



REQUEST FOR PROPOSALS
FOR GC-2305
**Furnish and Install
Synthetic Turf
for
Multipurpose Turf Field**

GARRETT COLLEGE will receive sealed PROPOSALS for the Purchase and Installation of SYNTHETIC TURF for a Multipurpose Turf Field. All associated proposal documents, including a detailed scope of work, proposal submission instructions, schedule, and information on a pre-proposal meeting are available at www.garrettcollege.edu/purchasing or by emailing Ms. Chris Jones at chris.jones@garrettcollege.edu. Firms may be selected for an interview as part of the selection process. See proposal documents for details.

A companion project to prep the fields will be bid separately.

Proposals must be received by 2:00 PM local time on September 28, 2022. Proposals must be in a sealed envelope, clearly marked "GC-2305 SYNTHETIC TURF – Attn: Chris Jones". Unsealed proposals or proposals delivered via fax or email will not be accepted. Two (2) paper copies of the response to the Request for Proposals signed by an officer of the proposing company is required plus an electronic copy.

Proposals will be received until 2:00 PM on September 28, 2022 at the Garrett College Facilities Office. Bidders can also mail proposals to the following address, but proposals must be received prior to 2:00 PM on September 28, 2022:

Garrett College
687 Mosser Road
McHenry, MD
GC-2305 Synthetic Turf
Attn: Ms. Chris Jones

This is an RFP; therefore, there will be no public reading of the proposals or prices.

A Pre-Proposal Meeting will be held at Garrett College, GIEC Building - Room 102 on September 20, 2022 at 11:00 AM.



REQUEST FOR PROPOSALS

Scope of Work / Background

Provide all equipment, materials and services to furnish and install the synthetic turf at the Multipurpose Turf Field which shall be installed on a prepared base by separate contract. The work and product shall provide a finished surface for athletic sporting events.

RFP Requirements, Specifications and Drawings

The RFP document including the RFP requirements, specifications, drawings, and other related information, can be accessed at www.garrettcollege.edu/purchasing - Contact No. GC2305.

Evaluation and Selection

Evaluation

The proposals will be evaluated based on weighted selection criteria. Each proposal will be assigned a point value as listed below.

1	Firm Qualifications	10
2	Technical Proposal	10
3	Proposal Price	10
4	Installation/Completion Date	10
	TOTAL	50

Selection

The contractor that is judged to be the best qualified to render an outstanding product and value will be selected. It is the College's intent to award the contract to the firm which is the most responsive and reliable firm to provide the product. The College reserves the right to request additional information and to make any additional investigations to make a determination relating to the qualifications of an applicant.

Throughout the selection, safeguards will be in place to ensure impartiality and objectivity. To protect the integrity of the process, deliberations will be confidential, although the selection results are a matter of public record. Garrett College will not discriminate against any firm or individual on the grounds of race, creed, sex, age, handicap, or national origin in the contract award. The College reserves the right to waive minor irregularities and omissions in the information contained in a submission.

Pre-Proposal Meeting, Questions and Additional Information

A pre-proposal meeting will be held at Garrett College GIEC Building - Room 102 on September 20, 2022 at 11:00 AM.

Questions pertaining to the Request for Proposals and/or Project Scope should be sent to Chris Jones chris.jones@garrettcollege.edu by 2:00 PM September 22, 2022. Additional information in response to questions received by the deadline will be posted to the College's purchasing website at least 48 hours prior to the application due date. It is the contractor's responsibility to visit the Garrett College website for updates.

Proposal Format

The proposal should be comprised of completed specifications for items 1-3 below, plus the supporting documentation for items 4-8 below. Submit two (2) paper copies with one (1) electronic copy on a flash drive in .pdf format

1. Bid / Proposal Affidavit

Refer to Section 00 21 00

2. Price Proposal with Conflict of Interest Statement and Acknowledgement of Addenda

Refer to Section 00 20 00

3. Acknowledgment of Documents

Refer to Section 00 24 00

4. Firm Qualifications / References

Please provide a summary of your experience in this area and if you will be sub-contracting the work or handling the work internally.

Please provide the name and contract information for three facilities where your firm has provided similar equipment / performed similar installations. Include general design information so that similarity can be determined.

5. Technical Proposal

Please provide a detailed plan, description, and product data for carpet material. Please provide drawings and product specifications, as necessary.

6. Bid Guarantee

The bidder shall provide bid security made payable to the owner in the form of a cashier's check, bank money order, or bid bond in an amount equal to five percent of the Base Bid amount.

The Bidder agrees to execute a contract for this Work in the bid amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids. The bidder agrees that failure to do so, will result in forfeiture of the security to the Owner.

7. Licensure

Contractors shall be registered, licensed, and qualified for the type of work proposed, as necessary, in Garrett County and in the State of Maryland.

Provide copies of applicable Licensure and Certifications, including license numbers, classifications, and expiration dates of Maryland contractor licenses and certifications.

8. Insurance

The Contractor shall maintain in force at all times during the term of the contract, insurance that will indemnify and hold harmless the College.

Provide insurance certification in accordance with Section 00 35 00, Article 3.7.

Terms and Conditions

1. Garrett College Terms and Conditions

Refer to Section 00 10 50.