

REQUEST FOR BID

For

Light Lantern Panels Install

SUBMITTAL DUE DATE:	Tuesday, May 2, 2023 10:00 A.M. Prevailing Central Time
SUBMITTAL LOCATION:	Great Rivers Greenway ATTN: Sarah Olmstead 3745 Foundry Way Suite 253 St. Louis, MO 63110

<u>Questions or information related to this request should be directed to:</u> Sarah Olmstead, Operations Supervisor <u>solmstead@grgstl.org</u>

BACKGROUND

Great Rivers Greenway District ("the District"), is a multi-jurisdictional political subdivision including the City of St. Louis, St. Louis County and St. Charles County. The primary purpose of the District is to improve the quality of life throughout the St. Louis region by developing a public system of interconnected greenways, trails, and parks.

Great Rivers Greenway is seeking bids for installation of large, extruded metal panels approximately 10 x 100 and repair surrounding concrete which was damaged by vehicle accidents.

Issue Date: [April 11th 2023]



SPECIFICATIONS

The metal panels will be provided by the District and ready to pick up off site . Location will be given when the panels are ready to be installed. Metal panel installation, there is (6) different location points on the structures and concrete repair will be included in this bid. In two locations, concrete will need to be repaired by cutting out the damaged sections, rebar is to be installed prior to framing and pouring concrete. The hardware to attach metal panels are not provided by the District. Drawings of the panels and hardware are in Exhibit A.

INSTRUCTIONS FOR SUBMITTING A BID

- i. The name and address of the vendor.
- ii. Pricing of install including hardware and concrete repair per specifications in Exhibit A.
- iii. Date of availability.

The vendor shall complete the attached Bid form (Form GRG 1). Blank forms shall not be accepted, and the bid will not be evaluated. Questions regarding the specifications or bid process should be submitted for review and response by The District as early as possible in the bidding process.

The Contract Award will be based on the lowest and best bid meeting specifications.

Questions regarding this bid are to be sent via email no later than April 18, 2023 at 5:00 p.m. prevailing central time to Sarah Olmstead, Operations Supervisor, solmstead@grgstl.org. Responses shall be issued no later than April 25, 2023 to all known plan holders who provided information when downloading the bid packet from the District website.

Pre-Bid Meeting: April 18, 2023, at Laclede's Landing Blvd and Lumiere PL Blvd. intersection at 1:00P.M.

Bid Submittal:

Bid due date is May 2, 2023, 10:00 A.M. prevailing central time. No late submittals will be accepted.

Deliver one (1) sealed hard copy submittal via mail to the address below. The District invites bids on the appropriate form attached hereto, all blanks of which must be filled. Bids will be received in the office of the District no later than the time and date indicated in the "Invitation to Bid." Any bid received after above-stated closing time



will not be accepted. It is the responsibility of the bidding party to ensure the bid has arrived at the District office by the deadline. Bids delivered in person or via mail must be submitted in a sealed opaque envelope. Bid envelope shall be marked in upper left-hand corner with the name of firm submitting the bid, and in lower left-hand corner envelope shall be marked "Light Lantern Panel Install."

Bids to be addressed to:

Sarah Olmstead, Operations Supervisor Great Rivers Greenway 3745 Foundry Way suite 253 St. Louis, MO 63110

All bids received on time by the District will be publicly opened from the Great Rivers Greenway Missouri room.

Bids shall be signed in ink. Prices must be expressed in words and figures. Any Bid which fails to name a price in both figures and writing may be deemed informal and may be rejected. In case of any discrepancy between the price written in the Bid and that given in figures, the lower price will be considered as the Bid.

Erasures or other changes in a Bid must be explained or noted over signature of Bidder. Bids containing any conditions, omissions, unexplained erasures or alterations, or irregularities of any kind may be rejected as incomplete. GRG reserves the right to reject any and all Bids submitted.

Delivery Bids to be delivered to Great Rivers Greenway 3745 Foundry Way Suite 253, St. Louis Mo 63110.

Bid results will be posted on the District website following bid opening. Bidders will be notified by email once a contractor is selected for the project.

