

**REQUEST FOR PROPOSALS FOR CONSTRUCTION SERVICES**  
**City of Marfa Parks and Recreation Development Corporation**  
**Marfa, Texas**

**ISSUE DATE:** 22 September 2022

**DUE DATE:** 20 October 2022

**TITLE:** Travis Self Park Playground Shade Structure Project

**ISSUER:** City of Marfa Parks and Recreation Development Corporation  
113 S. Highland Avenue  
Marfa, Texas 79843

**LOCATION OF WORK:** Travis Self Park  
E. Oak Street between N. Russell Street and N. Nevill Street  
Marfa, Texas 79843

**PERIOD OF CONTRACT:** October 2022 through Project Completion

Please submit proposals in electronic form by noon CST on 20 October 2022 to Board President, Trey Gerfers at: [trey@stereoluz.net](mailto:trey@stereoluz.net).

City of Marfa Parks and Recreation Development Corporation is not responsible for any expenses related to the preparation or presentation of responses to this RFP.

**SUBMIT PROPOSALS AND INQUIRIES TO:**  
Board President, Trey Gerfers at: [trey@stereoluz.net](mailto:trey@stereoluz.net)

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**I. PURPOSE**

This RFP is intended to solicit proposals for the purpose of entering into a contract through competitive negotiations for the professional services of a construction service provider.

The selected service provider will contract directly with the City of Marfa Parks and Recreation Development Corporation.

The City of Marfa Parks and Recreation Development Corporation reserves the right to reject any or all proposals for just cause and to waive any informalities in the submission process if it is deemed to be in the best interest of the project, the Project Development Team, and/or any other entity involved in the Travis Self Park Playground Shade Structure Project.

**II. BACKGROUND**

The Board of the City of Marfa Parks and Recreation Development Corporation began exploring options for improvements to the playground at Travis Self Park about a year ago. After a series of meetings, the Board decided to purchase an off-the-shelf shade structure manufactured by Superior Recreational Products to be erected by a construction service provider using the engineering drawings provided by the manufacturer.

**III. SCOPE OF WORK**

This RFP seeks construction services for the erection of a shade structure over the playground at Travis Self Park using the engineering drawings provided by the manufacturer.

Respondents may meet with the Board President and any other Board Members who wish to attend for a mandatory site visit at Travis Self Park before submitting their proposals. The site visit can be arranged at the respondents' convenience by contacting Board President Trey Gerfers at [trey@stereoluz.net](mailto:trey@stereoluz.net).

This RFP will employ a transparent, competitive public bid process, with the intention of identifying service providers.

**IV. PROJECT DESCRIPTION**

The building site of the Travis Self Park Playground Shade Structure Project is located in the northeast corner of Travis Self Park along E. Oak Street. Travis Self Park is located on E. Oak Street between N. Russell Street and N. Nevill Street.

The project consists of the erection of a shade structure over the playground using the engineering drawings of the shade structure manufacturer. Engineering drawings may be obtained by emailing Board President Trey Gerfers at [trey@stereoluz.net](mailto:trey@stereoluz.net).

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## V. METHOD AND MATERIALS

Based on the engineering drawings provided by the manufacturer, 3 concrete footings with rebar cages are required. The drawings further indicate the specific plate and connection points. The selected construction service provider will meet with a representative of the Parks Board to agree on the placement of the 3 footings. This placement should occur outside the designated play area border. The footings will then be excavated to support each of the 3 poles and the poles will be installed on the footings per the specific plate and connection points indicated in the engineering drawings provided by the manufacturer. Once the 3 poles have been properly installed, measurements for the shade sail will be taken and sent to the manufacturer. The construction service provider will then install the shade sail once it is delivered.

## PROJECT SCHEDULE

The proposed pre-development schedule for the Travis Self Playground Shade Structure Project is as follows:

Release RFP for Construction Services on	22 September 2022
Responses to RFP for Construction Services Due	20 October 2022
Select Construction Services Provider	20 October 2022
Award Contract	20 October 2022
Construction Start	ASAP

## VI. SUBMITTAL REQUIREMENTS

Proposals should be prepared simply and economically, providing a straightforward and concise description of the respondent's capabilities for satisfying the requirements of the RFP. Emphasis should be on completeness and clarity of content.

The respondent's proposal shall include:

- A. A cover letter.
- B. A brief history of the business/organization.
- C. A proposed schedule outlining milestone dates for construction services.
- D. A breakdown of proposed project costs
- E. Submission of proposal in electronic form to Board President, Trey Gerfers at: [trey@stereoluz.net](mailto:trey@stereoluz.net).

## VII. EVALUATION CRITERIA

1. Expertise, experience, and qualifications of the respondent for providing the services described above. Personnel presented in the proposal are expected to be the same personnel as will be substantially involved throughout the life of the project.
2. Completeness of the submittal and compliance with the requirements of the RFP.
3. Comprehensive breakdown of project costs.

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## VIII. SELECTION SCHEDULE

22 September 2022	RFQ Available.
13 October 2022	Deadline for submission of written questions (email questions to <a href="mailto:trey@stereoluz.net">trey@stereoluz.net</a> )
17 October 2022	Answers to submitted questions available to all service providers
20 October 2022	Submission of proposal in electronic form to Board President, Trey Gerfers by noon CST on 20 October 2022 at: <a href="mailto:trey@stereoluz.net">trey@stereoluz.net</a> <b>No late submittals will be considered.</b>
20 October 2022	Construction service provider selection

## IX. SELECTION PROCESS

The City of Marfa Parks and Recreation Development Corporation will evaluate the applicants according to the identified criteria. The selected construction service provider will be announced after careful consideration and verification.

Final selection will be contingent on fee and contract negotiations. The City of Marfa Parks and Recreation Development Corporation reserves the right to cease negotiations with a selected service provider if, at the sole discretion of the City of Marfa Parks and Recreation Development Corporation, no agreement can be reached to the satisfaction of the parties, or if the services are no longer required.

## X. GROUNDS FOR REJECTION

The City of Marfa Parks and Recreation Development Corporation reserves the right to reject any service provider for one or more of the following reasons:

- 1) Submission does not contain all information requested in the RFQ.
- 2) Submission not received by the required the deadline.
- 3) Service provider does not possess the required minimum qualifications.

## XI. TERMS & CONDITIONS

In submitting a response to this RFP, applicant acknowledges that:

- 1) Applicant has read and understands all terms and conditions set forth in this RFP.
- 2) The City of Marfa Parks and Recreation Development Corporation reserves the right to revise any terms and/or conditions set forth in this RFP and/or add any terms and/or conditions beyond those set forth in the RFP.
- 3) The City of Marfa Parks and Recreation Development Corporation reserves the right, at its sole discretion, to alter the Scope of Work.

**For any questions, please contact Trey Gerfers at [trey@stereoluz.net](mailto:trey@stereoluz.net).**