023 at 3:15 PM.**

## INQUIRIES AND ADDENDA

Should the contractor find any discrepancies in, or omissions from the Request For Proposal, or should there be any doubt as to meaning or interpretations, or need clarification, he/she should at once notify Kathy Webb by e-mail at [kpurelliwebb@cojtn.com](mailto:kpurelliwebb@cojtn.com). The City of Johnstown will not be responsible for any oral instructions.

## DUTY OF CONTRACTOR TO MAKE NECESSARY INVESTIGATIONS

Before submitting a proposal, each contractor shall make all investigations and examinations necessary to ascertain all conditions and requirements affecting the full performance of the contract and to verify any representations made by the City that the contractor will rely upon. Ignorance of such conditions and requirements resulting from failure to make such investigations and examinations will not be a basis for any claim whatsoever for any monetary consideration on the part of the successful contractor.

## EXPENSES INCURRED IN PREPARING PROPOSAL

The City of Johnstown accepts no responsibility for any expense incurred by the contractor in the preparation and presentation of a proposal and any such expenses are to be borne

exclusively by the contractor.

### **RIGHT TO ACCEPT OR REJECT PROPOSALS**

The City of Johnstown reserves the right to accept or reject any or all proposals, to waive any informalities or irregularities in the proposals received, and to accept any proposal, which is deemed most favorable to the City.

### **CHOICE OF LAWS**

Any contract awarded shall be adjudicated, governed, and controlled in all respects as to validity, construction, capacity, performance, or otherwise by the laws of the State of Pennsylvania.

### **TERM OF CONTRACT**

The duration of any contract awarded is anticipated to commence upon the date an agreement is executed with the City of Johnstown and conclude by December 31, 2023. An extension of this deadline may be granted from the City of Johnstown to the contractor at the City's discretion.

### **PROCESS BY WHICH THE CONTRACT SHALL BE AWARDED**

This contract will be awarded to the contractor judged to provide the best value. The terms of any contract may be subject to negotiation subsequent to the receipt of proposals. Proposals will be evaluated on the basis of the following:

1. Compliance with specifications and production of required and supporting documentation.
2. Ability of contractor to responsibly and reliably perform contract requirements.
3. Cost of service.
4. Ability to negotiate terms of a contract acceptable to the City of Johnstown.
5. Ability to complete all contracted work tasks.
6. Experience of the contractor completing similar work tasks.



# **SPECIFICATION OF SERVICE**

## **Project Summary**

A park to honor the fallen Johnstown Firefighters will be constructed at the corner of Franklin Street and Vine Street in the City of Johnstown. Funding and administrative assistance is provided by the City of Johnstown and is subject to their guidelines

## **Detailed Scope of Work for this contract:**

1. Concrete foundations will be provided by others.
2. Provide a granite base for the original Fire Department Bell as the Base Bid.
  - a. A concept drawing is provided. Design assistance and consultation from the monument company is required to finalize the design and produce the best results.
  - b. The bid shall include etching the monument with the Fire Department logo on 4 sides per the concept drawing. However, the bid shall anticipate that there will be 4 different logos on the final approved design.
  - c. Granite colors are selected. Monument company to provide samples for final approval. If the monument company has a source issue with a selected color, requests for alternates may be made during the bidding process.
  - d. Installation of the base by the Monument contractor per their normal joint sealing process.
3. Provide an Alternate Price for a granite boulder with a smooth surface on top and bottom to be used as a base for a sculpture. Boulder selection will require discussion with the Architect. The Alternate Price shall also include installation and drilling of mounting hardware holes.
4. Installation of the bell and sculpture are by the City of Johnstown.



