

Request for Proposal (RFP)

Project Title: Parking Lot Reconfiguration and Painting at Monticello Welcome Center

Project Overview:

Monticello Welcome Center, at 216 S Main Street, is seeking proposals from qualified contractors for the reconfiguration and re-striping of the parking lot to accommodate changes resulting from the recent addition of electric vehicle (EV) charging stations. The project will involve adjusting the layout of parking spaces and painting new parking lot lines and markings to reflect the updated design.

Scope of Work:

1. Parking Lot Reconfiguration:

- Assess the current parking lot layout (approximately 21,500 sq ft) to determine necessary adjustments for the addition of EV charging stations.
- Ensure compliance with any relevant local regulations or codes related to ADA accessibility and EV charging infrastructure.

2. Line Painting and Markings:

- Repaint parking lot lines, including those for standard parking spaces, EV charging spots, and ADA-compliant spaces.
- Clearly mark EV charging stations with appropriate signage and space designation.
- Repaint any other required markings (e.g., directional arrows, pedestrian walkways, fire lanes) based on the new configuration.
- Use durable, high-quality paint or materials suitable for high-traffic outdoor environments.

3. Project Timeline:

- The contractor should provide a detailed project timeline, including the expected duration of the work and key milestones.
- The painting and reconfiguration work must be completed within a reasonable timeframe, with minimal disruption to the day-to-day operations of the Welcome Center.

Proposal Requirements

Interested contractors should submit proposals that include the following elements:

1. Company Information:

- Company name, address, and contact information.
- A brief overview of the company's experience, including years in business and relevant experience in similar roofing projects.

2. Proposed Solution:

- Detailed plan for reconfiguration and line painting, including how the changes will accommodate the addition of EV charging stations
- Specifications for materials to be used (paint type, durability, etc.)
- A diagram or layout illustrating the revised parking lot design with the new configuration and EV charging stations

3. Cost Estimate:

- Breakdown of costs for labor, materials, and any additional charges (e.g., permits, equipment rental)
- Cost for any optional additional services (e.g., long-term maintenance or line preservation) or unforeseen conditions (if applicable).

4. Timeline:

- Estimated project timeline, including key milestones and the final completion date

5. References:

- At least three references from previous clients with similar projects

6. Compliance:

- Information on how the project will ensure compliance with local building codes, ADA standards, and any relevant EV parking regulations

Proposal Submission Instructions:

- Proposals must be submitted by March 15, 2025, to Kaeden Kulow, City of Monticello, PO Box 457, Monticello, Utah 84535 or online at <https://shorturl.at/5WNJq>.
- All inquiries regarding the RFP can be directed to Kaeden Kulow at kaeden@monticelloutah.org.
- Proposals should be submitted in either a digital (PDF) using the above URL or a physical copy by mail.

Evaluation Criteria:

Proposals will be evaluated based on the following factors:

- Price competitiveness and value.
- Contractor's experience and reputation in the industry.
- Timeline and ability to meet project deadlines.
- Quality of the proposed materials and roofing solution.
- Completeness and clarity of the proposal.

Project Timeline:

- RFP Submission Deadline: March 15, 2025
- Contractor Selection Notification: April 1, 2025
- Project Start Date: May 1, 2025 (weather permitting)
- Expected Completion Date: November 30, 2025

Terms and Conditions:

- The City of Monticello reserves the right to reject any or all proposals.
- The successful contractor must sign a formal contract before work begins.
- The contractor must maintain communication with the project manager throughout the project.

Contact Information:

Kaeden Kulow
City Manager
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