MINORITY AND WOMEN BUSINESS ENTERPRISE POLICIES

It is the policy of the District that minority and women-owned businesses shall have the maximum opportunity to participate in the performances of contracts utilizing District funds. While not a requirement, the District has established Minority and Women Business Enterprise goals of 25/5% i.e. 25% of the total contract amount to be awarded to Minority Business Enterprises (MBE) and 5% of the total contract amount to be awarded to Women Business Enterprise (WBE). It is the prospective firm's responsibility to make a sufficient portion of the work available to sub-contractors to meet the goal, consistent with the availability and



capacities of MBE and WBE firms. MBE/WBE firms, if included in the submittal, either as General Contractor or Sub-Contractors, must be certified by one or more of the follow agencies on or before the date of the submission of qualifications:

- Missouri Division of Purchasing and Materials Management
- City of St. Louis: Disadvantage Business Enterprise Program
- St. Louis Minority Business Council

GENERAL PROVISIONS

Any contract awarded as a result of this Request for Bid will be awarded without discrimination on race, color, religion, age, sex, sexual orientation, or national origin.

The District reserves the right, at its sole discretion, to 1) reject any or all submittals when, in its opinion, it is determined to be in the public interest to do so, 2) waive minor informalities of a submittal, 3) cancel, revise, or extend this solicitation, 4) request additional information which the District deems necessary.

This Request for Bids does not obligate the District to pay any costs incurred by any respondent in the submission of a bid or in making necessary studies or design for the preparation thereof, or for procuring or contracting for the services to be furnished under this request for bids. The District will give preference to firms located in the District (St. Louis City, St. Louis County and/or St. Charles County) and secondly, in the State of Missouri, when other considerations are equal.

Prospective consultants shall assure the District that they will comply with The Americans with Disabilities Act of 1990 and Revised ADA Regulations Implementing Title II and Title III, which prohibit discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA (42 U.S.C. 12101 et seq.) and 2010 ADA standards for Accessible Design.

Any contract awarded pursuant to this Request for Bid shall require the consultant to execute and deliver to the District an affidavit confirming the consultant's enrollment in the E-Verify federal work authorization program with respect to its employees, in compliance with Section 285.530 R.S. Mo. as well as a copy of the consultant's E-Verify MOU. Consultants shall not be required to execute the affidavit and supply an E-Verify MOU copy if either (i) the compensation to be paid under the contract is \$5,000 or less, or (ii) the consultant does not have any employees (though an affidavit attesting that the consultant has no employees will still be required).



Any contracts awarded pursuant to this Request for Proposal will require the contracting company to execute and deliver to the District an affidavit certifying that the company and any company affiliated with it, does not boycott Israel, and will not boycott Israel during the term of the contract. This paragraph shall not apply if the compensation to be awarded under the contract is less than \$100,000 or if the company has less than 10 employees (though an affidavit attesting that the company has less than 10 employees will still be required). In this paragraph, the terms "company" and "boycott Israel" shall have the meanings described in Section 34.600 of the Missouri Revised Statutes.

The District intends to utilize the contract form attached hereto and incorporated as <u>Exhibit B.</u> Consultants should address any material variances from the contract form's terms in their proposal, including but not limited to any proposed variances to the insurance and indemnification provisions. Any contract(s) awarded under this RFP will require consultants to meet the insurance requirements stipulated by the contract.



