

Fabrication & Installation of 4 Entry Markers

Holly Hills Special Business District

Request for Proposals (RFP)

Due Date: January 16, 2025 Time: 5:00 p.m. CT

Proposals may be submitted in advance.

Proposals submitted after the due date and time will not be eligible for consideration. Submit proposal responses by PDF to HollyHillsSBD@gmail.com.

For consideration, proposals must meet all requirements as instructed in this RFP.

Section I: INTRODUCTION/BRIEF DESCRIPTION

The Holly Hills Special Business District (SBD) seeks proposals from qualified firms for the fabrication and installation of four (4) unique entry markers as shown in Section V. These entry markers should be installed in the new planter beds in the medians at Holly Hills and Morganford, Holly Hills and Grand, Loughborough and Leona, and Grand and Bellerive.

The winning fabricator is expected to follow the specifications laid out by the Ten8 Group, and the Holly Hills SBD Beautification and Public Infrastructure Committees.

Fabricators must bid on all services listed below. The Request for Proposal (RFP) establishes information to be included in the Vendor's response. The selection of the successful Vendor will be made based on evaluation and determination of the relative ability of each Vendor to deliver quality service in a cost-effective manner.

The Holly Hills SBD Board of Directors is not obligated to accept the lowest bid and reserves the right to reject any or all proposals or amend the scope of the project. All Bidders must be duly licensed or otherwise can perform work in accordance with all governing local authorities and to the satisfaction of those authorities.

Section II: SCOPE OF SERVICES

The Vendor must provide the following services to include at a minimum:

- Install entry markers in accordance with city regulations including sign codes governing wind loads and foundations.

Section III: INSTRUCTIONS TO BIDDERS - Vendor must follow all instructions and requirements in this RFP.

Proposals are to address the following items in the response:

- Provide a brief Vendor history including years of experience, ownership information, and name and title of the personnel who would be directly responsible for the management and local supervision of this project.
- Provide at least three (3) past client references. Include reference name, address, email, and contact number.
- Indicate features or programs not covered elsewhere in the response which are offered to enhance Vendor's ability to effectively carry out this project.
- Indicate how the installation will occur including digging and foundation details.
- Any and all questions must be e-mailed to HollyHillsSBD@gmail.com by 5:00 pm, January 10, 2025. Responses to all questions will be posted at www.hollyhillssbd.com as soon as possible after the question due date.

Section IV: EVALUATION

Proposals will be evaluated based on the following: 1) Vendor meeting proposal instructions and requirements, 2) Technical response evaluation criteria, 3) Price Evaluations shall be conducted in an impartial, objective, and professional manner.

The technical evaluation and price are evaluated on a points-based scoring system.

Technical Evaluation

The possible technical points for this RFP evaluation are listed in the table below both by criteria point value and total points. The Holly Hills Special Business District may request samples from the selected bidder.

Evaluation Criteria	Possible Pts
Describe vendor capacity to deliver project deliverables in a timely manner including estimated timeline, allowance for revisions and labor capacity.	80
Describe vendor experience in sign fabrication and installation and provide examples. Detail potential lighting options for entry markers.	100
Describe communication and reporting process for project status updates and reports.	60
Total Technical Points Possible	240

Price Evaluation

Total possible price points: **60**

Vendors will be awarded price points based on the following formula: Maximum Price Points X (Lowest Price/Vendor's Price) = Total Price Points
Median Planter Construction Project Price:
\$_____

In addition, include in Vendor response a breakdown of project costs including labor and applicable fees, and description of desired invoicing procedures. The cost estimate must be inclusive of all RFP requirements.

MAXIMUM NUMBER OF EVALUATION POINTS: Technical and Price Points possible total 300 points.

Section V: DESIGN AND FABRICATION DETAILS

VALUE ENGINEERING:
FABRICATOR THOUGHTS ON LOWERING COSTS ARE WELCOME.
SHOW COST SAVING CONCEPTS AS LINE ITEMS WITH DESCRIPTION & SAVINGS.

SIGN PERMITS: PERMITS HAVE BEEN SECURED.