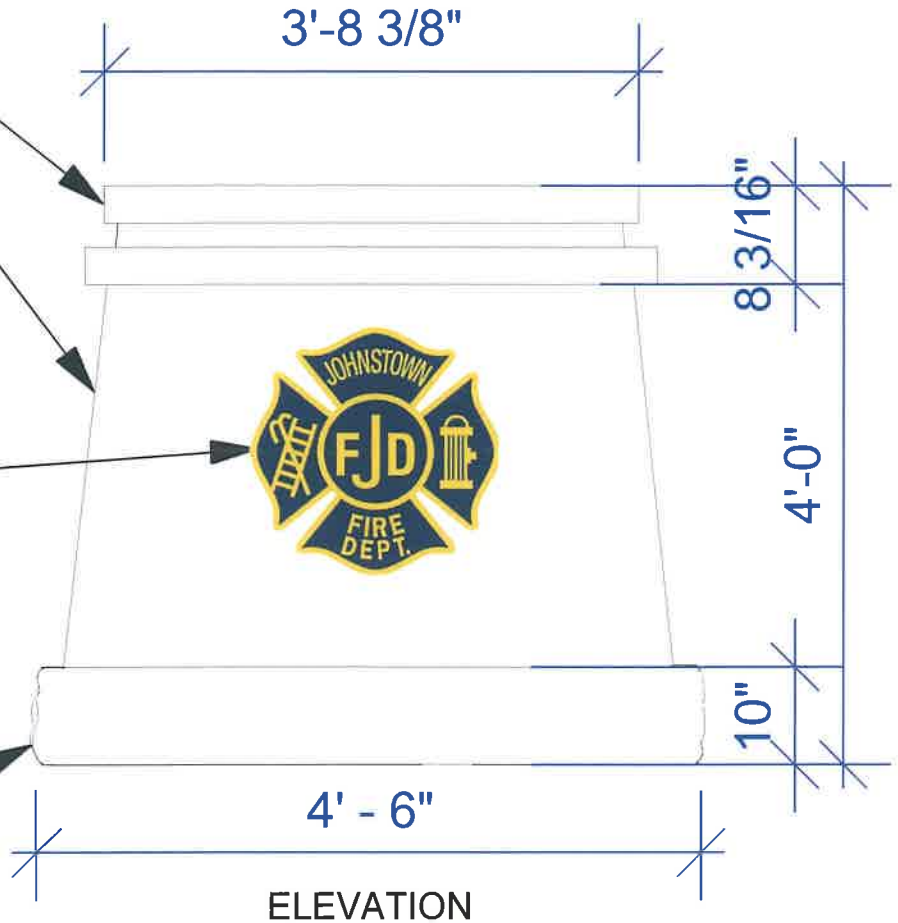


CAP: INDIA BLACK  
GRANITE, POLISHED  
FINISH

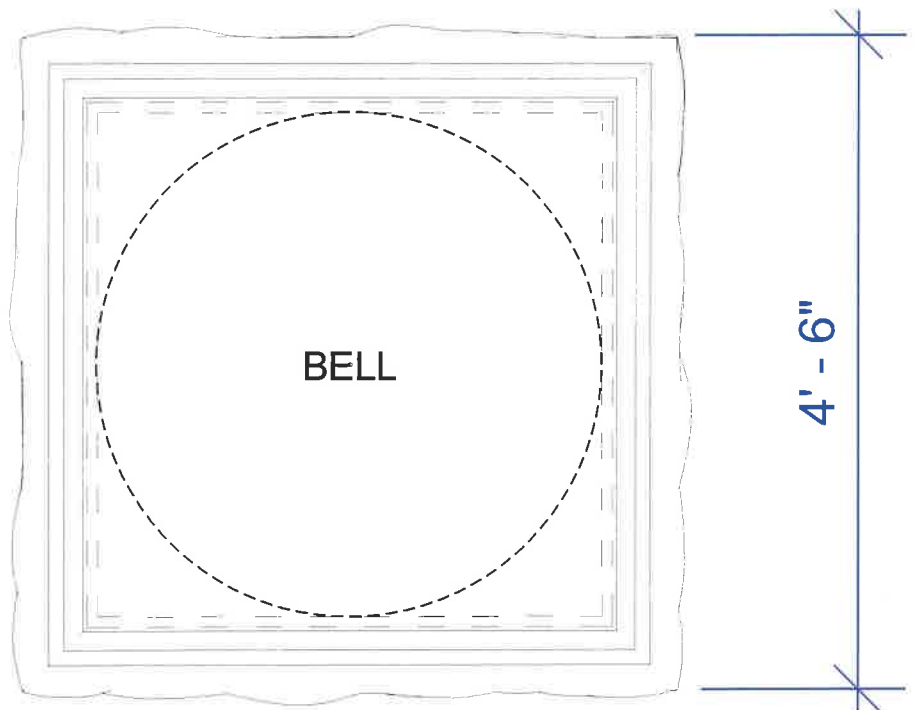
PLINTH: BARRE GRAY  
GRANITE, POLISHED  
FINISH

LOGO: SANDBLASTED,  
COLOR ETCHING ON  
EACH SIDE OF  
MONUMENT

BASE: INDIA BLACK  
GRANITE, ROCK PITCH  
FINISH



RENDERING



PLAN



1 GRANITE BASE FOR BELL

SCALE: 3/4" = 1'