Exhibit A

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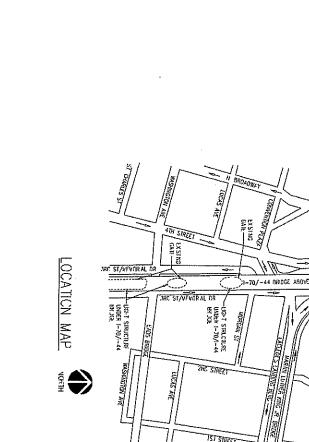
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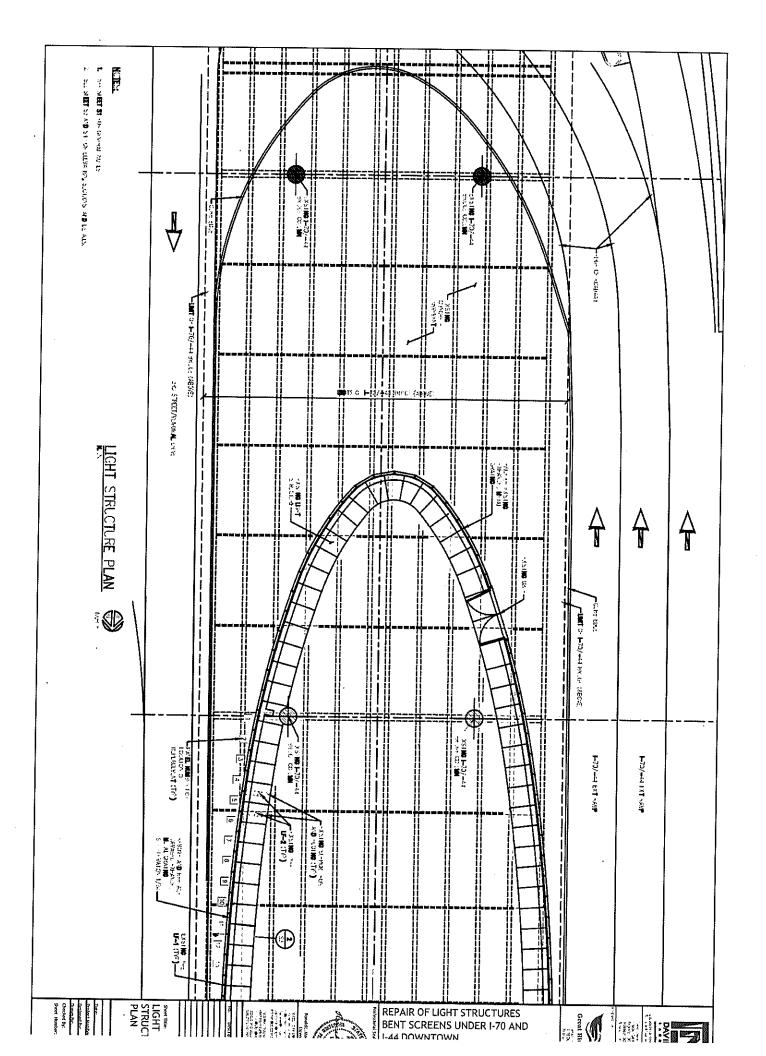
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