



TOWN OF WILLIAMSPORT (MD)

REQUEST FOR PROPOSALS 2023-04

L. BEARD MILLER COMMUNITY POOL PAINTING PROJECT

The Town of Williamsport invites the submittal of responses to this Request for Proposals (RFP) from qualified firms interested in providing labor, materials, supplies, and equipment to provide minor repair and painting or main community pool. The Town intends to consider Firms and/or individuals who possess the professional and administrative capabilities to provide the scope of services detailed within the bid package available on our website at www.williamsportmd.gov. This Request for Proposals is being released to ensure ongoing services with respect to the responsible use of tax dollars. The Town's Elected Officials will participate in the process of selecting the appropriate firm.

The Town of Williamsport reserves the right to allow for the clarification of questionable entries and for the correction of obvious mistakes, to reject submittals containing any additional terms or conditions not specifically requested in the original Scope of Work, and to reject any or all proposals, and waive informalities as may be deemed in the best interest of the Town.

POINT OF CONTACT
Chad Rooney, Town Manager
2 North Conococheague Street
Williamsport, MD 21795
(301) 223-7711
crooney@williamsportmd.org

REQUEST FOR PROPOSALS
2023-04: L. Beard Miller Community Pool Painting Project

I. PROJECT OVERVIEW

The Town of Williamsport invites the submittal of responses to this Request for Proposals (RFP) from qualified firms interested in providing labor, materials, supplies, and equipment to provide painting of the surface at the L. Beard Miller Community Pool.

The L. Beard Miller Community Swimming Pool is located within Byron Park in the Town of Williamsport, Maryland. The pool primarily serves the residents of the Town, but has become used more frequently by regional users. The work outlined within the scope of this project will be for the main/primary pool inside of the work site. The “Kiddie” pool, or zero entry pool, will not be included as part of this request for proposals. Currently, the primary pool’s expansion joint was replaced, and the pool needs painting in preparation of the 2023 summer season.

II. CALENDAR OF EVENTS

Any submissions received after the receipt date and time will not be accepted.

Pre-Bid Meeting: Thursday, February 16, 2023, at 10:00 AM in the Planning & Zoning Board Conference Room at Town Hall. Any potential bidder not in attendance at the Pre-Bid Meeting, may request a copy of any and all written addendums based on discussion at the Pre-Bid meeting and submitted written questions and are encouraged to schedule a time to meet with Town staff and complete an on-site visit. Information is also available at www.williamsportmd.gov/request-for-proposals/.

Sealed Bids: Due by Friday, March 3, 2023, by 3:30 PM. Envelopes must be delivered or mailed to Town Manager, RFP 2023-03, 2 North Conococheague Street, Williamsport, MD 21795. The Town reserves the right to reject any and all bids.

Bid Opening: All submitted bids will be opened at the March 6, 2023, Work Session of the Mayor & Town Council. The Town Manager will unseal and read aloud required documents of each submitted proposal.

Bid Award: The Mayor & Town Council will then consider each bid and may make a formal decision at the March 13, 2023, meeting of the Mayor & Town Council or a meeting thereafter. The Town Manager will contact the awardee and provide a letter to unsuccessful bidders within 7 days of the approval.

III. SCOPE OF WORK

- A. Remove dirt, grease, oil, and other such materials using acceptable methods.
- B. Flush away all cleaning materials and dirt residue using pressure washer.
- C. Acid wash the pool surface including walls and floor.

- D. Prior to painting, surface must be clean, dry, and free of any material which would cause adherence issues.
- E. Prior to painting, any cracks needing to be serviced must be remediated. The anticipated number of cracks needing to be serviced is minimal and a site visit during the pre-bid meeting or after the pre-bid meeting is highly encouraged.
- F. Prior to painting, the Town Manager, or designee, will conduct a site visit to ensure cleanliness and to confirm all cracks have been addressed.
- G. Once pool surface is properly prepared and site visit of the Town Manager, or designee, is complete; pool surface including walls and floor will be painted.
- H. Paint Requirements
 - a. Paint must be Olympic Zeron Epoxy Paint (inc. primer layer) or similar
 - b. The color will be blue; exact color will be agreed upon by the Town and successful contractor following the signing of a Notice of Award / Notice to Proceed
 - c. Must be of such a shade of blue to allow lifeguards to properly observe swimmers in and under the water
- I. Work site will require restricted access by the successful contractor's employees and Town employees and steps will be taken to ensure the public does not enter the work site. Caution will also be taken to minimize risk to the public within Byron Community Park. Please refer to Exhibit A.
- J. A dumpster will be provided by the Town and placed near the worksite to minimize trash, disposed supplies, and other such debris from going beyond the worksite. Please refer to Exhibit A.
- K. Maintain good housekeeping by maintaining a contained work site and cleaning/organizing work site at the end of each day.
- L. The successful contractor will provide the names and contact information for the person locally in charge of the work site and one person from the main office who has direct oversight of the person locally in charge of the work site.
- M. Work will be completed between the hours of 7:00am and 6:00pm, Monday through Friday. Work will not be completed during special events scheduled with the Town. The Town Manager will communicate any restrictions with the successful contractor prior to the start of work.
- N. All work as part of this Request for Proposals must be completed no later than May 5, 2023, to ensure tasks are completed in time for opening day of the 2023 summer season.

