



**REQUEST FOR QUOTES FOR  
FENCE INSTALLATION AT MISSION VILLAGE RETENTION POND  
RFQ # DR17-001  
December 11, 2017**

• **Introduction**

The City of Pecos will accept proposals from all interested companies for fence installation at Mission Village Retention Pond. The city seeks qualified companies to provide a cost to install a vinyl privacy fencing on 1 retention pond. The company will provide the following services.

1. Fence Installation

- a. Install new white vinyl fencing – 600' fence plus 2-6' gates
- b. Fencing Specifications are attached
- c. All installation not covered in the attached specifications should meet industry standards

2. Permitting and Coordination

- a. Coordination with any utility companies (power, gas, and water) if needed
- b. **All plans, specifications, drawings and work must meet City of Pecos codes for fencing.**

3. Specifications

- a. 600 linear feet fencing 6 feet height
- b. 2 each – 6' gates
- c. Commercial grade, Heavy Duty
- d. Lifetime Warranty
- e. Installation Support
- f. Wind Certified
- g. Turnkey Project

A Mission Village Retention Pond site map is attached.

Submittal packages will be evaluated based on the following:

### **1.1 Guidelines for RFQ Evaluation**

There will be three general principles that will govern the RFQ review, evaluation and selection process:

- Clear, complete and accurate responses to RFQ requirements
- Satisfactory responses to issues and requirements as determined by the City of Pecos
- Competitive cost solution

The City of Pecos will be the final arbiter for determining firm compliance with these three general principles.

### **1.2 Objectives and Expectations**

The City of Pecos has defined several objectives and expectations for improvements to Mission Village Retention Pond. The most important are:

- Quality Construction
- Reliability
- Decreased Maintenance Costs
- Safety

### **1.3 Submittal Information**

Submit: Quote with any fence option attachments must be received on or before 4:00 pm CDT, January 3, 2018.

Addressed to: City of Pecos  
110 East 6<sup>th</sup> Street  
Pecos, TX 79772  
Attention: City Secretary

Mark Envelope: RFQP "Mission Village Retention Pond Fencing"

Any offer submitted as a result of this Request for Quote (RFQ) shall be binding on the company for sixty (60) calendar days following the specified opening date. Any offer for which the company specifies a shorter acceptance period will be rejected.

### **1.4 Deadline Enforced**

QUOTES DELIVERED AFTER THE TIME AND DATE SET FOR RECEIPT OF QUOTES SHALL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED TO THE FIRM. IT IS THE POTENTIAL FIRM'S RESPONSIBILITY TO ENSURE TIMELY DELIVERY OF THEIR QUOTE. WEATHER, FLIGHT DELAYS, CARRIER ERRORS AND OTHER ACTS OF OTHERWISE EXCUSABLE NEGLIGENCE ARE RISKS ALLOCATED TO FIRMS AND WILL NOT BE EXEMPTED FROM DEADLINE REQUIREMENTS. TELEPHONE, EMAIL OR FACSIMILE QUOTES WILL NOT BE ACCEPTED.

## **1.5 General Procurement**

Companies are cautioned that any statements made by City staff or advisors that materially change any portion of this document are NOT binding on the City, and shall not be relied upon unless subsequently ratified by written amendment. All changes shall be in the form of a written amendment. Oral information obtained otherwise will NOT be considered in awarding a contract.

Your quote is a public document under the Texas Freedom of Information Act (FOIA), except as to information that may be treated as confidential as an exception to disclosure under the FOIA. If you cannot agree to this standard, please do not submit your quote.

The City accepts no responsibility for any expenses incurred by the Firm in the preparation and presentation of an offer. Such expenses shall be borne exclusively by the firm.

The City of Pecos reserves the right to reject any or all offers; to waive any informality or irregularity not affected by law; to evaluate, in its absolute discretion, the offers submitted; and to award the contract according to the offer which best serves the interest of the City, or to not award the contract if the City determines that it is not in its best interest to do so.

All submittals shall become the property of the City of Pecos, and shall not be returned to the vendor, provided that all proprietary information and/or processes of the vendor contained therein, if any, shall remain the property of the vendor. All information qualifying as proprietary under the Texas Freedom of Information Act, and designated as such, shall be considered confidential and such information shall not be subject to review by outside individuals or organizations, except as may be compelled by judicial process and in accordance with applicable laws, regulations and City policies. All proprietary information must be clearly marked as "Proprietary".

If the Offeror discovers any ambiguity, conflict, discrepancy, omission or other error in the RFQ, Offeror/Proposer shall immediately notify the City of such error in writing and request modification or clarification of the document. The Proposer is responsible for clarifying any ambiguity, conflict, discrepancy; omission or other error in the RFQ or it shall be deemed waived.

The words "Bidder", "Firm", "Company", "Supplier", "Offeror", "Contractor", "Proposer", "Respondent" and "Firm" are used interchangeably throughout this bid quote, and are used in place of the person, firm, or corporation submitting a proposal on the scope of services or any part thereof.

## **1.6 Selection Process**

All submittals will be reviewed by the City. The City will base its selection on the following criteria:

- Cost
- Experience and capability to provide fencing services
- Quality and comprehensiveness of the proposal.

The City reserves the right to interview firms as a part of the selection process.

## **Award of Contract**

The City of Pecos reserves the right to reject any or all proposals, to waive any informality in any quote, to site in and act as sole judge of the merit of each response submitted, to select a firm based on the criteria stated.

## **Requirements**

The successful company shall comply with all instructions and shall be able to provide quality construction that meets the industry standards for the project. The successful company must obtain any business license(s) and permits required by the City of Pecos and the State of Texas.

## **Questions and Inquires**

It is the policy of the City of Pecos to accept questions and inquiries from potential bidders receiving this RFQ. Written questions should be mailed, emailed or faxed to City of Pecos to the attention of Gary Rumbaugh, Public Works Director at the following address:

City of Pecos  
Attn: Gary Rumbaugh  
110 East 6<sup>th</sup> Street  
Pecos, Texas 79772  
Gary Rumbaugh Phone Number: 432-445-2421 Ext.213  
Gary Rumbaugh Fax Number: 432-445-6670  
Gary Rumbaugh Email Address: [grumbaugh@pecostx.gov](mailto:grumbaugh@pecostx.gov)

The City of Pecos reserves the right to reject any and all qualification statements and to evaluate, in its absolute discretion, the statements submitted and to award the contract based on the established criteria listed above and according to the qualification statements that best serve the interests of the City of Pecos.

The Selected firm must have proof of workers compensation and liability insurance. The selected firm must obtain all business licenses required. A business license is not required to submit an RFQ.



Latitude: 31.4153 , Longitude: -103.50732



Fence Style Preferred or Similar