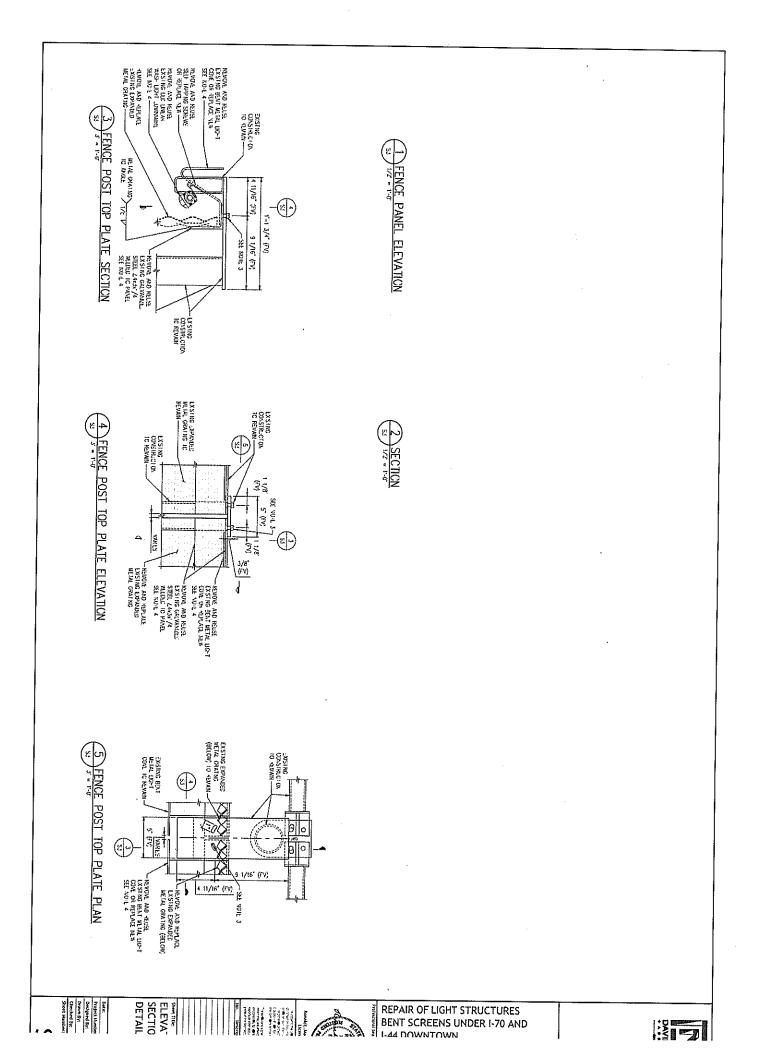
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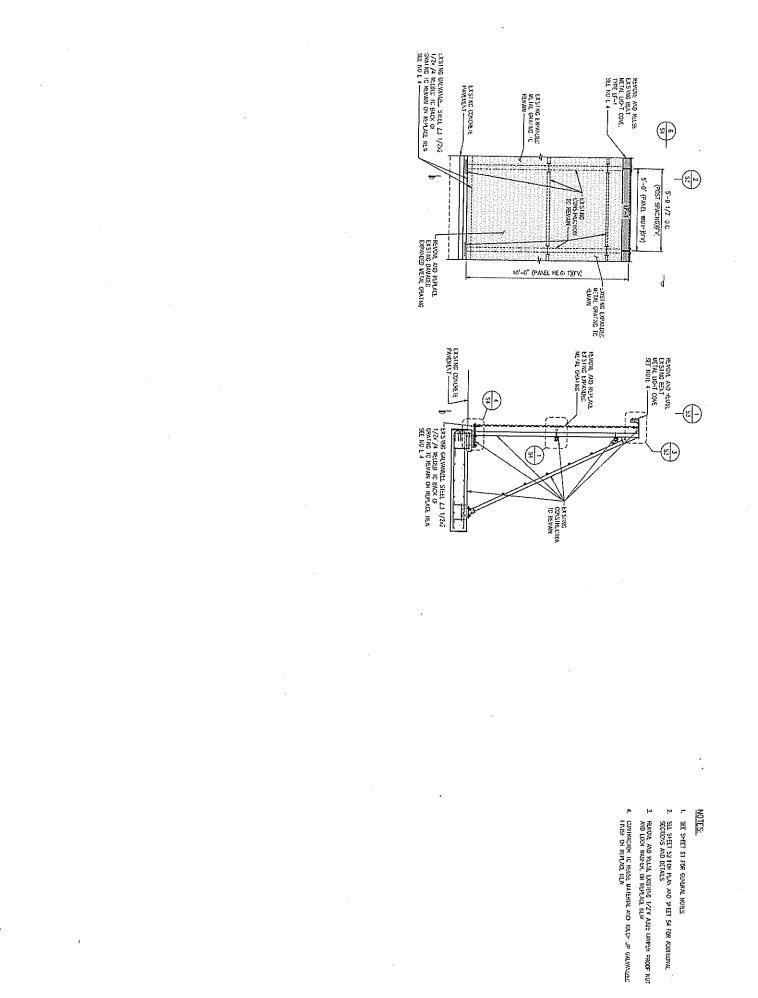
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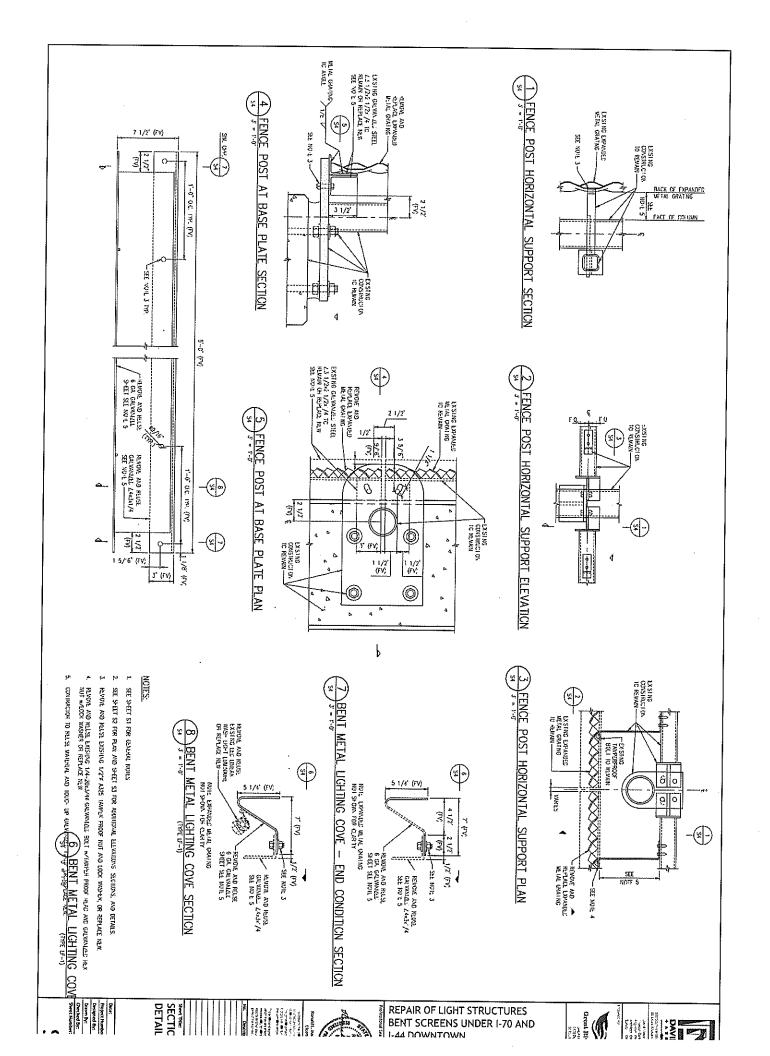




