



## **REQUEST FOR PROPOSALS**

**For**

**Public Works Facility Fence**

May 6<sup>th</sup>, 2021

Issued By:

City of Fargo, North Dakota  
Public Works  
402 23<sup>rd</sup> Street N.  
Fargo, ND 58102



The City of Fargo Public Works is issuing a Request for  
**Public Works Facility Fence**

Contractor will deliver one (1) original proposal and two (2) copies to the following Address:

City of Fargo Auditors Office  
**Public Works Facility Fence RFP**  
City Hall  
225 4<sup>th</sup> Street N.  
Fargo, ND 58102

Office hours are 7:45 am to 4:30 pm, Monday through Friday, excluding holidays.

**Proposal Due Date and Time**

**2:00 p.m. Wednesday, May 26, 2021**

Proposals received after the above cited date and time will be considered late and are not acceptable.

- Please make sure the envelope or package is marked:  
**“Public Works Facility Fence RFP”**
- Please make sure to use the included Proposal Sheet
- Any questions regarding this RFP contact Paul Fiechtner at (701) 476-6606.

Thank you for your interest.

## SECTION I: GENERAL INFORMATION

### A. OBJECTIVE:

The City of Fargo Public Works Department is requesting proposals from qualified vendors to construct a fence at various locations within the Public Works Campus. The vendor will be responsible for demolition of the current fence, design of the new fence, and installation of the new fence. The fence will provide security and privacy along the roadway. Installation will be complete in 2021.

The vendor shall provide a fence that performs and functions as outlined in this RFP.

#### **Summary of Proposed Objectives:**

1. Removal of approximately 389 feet of existing fence and 1-30 foot double sliding gate.
2. Design and specifications of new fence.
3. Installation of approximately 631' of new fence, 2-30 foot double sliding gates, and 1-40 foot double swing gate.

### B. ISSUING OFFICE

This RFP is being issued by the City of Fargo, North Dakota, Public Works Department. All correspondence regarding this RFP must be addressed to:

Paul Fiechtner  
Services Manager  
Public Works  
402 23 St N  
Fargo, ND 58102  
(701) 476-6606  
[pfiechtner@fargond.gov](mailto:pfiechtner@fargond.gov)

### C. PROPOSALS

One original and two copies of the proposal must be submitted. The information included should be as concise as possible. The total submittal shall not be more than 50 pages, with material on two sides. All fee proposals must be submitted in a separate sealed envelope to be included with proposal packet by RFP due date. All envelopes for proposals and/or separate fee proposals must be clearly marked “**Public Works Facility Fence RFP**” in bold type.

**All proposals must be submitted to the City of Fargo Auditors Office, 225 4<sup>th</sup> Street North, Fargo, ND 58102 at or before 2:00 p.m., May 26, 2021.** Proposals received later than the time and date specified will not be considered.

**Electronic Submissions will be accepted and must be sent to JPagel@FargoND.gov.**

Office hours are 7:45 a.m. to 4:30 p.m. Monday through Friday, excluding holidays.

To be considered, each vendor must submit a response to this RFP using the information provided in Sections II and III. No other distribution of proposals is to be made by the submitter. An official authorized to bind the submitter to the proposal's provisions must sign the proposal in ink.

Each proposal must remain valid for at least sixty (60) days from the due date of proposals to this RFP.

The City of Fargo reserves the right to waive any irregularities in any proposal, to reject any or all proposals, and to accept a proposal in the best interest of the City.

#### **D. SELECTION CRITERIA**

Responses to this RFP will be evaluated using a point system as shown in Section III. A selection committee comprised of members from the City's Public Works Department will complete the evaluation.

#### **E. CHANGES IN RFP**

All corrections as well as any additional RFP provisions that the City may decide to include, will only be made as an official addendum, and will be sent to each vendor recorded as having received a copy of the RFP. Any addendum issued shall become part of the RFP and will be incorporated in the proposal.

