

**Board of Public Utilities
of the
City of Springfield, Missouri**

JAMES RIVER POWER STATION INTAKE ROOF REPLACEMENT

RFP 44266

I. INVITATION TO BID

The Board of Public Utilities of the City of Springfield, Missouri, (City Utilities) invites you to submit a proposal for the work described below. Contract Documents are available online as instructed in *Section B* of this document. Questions should be directed to:

Carol Crawford		Purchasing Department
Supervisor - Purchasing		City Utilities of Springfield, Missouri
[P] (417) 831-8333	- OR -	[P] (417) 831-8363
[F] (417) 831-8377		[F] (417) 831-8377
[E] carol.crawford@cityutilities.net		[E] purchasing@cityutilities.net

A. RFP REGISTRATION

City Utilities requests that firms interested in this RFP contact the Buyer listed in the previous section and register as a bidder. City Utilities will keep contact information in a log and notify those that have registered when addenda are issued. Bidders are advised that addenda containing additional information and instruction pertaining to this RFP may be issued at any time. It is the bidder's responsibility to verify, prior to the stated proposal opening date/time, as to whether addenda have been issued.

B. SUPPLEMENTAL PROCUREMENT DOCUMENTS

Procurement Documents for **RFP 000044266**, complete with detailed specifications, drawings and bid form, can be viewed and downloaded by navigating to the following Website and searching by bidding event number or name:

cityutilities.net/bids

or go to

www.cityutilities.net and follow these links:

- Vendors (top of page)
- Bidding Opportunities
- Current Bidding Events & Awards Results
- All CU Bidding Opportunities
- **000044266**

You will have access to open, print and/or save pdf file(s).

C. SUMMARY SCOPE OF WORK

The Work consists of removing the existing metal roof/insulation on the JRPS Intake building and reinstalling a new metal deck, insulation and EPDM roof membrane. Also, included in the work is the removal/replacement of 5 existing equipment access curbs/caps; removal of exhaust units; replacing 2 existing exhaust vent curbs/exhaust units and new roof access hatch; replacement of existing downspouts and guttering.

D. PRE-PROPOSAL CONFERENCE

A pre-proposal conference will be held at **2:00 PM (CST) on September 16, 2015, at 301 E Central Training Center.**

Participation in this Pre-Proposal Conference is not mandatory, but it is highly recommended.

E. PROPOSAL OPENING

All proposals, whether mailed or hand delivered, must be in the hands of the Purchasing Agent of City Utilities at the address provided in RFP Section II-F (*Marking and Mailing Proposals*) by the Proposal Opening date and time, which is **September 30, 2015, at 2:00 PM (CST)**. Any proposal received after such date and time will be rejected.

Proposals will not be publicly opened or read since the selection process will be determined based upon competitive negotiated procurement procedures for proposals as described in this RFP.

All proposals shall be irrevocable for ninety (90) days after the time for opening of proposals.

*** END OF SECTION ***