

# Request For Proposals (RFP)

POSTED DATE: June 23, 2022

DEADLINE: June 30, 2022 1:00 pm



## Electrical Work to Support Data Power to Digital Sign

### Project Introduction

Barton County is seeking an experienced and qualified electrical firm, licensed in the State of Kansas, to perform electrical work, for the Barton County Health Department, 1300 Kansas, Great Bend, Kansas.

The County's purpose for this Request for Proposal (RFP) is to gather proposals for the labor and materials to install 2 new conduits from the sign to the building, to run conduit to the breaker panel for control power, to remove the existing Federal Pacific breaker panel and to install a new breaker panel with more space to accommodate the new digital signage.

### Project Requirements

Please provide the following:

- Name, address, phone number, and email of the firm office which would be providing the service to Barton County as well as the location of the firm's home office if other than the above
- Number of years in business
- Former names (if any)
- Insurance coverage

Examples of supporting materials that should be included with the proposal include:

- Graphs, charts, photos, resumes, plans, reports, or similar documentation
- Project examples and materials that illustrate innovative solutions
- Narrative explaining potential Barton County challenges
- Experience with local agency projects
- Warranty and service information

### Project Funding Source

This expenditure could be supported, in whole or in part, by the Coronavirus State and Local Fiscal Recovery Funds, awarded to Barton County by the U.S. Department of Treasury.

### Project Timeline

The awarded Vendor must implement the project by December 31, 2022.

## Additional Evaluation Criteria

The Barton County Commission shall evaluate the proposals based on the criteria and weight as set forth below. If necessary, based on evaluations, a select number of firms may be invited to respond to a detailed request for an oral presentation.

<b>Proposal Content and Evaluation Criteria</b>	<b>Maximum Score</b>
Introductory Letter	Pass/Fail
Information about your company and firm qualifications	20
Project Team	35
Project Experience/References	25
Supporting information including key personnel resumes	20
<b>Total Possible Points</b>	<b>100</b>

### **Additional Evaluation Criteria**

The firms will be evaluated upon the following general criteria:

- Experience and expertise of project team members both individually and as a group
- History of previous experience with similar projects
- Results of reference checks
- Consultant's record for completing a task on time, within budget, estimating construction costs, and designing to a budgeted capital cost
- Any special capabilities the team may bring to the project

## Project Inquiries

Questions concerning the Request for Proposal must be submitted in writing via email or letter to:

Karen Winkelman  
Public Health Director/Local Health Officer  
Barton County Health Department  
Great Bend, LS 67530  
(620) 793-1902  
kwinkelman@bartoncounty.org

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## Submission Procedure

1. *Vendors may receive electronic notifications and submit proposals electronically through Vendor Registry, a link found under the Procurement tab at [www.bartoncounty.org](http://www.bartoncounty.org).*

*OR*

2. *Proposals may also be submitted via mail or courier to Barton County Clerk, 1400 Main Street, Room 202, Great Bend, KS 67530.*

*Barton County will not consider any proposal not prepared and not submitted in accordance with the provisions hereof and may waive any informalities or reject any and all proposals. Any proposals may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any proposal received after the time and date specified shall not be considered. Proposals submitted after the closing date and time will be returned unopened. Proposals may not be withdrawn within sixty (60) days after the actual date of the opening thereof.*

## Awarding Bids/Proposals/Contracts

*Barton County reserves the right to reject any and all bids/proposals/contracts and award in the County's best interests. Barton County will award bids/proposals/contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. In addition, consideration will be given to such matters as contractor integrity, compliance with public policy, a record of past performance, and financial and technical resources.*

*Barton County cannot enter into contracts with entities that have been suspended or debarred from participating in contracts supported with federal funds. For contracts over \$25,000 supported with federal funds, Barton County will verify that a contractor is not excluded or disqualified by either:*

- *Checking SAM ([www.sam.gov](http://www.sam.gov));*
- *Collecting a certification from that contractor; or*
- *Adding a clause or condition to the cover transaction with that contractor.*

## False or Misleading Statements

*In the opinion of Barton County, if your proposal contains false or misleading statements or references which do not support the function, attribute, capability, or condition of your company and the products and services outlined in your proposal, your proposal will be rejected.*

## Conflicts of Interest

*Vendors must list any current or potential clients or projects which may be (or cause) a conflict of interest in working for Barton County and describe the possible extent of the conflict.*

## Modification of Bids/Proposals/Contracts

*Modifications to bids/proposals/contracts already submitted will be allowed if submitted in writing before the deadline. Modifications shall be submitted and shall not reveal the total amount of either the original or revised proposal.*