#### **F. DISCLOSURES**

Under the Freedom of Information Act, the City is obligated to permit review of its files, if requested by others. All information in a submitter's proposal is subject to disclosure under this provision. This act also provides for a complete disclosure of contracts and attachments thereto.

#### **G. COST LIABILITY**

The City of Fargo assumes no responsibility or liability for costs incurred by the vendor prior to the execution of an agreement.

#### **H. SCHEDULE**

The project is to be completed in 2021.

## **SECTION II: SCOPE OF WORK**

### **A. BACKGROUND**

The City of Fargo Public Works Department would like to construct a fence at various locations within the Public Works Campus. The fence will provide security and privacy along the roadway and will be completed in 2021.

### **B. PROJECT SCOPE**

1. Removal of Existing Fence:
  - a. The existing fence for removal consists of approximately 389 feet of fence and 1-30 foot double sliding gate. See attached “Map A” for location of removals.
  - b. The existing fence will be removed from the property and disposed of properly. Posts and any underground concrete associated will also be removed.
  - c. The vendor will be responsible for all aspects of the demolition to include; obtain utility locates, removal and disposal of the material, restoration of the site, restoration of any damages performed.
2. Design of New Fence:
  - a. The vendor will create a design and specification that meet the needs of the City of Fargo. See attached “Map B” for new fence and gate locations.
  - b. The design will meet the minimum criteria listed in Section II, C. DESIGN.
3. Installation of New Fence:
  - a. The new fence will consist of approximately 631 feet of fence, 2-30 foot double sliding gates, and 1-40 foot double swing gate. See “Map B” for locations.
  - b. The vendor will be responsible for all aspects of the construction to include; obtain utility locates, manage impacts to pedestrian and vehicle traffic, secure the construction site as needed, and obtain any applicable permits and inspections.
  - c. Verify all measurements, specifications, and material needs prior to ordering material.

### **C. DESIGN**

The selected vendor will be responsible for design of a fence system that meets the needs and performance expectations of the City. The fence and gates will be of quality and workmanship in accordance with industry standards. It will provide privacy and security for the facility and be designed to withstand the weather conditions for the area.

Minimum design elements include:

- Chain link sections to be galvanized with minimum 9 gauge wire
- Bottom locking vinyl privacy slats (Brown)
- Posts made of WT40 galvanized pipe or comparable material
- Posts will be installed with concrete and at depth below frost line
- 8’ height and 6’ height sections (See Map)

Any deviation from the design minimums will be detailed in the proposal.

### **SECTION III: REQUIRED INFORMATION**

The City reserves the right to not consider any proposal which is determined to be unresponsive or deficient in any of the information requested for evaluation.

**A. PREVIOUS WORK EXPERIENCE – 35 points**

Include the contractor's qualifications, years in business, and experience in providing the level and type of service specified in the proposal. It will also list examples of similar projects completed by the vendor.

**B. PROPOSED WORK PLAN – 35 points**

A detailed work plan is to be presented which lists all tasks determined to be necessary to accomplish the work of the project. Include any specifications and anticipated schedule to completion of the project.

**C. FEE SCHEDULE – 30 points**

The proposal will include all fees required to complete the work as described in the RFP. Include "ATTACHMENT A" Fee Proposal Form. This total may be adjusted after negotiations with the City and prior to signing a formal contract, if justified.

**D. REVIEW**

The selection committee will evaluate each proposal by the above-described criteria and point system. After evaluation of the proposals, further negotiation with the selected vendor may be pursued. This may lead to the award of a contract by City Commission. The City may reject all proposals if they are determined to be unsuitable by the selection committee.