0 0.5 1 FT

JOHNSTOWN FIREFIGHTERS MEMORIAL PARK

CORNER of VINE and FRANKLIN STREETS JOHNSTOWN, PA

UpStreet Architects, Inc. ©

541 PHILADELPHIA STREET  
PHONE (724) 349-3601

INDIANA, PA 15701  
FAX (724) 349-5779

DETAIL DRAWING

A702

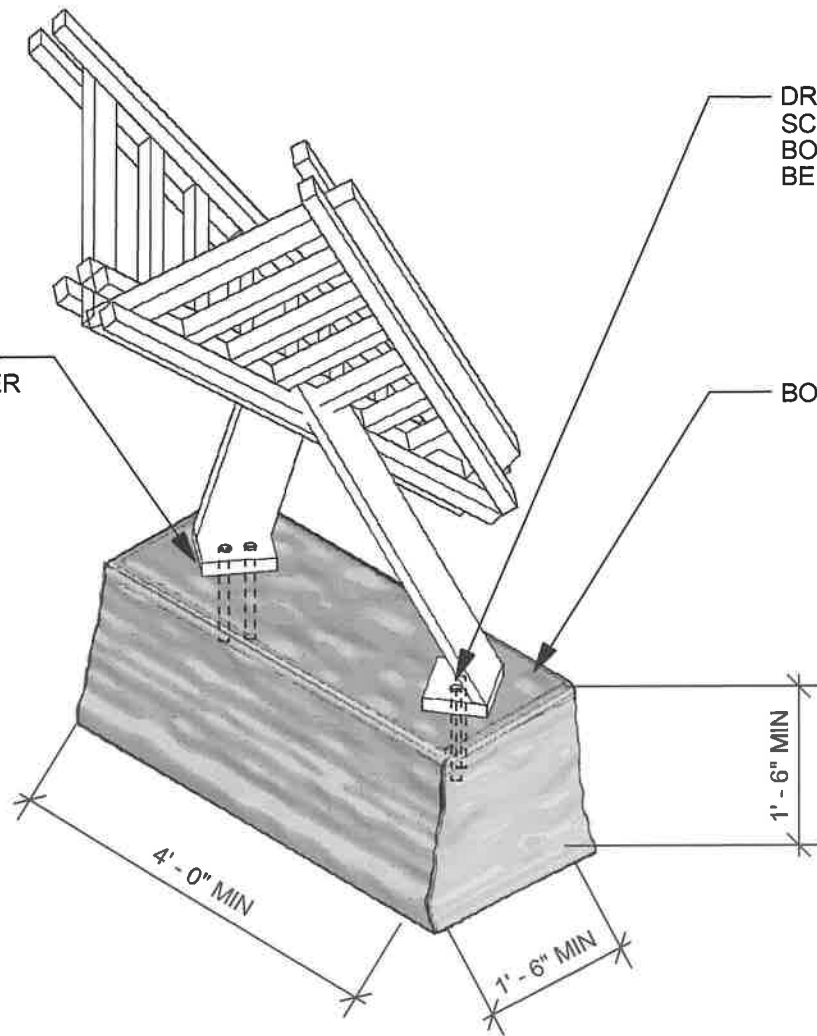
6/19/2023

206027

LEVEL SURFACE FOR  
LEVELING PLATE UNDER  
SCULPTURE FEET

DRILL 4 HOLES FOR  
SCULPTURE MOUNTING  
BOLTS. TEMPLATE WILL  
BE PROVIDED.

