**NOTICE OF REQUEST FOR PROPOSALS**

NOTICE IS HEREBY GIVEN: the City of White Sulphur Springs is accepting sealed bids from qualified firms to perform fence repairs around the Tennis Court at McStravick Park, located at the SE corner of Jefferson and 4th Ave SE, in White Sulphur Springs, MT.

The mailing address is: City Clerk, PO Box 442, White Sulphur Springs, MT, 59645. The physical address is: 105 West Hampton, White Sulphur Springs, MT. **Do Not** mail bids to the physical address. **Bids must be received before the stated time below.**Original copies must be submitted - **no faxed or electronic bids will be accepted**. Bids will be opened and read following the close of bids.

The work generally includes, but is not limited to:

* Repair of existing chain link fence including assessing, repairing and/or replacing any damaged supports or bracing, and reinstalling fence materials that has been rolled back in preparation for court surface work.
* Installation of a closable double gate as specified by Park Plan, located east of the North-west corner of the Tennis court. Gate should be two gate panels 3 feet wide by 7 feet tall each or equivocal size.

Contractor to provide all labor and all other materials necessary to complete the work. Specifics may be obtained by contacting Jen Frazer – Parks Advisory Chairman @ (203) 695-1207 or Mayor Rick Nelson at (406) 547-3911.

Bids must include:

1. The firm's legal name, address, and telephone number;

2. The principal(s) of the firm and their experience and qualifications;

3. The proposed timeframe for the work to be performed;

4. A breakdown of the costs associated with the project, including material costs; and any alternatives proposed and an itemization of the alternatives, if any, for the project; and;

5. Past work performed for the City of White Sulphur Springs, if any, including dates.

CONTRACTOR and any of the CONTRACTOR’S subcontractors bidding or doing work on this project will be required to be registered with the Montana Department of Labor and Industry (DLI). Forms for registration are available from the DLI, PO Box 8011, 1805 Prospect, Helena, Montana 59604-8011. Information on registration can be obtained by calling (406) 444-7734. CONTRACTOR is not required to have registered with the DLI prior to bidding on this project, but must have registered prior to execution of the Construction Agreement. All laborers and mechanics employed by CONTRACTOR or subcontractors in performance of the construction work shall be paid wages at rates as may be required by the laws of Meagher County and the state of Montana. Discrimination in the performance of any contract awarded under this invitation on the basis of race, color, religion, creed, sex, age, veteran/military status, marital status, national origin, or actual or perceived sexual orientation, gender identity or disability is prohibited. This prohibition shall apply to the hiring and treatment of the awarded entity’s employees and to all subcontracts. Every entity submitting under this invitation must sign and return an affirmation to this effect to be considered.

No bid may be withdrawn after the scheduled time for the public opening of bids as originally published.

Bids will be accepted through February 15, 2022 and will be opened and read aloud on March 7, 2022 at or about 7:00 p.m. in the City Offices, located at 105 West Hampton, White Sulphur Springs, MT 59645. Following the opening and reading, all bids will be verified if a representative is not present at the bid opening.

All bids shall remain effective for a period of sixty (60) days from the date of opening. The City of White Sulphur Springs reserves the right to reject any or all proposals received, to waive informalities to postpone the award of the contract for a period not to exceed sixty (60) days, and to accept the lowest responsive and responsible bid which is in the best interest of the City of White Sulphur Springs. Failure to comply with the formatting or other requirements outlined in this Notice may be cause for the City to deem the submittal non-responsive.

DATED this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2022.

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Michelle Stidham, City Clerk