Exhibit B

PROFESSIONAL SERVICE AGREEMENT (Light Lantern Install)

THIS AGREEMENT ("AGREEMENT") is made and entered into this _____ day of ______, 20___ by and between the METROPOLITAN PARK AND RECREATION DISTRICT d/b/a THE GREAT RIVERS GREENWAY DISTRICT, a corporate and political subdivision of the State of Missouri (hereinafter the "DISTRICT") and ______ (hereinafter the "CONSULTANT").
1. <u>Scope of Work.</u> The CONSULTANT agrees to perform the professional services related to ______, as set forth in <u>Exhibit A</u> attached hereto and incorporated herein by reference ("SCOPE OF WORK"). In accordance with the other conditions included in this AGREEMENT, such

SCOPE OF WORK is sometimes collectively referred to herein as the

PROJECT.

2. <u>Compensation.</u> The DISTRICT shall pay to the CONSULTANT a total sum not to exceed ______ Dollars (\$_____), subject to annual appropriation by the DISTRICT's Board of Directors, for the SCOPE OF WORK. The payment of this sum shall be made (i) in accordance with a written invoice submitted by the CONSULTANT, under an accompanying standard GRG Consultant Services Invoice Coversheet, detailing the work to be performed, the person or persons performing the work, the detailed fees and costs therefor and the percentage of the SCOPE OF WORK that has been completed at the time of invoicing, and (ii) otherwise consistent with the payment terms set forth in Exhibit A. Notwithstanding anything to the contrary herein, CONSULTANT shall submit an invoice to DISTRICT once per month in order to ensure timely and accurate

bookkeeping and accounting by **DISTRICT**. In no event shall **CONSULTANT'S** total compensation for the **SCOPE OF WORK** exceed \$_____.

- 3. <u>Consultant's Period of Service.</u> The CONSULTANT'S services shall be performed expeditiously and consistent with the CONSULTANT'S professional skill and judgment, and in conformance with the time for performance set forth in the SCOPE OF WORK. For the sake of clarity and to avoid confusion, it is anticipated the CONSULTANT'S services shall begin on the date of this AGREEMENT and shall be completed by ______. Notwithstanding the foregoing, the DISTRICT shall have the right to delay the start of or suspend the CONSULTANT'S performance under this AGREEMENT on a temporary basis and for any period of time upon providing notice to the CONSULTANT of such delay or suspension and the reason therefor.
- <u>Deliverables.</u> The DELIVERABLES (as hereinafter defined) to be produced by CONSULTANT are set forth and described in Section 5 of this AGREEMENT and the SCOPE OF WORK.
- 5. <u>Ownership of Deliverables.</u> All plans, drawings, schedules, reports, summaries and other documents, including those prepared in electronic form, prepared in accordance with the SCOPE OF WORK and related to the PROJECT (the "DELIVERABLES") shall be and become the property of DISTRICT, and may thereafter be utilized by CONSULTANT only upon written permission of DISTRICT. Such written permission shall not be unreasonably withheld. Any reuse, changes, or modifications of the DELIVERABLES beyond that intended for this PROJECT without the express written consent of

CONSULTANT will be at **DISTRICT'S** risk and without liability of **CONSULTANT**. None of the **DELIVERABLES**, handouts, or other documents or materials produced in whole or in part under this **AGREEMENT** shall be the subject of an application for copyright on behalf of **CONSULTANT** or any representatives, consultants, subcontractors, employees, or agents of **CONSULTANT**.