V. DOCUMENTS REQUIRED FOR SUBMISSION AND CONSIDERATION

- Proposal Submission Form
- References
- If applicable; a signed copy of all addenda advertised throughout the RFP process

PROPOSAL SUBMISSION FORM
L. BEARD MILLER COMMUNITY POOL PAINTING PROJECT

Proposal of _____ hereinafter called "CONTRACTOR", organized and existing under the laws of the State of _____ doing business as _____ for the Town of Williamsport, Maryland (hereinafter called "OWNER").

In compliance with the information contained in the Request For Proposals distributed by the Town of Williamsport, the CONTRACTOR hereby proposes to perform all WORK for mowing and minor landscaping services as outlined in the **L. Beard Miller Community Pool Painting Project** Request For Proposals in strict accordance with the CONTRACT DOCUMENTS, and at the lump sum price stated below in the proposal submission form.

By submission of this PROPOSAL, the CONTRACTOR certifies, and in the case of a joint PROPOSAL each party thereto certifies as to its own organization, that this PROPOSAL has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this PROPOSAL with any other CONTRACTOR or with any competitor.

The BIDDER hereby agrees to commence WORK under this Contract on the date specified in the NOTICE OF AWARD / NOTICE TO PROCEED and to fully complete the PROJECT within the time set forth. The CONTRACTOR further agrees to pay liquidated damages for each consecutive calendar day thereafter.

The CONTRACTOR agrees to execute a Contract for the work as awarded at the lump sum amount quoted in the bid proposal and further guarantees completion within the time stipulated with allowances for any extensions of time that may be approved.

The CONTRACTOR hereby states that he has available adequate equipment and finances to prosecute the work properly and expeditiously as bid and is prepared to present further information to substantiate this statement.

The CONTRACTOR further covenants and warrants that he has examined the site of the work; that he has had sufficient time to examine the site of the work to determine the character of the subsurface material and conditions to be encountered; and that he has based the contract prices on his own independent examination and investigation of the site, subsurface materials, and conditions, and has not relied on any subsurface information furnished to him by the Owner.

The CONTRACTOR agrees to do everything required to perform all work necessary for one service, or incidental to, and to perform all other obligations imposed by this Agreement for the full and just Lump sum of _____ dollars (_____), lawful money of the United States of America in strict accordance with the Contract Documents for Proposal 2023-04: L. Beard Miller Community Pool Painting Project as prepared by the Town of Williamsport.

Respectfully submitted by:

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Contractor Printed Name		Date	
<hr/>		<hr/>	
E-Mail Address		Title	
<hr/>		<hr/>	
Street Address	City	State	Zip
<hr/>		<hr/>	
License # (if applicable)		Phone Number	

SEAL IF A
CORPORATION

AUTHORIZED SIGNATURE: I, _____ do hereby
(Original signature required in each document)
declare that I have read and fully understand the RFP Documents and, including the General
Conditions and the Scope of Work, and that I am duly authorized to sign and submit this
Submittal.

The Town reserves the right to reject any and all Submittals, to waive informalities, and to accept
any Submittal or parts thereof as the Town, in its sole discretion, determines to be in the best
interest of the Town.

**PROPOSER: PLEASE ENSURE THAT YOU HAVE SIGNED THE RFP RESPONSE
FORM OF THIS REQUEST FOR PROPOSAL. OMISSION OF A SIGNATURE ON
THAT PAGE WILL RESULT IN REJECTION OF YOUR PROPOSAL.**

EXHIBIT A