Holly Hills Color Palette - Paint & Acrylic

	A	B	C	D	E	F	G	H	I	J	K
PAINT: SATIN FINISH											
ACRYLIC:	PLEXIGLAS 2108 Green https://www.plexiglas.com/products/plexiglas	ePlastics 2111 Green https://www.eplastics.com	PlastiBlur L-031 MF2 https://chemcast.com	PLEXIGAS 2465 Yellow https://www.plexiglas.com/products/plexiglas	PLEXIGAS 2383 Red https://www.plexiglas.com/products/plexiglas	PLEXIGAS 2016 Yellow https://www.plexiglas.com/products/plexiglas	ePlastics 1020 Purple https://www.eplastics.com	PLEXIGLAS 2051 https://www.plexiglas.com/products/plexiglas			
ALTERNATES:		PlastiBlur L-127 MF2 L-076 MF2		Optix LD Plaskolite 2037 https://plaskolite.com/	Optix 2283 Red https://plaskolite.com/	PlastiBlur L-100 MF2 L-113 MF2 https://chemcast.com	ePlastics 3730 Purple https://www.eplastics.com				

Metallic Paint

	I	J

Acrylic sourced from multiple manufacturers to achieve a variety in translucency. Designer must approve alternates.

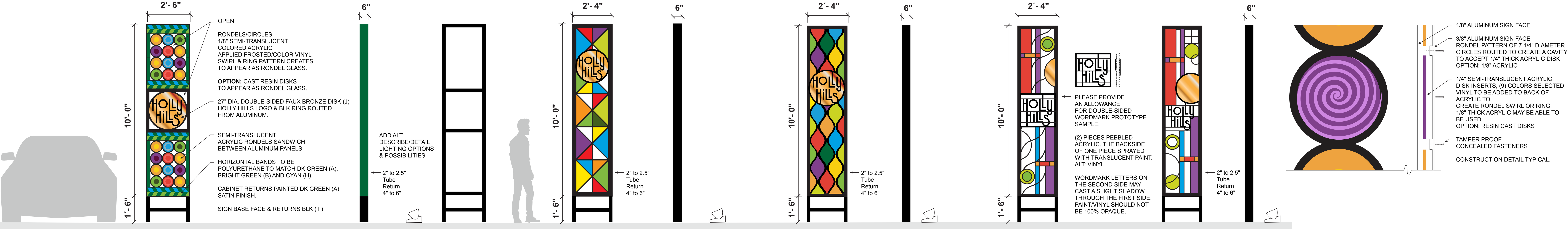
Rondel "patterns" to be applied to translucent acrylic as translucent color or etched vinyl. To appear as glass dimensional rondels.

Not required for resin option as these patterns will be cast within disk.

Rondel Art for vinyl

Matthews Paint
MP22012 Blackberry
Metallic LRV 4.6
Satin

Matthews Paint
MP21012 Plaque
Gold Metallic LRV 40
Satin



FRONT ELEVATION
MORGAN FORD/HOLLY HILLS BLVD

SIDE ELEV.

STRUCTURAL LEGS OF
FRAME RUN FULL HEIGHT
HORIZONTAL MEMBERS
CLEAN WELDS
GROUND FLUSH

FRONT ELEVATION
LOUGHBOROUGH/LEONA

SIDE ELEV.

FRONT ELEVATION
GRAND/BELLERIVE

SIDE ELEV.

FRONT ELEVATION
GRAND/HOLLY HILLS BLVD

NEW PATTERN - Architectural Glass - Initials

HOLLY HILLS ID TYPE C
Vertical Primary Entries

SCALE: 3/4" = 1'-0"

SECTION DETAIL: SIGN PANEL
ACRYLIC INSERT

SCALE: HALF SIZE

1 HOLLY HILLS ID TYPE C:
Vertical Primary Entries - Rondels
SCALE: 3/4" = 1'-0"

2 HOLLY HILLS ID TYPE C
Vertical Primary Entries - Gemstones
SCALE: 3/4" = 1'-0"

3 HOLLY HILLS ID TYPE C
Vertical Primary Entries - Lemons
SCALE: 3/4" = 1'-0"

ONE DESIGN TO BE SELECTED