**ATTACHMENT A**

**CITY OF FARGO  
FEE PROPOSAL FORM  
Public Works Facility Fence Project**

Vendor proposes to furnish and install a fence system in accordance with this Request for Proposal:

\$ \_\_\_\_\_

**Option:** Additional fence may be installed upon request

Additional Fence (Cost per foot) \$ \_\_\_\_\_

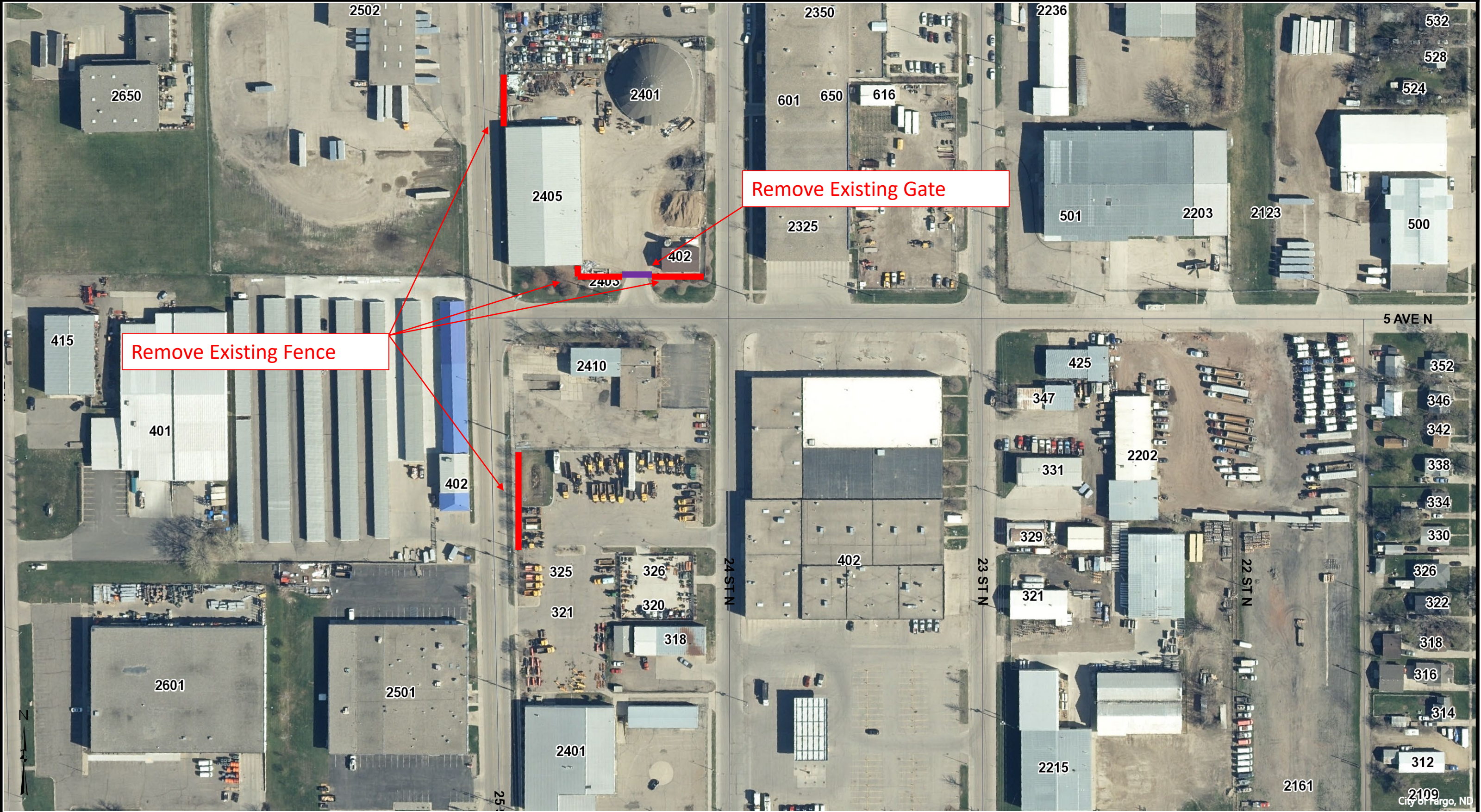
Additional Posts (Cost per post) \$ \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for

Map A - Existing