- 6. <u>District's Representative.</u> DISTRICT hereby designates _______ as DISTRICT'S representative to act on DISTRICT'S behalf with respect to the PROJECT ("DISTRICT'S REPRESENTATIVE"). DISTRICT or DISTRICT'S REPRESENTATIVE shall render decisions promptly to avoid unreasonable delay in the progress of CONSULTANT'S performance of the SCOPE OF WORK.
- 7. Consultant's Representative. CONSULTANT hereby designates

______as CONSULTANT'S representative to act on CONSULTANT'S behalf with respect to the PROJECT ("CONSULTANT'S REPRESENTATIVE"). CONSULTANT'S REPRESENTATIVE shall not be changed without DISTRICT'S written consent, except in the event that CONSULTANT'S REPRESENTATIVE is no longer employed by CONSULTANT.

8. <u>Standard of Care/Relationship of Parties.</u> No agency or employment agreement is created by this AGREEMENT. CONSULTANT shall be deemed an independent contractor for purposes of this AGREEMENT. Except as specifically authorized in writing, CONSULTANT is not authorized to bind DISTRICT to any contractual obligations. In addition to its obligations to perform the duties specified in this AGREEMENT, CONSULTANT shall perform its

services hereunder with such professional skill and care ordinarily provided by such consultants practicing the same profession or trade in the St. Louis Metropolitan Area.

- <u>Confidentiality.</u> During the course of performing under this AGREEMENT,
 <u>CONSULTANT</u> may become privy to information identified by **DISTRICT** as confidential, or which is otherwise considered by its nature to be confidential.
 <u>CONSULTANT</u> represents and warrants that it will take all steps necessary to protect such confidential information consistent with its duties hereunder.
- 10. <u>Publicity.</u> Unless directed otherwise by the **DISTRICT**, **CONSULTANT** shall include in all publicity generated by it concerning the **PROJECT**, and which is the subject of this **AGREEMENT**, that the **PROJECT** is "funded, in part, by the Great Rivers Greenway District."
- 11. <u>Compliance with ADA and Other Applicable Law.</u> CONSULTANT shall perform all tasks in compliance with all applicable laws, rules, regulations, ordinances, and standards, including, but not limited to, the Americans with Disabilities Act, as Amended, 42 U.S.C. § 12101 et seq., 47 U.S.C.§§225.611 and including all standards set forth in the regulations promulgated by the United States Department of Justice (2010 ADA Standards and the 2009 Draft Final Accessibility Guidelines for Outdoor Developed Areas) and Missouri's accessibility standards set out in the Missouri Revised Statutes at §8.610 et seq., as well as any modifications, amendments or update to any of these standards in effect during the term of this AGREEMENT. Any deviation from the requirements of this Section 11 must be approved in writing by DISTRICT.

12. Indemnity/Hold Harmless. CONSULTANT agrees to indemnify and hold harmless **DISTRICT**, its elected and appointed officials, officers, representatives, agents and all employees from and against any and all claims, demands, actions, damages, liability and expense, including reasonable attorneys' and other professional fees, and the expenses of such parties ("Claims"), in connection with loss of life and bodily injury and/or damage of property arising from the **SCOPE OF WORK** or **CONSULTANT'S** work and operation under this **AGREEMENT**, but only to the extent caused by the negligent acts or omissions, in whole or part, of **CONSULTANT**, its officers, agents, employees, representatives, members, consultants, and/or subconsultants. In addition to the foregoing, **CONSULTANT** shall require that any representative, agent, consultant, or subconsultant with which it enters into any agreements or contracts to perform any work related to this AGREEMENT agree to hold harmless CONSULTANT and DISTRICT for any loss or damage caused in whole or in part by the negligent acts or omissions of said representative, agent, consultant, or subconsultant.