BOULDER



**BASE FOR SCULPTURE**

NOT TO SCALE

**JOHNSTOWN FIREFIGHTERS MEMORIAL PARK**

CORNER of VINE and FRANKLIN STREETS JOHNSTOWN, PA

UpStreet Architects, Inc. ©

541 PHILADELPHIA STREET  
PHONE (724) 349-3601

INDIANA, PA 15701  
FAX (724) 349-5779

DETAIL DRAWING

**A701**

6/19/2023

206027

## **RFP CONTACT**

Questions about this proposal should be directed to the Project Coordinator, Kathy Webb, by email at [kpurelliwebb@cojtn.com](mailto:kpurelliwebb@cojtn.com) by 2:00 PM on September 1, 2023.

## **PROJECT REQUIREMENTS**

The selected contractor will be required to:

- Be adequately insured/bonded to complete the specified work requested by the City of Johnstown
- Provide the City of Johnstown with Liability insurance and Workers Compensation Insurance
- Licensed to work within the State of Pennsylvania
- Complete all work tasks by December 31, 2023
- Provide weekly email progress reports to the City of Johnstown
- Provide monthly invoices to the City of Johnstown for work completed.
  
- Adhere to Pennsylvania Prevailing Wage Rates
- Have no outstanding violations within the City of Johnstown for their business/sole practitioner
- Adhere to all local, state, and federal laws

## **DISCRIMINATION PROHIBITED**

According to 62 Pa.C.S.A. 3701, the contractor agrees that:

1. In the hiring of employees for the performance of work under the contract or any subcontract, no contractor, subcontractor or any person acting on behalf of the contractor or subcontractor shall by reason of gender, race, creed or color discriminate against any citizen of this Commonwealth who is qualified and available to perform the work to which the employment relates.
2. No contractor or subcontractor or any person on their behalf shall in any manner discriminate against or intimidate any employee hired for the performance of work under the contract on account of gender, race, creed or color.
3. The contract may be cancelled or terminated by the government agency, and all money due or to become due under the contract may be forfeited for a violation of the terms or conditions of that portion of the contract.

## **HUMAN RELATIONS ACT**

The provisions of the Pennsylvania Human Relations Act, Act 222 of October 27, 1955 (P.L. 744) (43 P.S. Section 951, et. Seq.) of the Commonwealth of Pennsylvania prohibit discrimination because of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, by employers, employment agencies, labor organizations, contractors and others. The contractor shall agree to comply with the provisions of this Act as amended



that is made part of this Specification. Your attention is directed to the language of the Commonwealth's non-discrimination clause in 16 PA. Code 49.101.

### **PROVISION FOR THE USE OF STEEL AND STEEL PRODUCTS MADE IN THE U.S.**

In accordance with Act 3 of the 1978 General Assembly of the Commonwealth of Pennsylvania, if any steel or steel products are to be used or supplied in the performance of the contract, only those produced in the United States as defined therein shall be used or supplied in the performance of the contract or any subcontracts thereunder. In accordance with Act 161 of 1982, cast iron products shall also be included and produced in the United States. Act 144 of 1984 further defines "steel products" to include machinery and equipment. The act also provides clarifications and penalties.

### **IMPLEMENTATION TIME FRAME**

The City is expected to select the winning contractor on September 1, 2023, with a notice to proceed provided to the contractor by September 14, 2023. Work performed by the contractor on weekends will be permitted. Should the contractor need to perform work during working hours the contractor shall ensure that all construction "zones" are safe and secure and will not create a hazard to the traffic and the public during this time (i.e. fencing, yellow tape, etc. to secure the areas).

### **BUDGET**

The contractor must provide to the City of Johnstown within their proposal a price detailed breakdown for this requested service. Any assumptions made by the contractor that affect price should be disclosed within the budget section of their proposal. The use of Prevailing Wage Rates should be used when determining your project budget. The contractor will submit to the City a monthly invoice for payment. The cost provided must be comprehensive of all costs associated with this service.

### **CONTRACTOR DELIVERABLE IN RESPONSE TO THIS RFP**

Each proposal sent to the City in response to this RFP should include:

- A budget that details a price for each work task
- An estimated project schedule to complete all work tasks
- Examples of similar work the contractor has completed in the last five years
- Experience of the assigned contractor staff
- A signed contract with a section for the City to sign and accept the provided work proposal
- A completed Contractor Identification sheet
- Proof of insurance

## CONTRACTOR INFORMATION

CONTRACTOR NAME (PRINTED): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

NAME (PRINTED): \_\_\_\_\_

TITLE: \_\_\_\_\_