CONSULTANT shall defend **DISTRICT**, its elected and appointed officials, officers, representatives, agents and all employees, from and against any and all Claims (excluding only Claims arising out of **CONSULTANT'S** professional negligence, errors and omissions), arising in whole or in part out of, in connection with, resulting from, or incidental to **CONSULTANT'S** operation under this **AGREEMENT**.

13. <u>Insurance</u>. CONSULTANT shall maintain comprehensive general liability insurance, automobile liability insurance, and property liability insurance with liability

limits of not less than \$2,000,000.00 for injury to or death of one or more persons in any one occurrence and \$2,000,000.00 for damage or destruction to property in any one occurrence prior to executing this **AGREEMENT**. **DISTRICT** shall be named as an additional insured on **CONSULTANT'S** comprehensive general liability insurance, automobile liability insurance, and property liability insurance policies. Such insurance shall not be cancelled without prior notification to the **DISTRICT**. **CONSULTANT** shall also maintain Professional Liability Errors and Omissions insurance coverage for five (5) years beyond the termination date of this **AGREEMENT** for the Professional Services performed pursuant to this **AGREEMENT** in a policy limit not less than \$2,000,000.00 for each claim and aggregate, and shall provide **DISTRICT** with a copy of the insurance endorsements and a certificate of insurance as well as a copy of the policy, when requested. **CONSULTANT'S** duty and obligation to maintain Professional Liability insurance policy to **DISTRICT** shall survive termination of this **AGREEMENT**.

If required by applicable law, **CONSULTANT** shall also maintain Worker's Compensation Insurance protecting **CONSULTANT** against all claims under applicable state Workers' Compensation laws in the following limit: Statutory Limit. **CONSULTANT'S** Worker's Compensation insurance policy shall also protect **CONSULTANT** against claims for injury, disease or death of employees for which, for any reason, may not fall within the provisions of a Workers' Compensation law under an Employers Liability policy with the following limits:

Bodily Injury by Accident	\$ Statutory Limit each accident
Bodily Injury by Disease	\$ Statutory Limit policy limit

Bodily Injury by Disease \$ Statutory Limit each employee An umbrella or excess liability policy may be used to attain the shown Workers' Compensation and Employers' Liability limits.

CONSULTANT shall ensure that any of its agents, representatives, consultants, or subcontractors procured or used in connection with the **PROJECT** and this **AGREEMENT** also maintains insurance policies consistent with the requirements set forth in this Section 13.

14. **<u>Termination</u>**. This **AGREEMENT** may be terminated as follows:

- a. For failure to perform or for other breach of the terms of this
 AGREEMENT, DISTRICT may terminate by giving
 written notice to CONSULTANT, seven (7) days prior the
 date of termination or,
- b. Without cause, either party may terminate by giving written notice to the other thirty (30) days prior to the date of termination.

DISTRICT will pay **CONSULTANT** for all services and reasonable costs incurred prior to the date of termination; subject, however, to **CONSULTANT** delivering an invoice and supporting documentation in accordance with the terms set forth in Section 2 of this **AGREEMENT**. In the event this Agreement is terminated due to a breach by **CONSULTANT**, **DISTRICT** shall have all remedies available to it at law or in equity.

15. <u>Notice.</u> All notices required or permitted under this **AGREEMENT** shall be deemed served when received by email or personal delivery, by nationally

recognized overnight carrier or certified mail, return receipt requested, postage

prepaid at the following addresses:

DISTRICT

CONSULTANT

Great Rivers Greenway District	
3745 Foundry Way, Suite 253	
St. Louis, MO 63110	
Attn: Chief Executive Officer	

16. <u>Waiver.</u> The failure of one party to require performance of any provision of this AGREEMENT shall not affect that party's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this AGREEMENT constitute a waiver of any subsequent breach or default or a waiver of the provision itself.

17. Controlling Law/Venue. This AGREEMENT shall be interpreted in

accordance with the laws of the State of Missouri. Any legal proceedings brought hereunder shall be brought in the Circuit Court of St. Louis City, Missouri or in the event of Federal jurisdiction, in the United States District Court, Eastern District of Missouri.

- 18. <u>Attorney Fees and Costs.</u> In the event that **DISTRICT** shall institute litigation or be named as a party to any litigation to enforce or interpret the provisions of this **AGREEMENT**, and **DISTRICT** shall be successful in whole or part in the prosecution or defense of such litigation, **CONSULTANT** shall pay all costs, expenses and reasonable fees incurred or paid by the **DISTRICT** in connection with such litigation.
- 19. <u>E-Verify Affidavit</u>. Concurrently with execution of this AGREEMENT, CONSULTANT shall execute and deliver to DISTRICT the affidavit attached

hereto as Exhibit B confirming CONSULTANT'S enrollment in a federal work authorization program with respect to its employees, in compliance with Section 285.530 R.S.Mo. CONSULTANT shall not be required to execute such affidavit if either (i) the compensation to be paid to CONSULTANT under this AGREEMENT is \$5,000 or less, or (ii) CONSULTANT does not have any employees. In the event CONSULTANT is not required to execute the affidavit attached hereto as Exhibit B because CONSULTANT has no employees, CONSULTANT shall instead execute and deliver to DISTRICT concurrently with execution of this AGREEMENT an affidavit attesting that CONSULTANT has no employees.

20. <u>Anti-Discrimination Against Israel Act</u>. Concurrently with execution of this AGREEMENT, CONSULTANT shall execute and deliver to DISTRICT the affidavit attached hereto as <u>Exhibit C</u> confirming that CONSULTANT is not currently engaged in and shall not, during the duration of this AGREEMENT, engage in a boycott of goods or services from the State of Israel, in compliance with Section 34.600 R.S.Mo. CONSULTANT shall not be required to execute such affidavit if either (i) the compensation to be paid to CONSULTANT under this AGREEMENT is less than \$100,000, or (ii) CONSULTANT has less than ten (10) employees. In the event CONSULTANT is not required to execute the affidavit attached hereto as <u>Exhibit C</u> because CONSULTANT has less than ten (10) employees, CONSULTANT shall instead execute and deliver to DISTRICT concurrently with execution of this AGREEMENT an affidavit attesting that CONSULTANT has less than ten (10) employees.

- 21. <u>Warranties and Representations of Consultant.</u> CONSULTANT hereby represents, warrants, and covenants to DISTRICT that: (1) it has the lawful power and authority to enter into this AGREEMENT; (2) acting through its duly authorized officers or representative it has duly authorized the execution of this AGREEMENT; and (3) neither the execution nor the fulfillment of or compliance with the terms hereof, conflicts with or results in a breach of the terms, conditions or provisions of any restriction, agreement, or instrument to which CONSULTANT is now a party or by which it is bound.
- 22. <u>Conflict.</u> In the event of any conflict or inconsistency between the provisions of the body of this **AGREEMENT** and the exhibits attached hereto, the provisions of the body of this **AGREEMENT** shall control and govern.
- 23. Integration. This AGREEMENT represents the entire integrated agreement between the DISTRICT and the CONSULTANT, and supersedes all prior negotiations, representations or agreements, either written or oral.
- 24. <u>Amendment.</u> This AGREEMENT may be amended only by written instrument signed by both the **DISTRICT** and the **CONSULTANT**.

[Signature Page to Follow]

WHEREFORE, the parties have set their hands the day and date first above written.

DISTRICT	CONSULTANT
Metropolitan Park and Recreation District d/b/a The Great Rivers Greenway District By: Susan Trautman, CEO	By: Name: Title:

Approved as to form:	
Husch Blackwell LLP	

EXHIBIT A

[SCOPE OF WORK]



GRG FORM 1

To: The Great Rivers Greenway District			
I,Print Na	, r me	epresenting	
Company Name		Phone Number	
Address	City	State	ZIP
Submits the following bid for thi	s project with exc	eptions as noted:	
Light Lantern panel install.			
Bid Price (including delivery cha	rges) \$		-
		dolla	rs
Availability Date :			
Signed, _			_

Print name



Exception Sheet

If the item(s) and/or services proposed in the response to this bid is in any way different from that contained in this proposal or bid, the bidder is responsible to clearly identify all such differences in the space provided below. Otherwise, it will be assumed that the bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions or differences to the stated specifications (attach additional sheets as needed):

Date:	
Signature:	
Title:	
Company:	