

Request for Proposal City of Covington Bike Staple Installation

PROPOSALS DUE: May 24th, 2019

SUBMIT TO: Matt Butler
Devou Good Project
PO Box 1003
Covington, KY 41012

REFER QUESTIONS TO: matt@devougood.com





Overview

The Devou Good Project (DGP) in partnership with Ride the Cov (RTC) and the City of Covington (the city) seeks a firm or team for the installation of up to 500 bike parking staples to be located within the City of Covington, KY.

For more information about Devou Good Project visit

<http://www.devougood.com>

For more information about Ride The Cov visit

<https://www.ridethecov.org/>

Invitation to Proposal

The Devou Good Project is requesting Proposals for the installation of bike parking staples in the City of Covington, KY. Proposals are due to be received no later than May 24th, 2019.

Contractor shall furnish all professional services, labor, insurance, materials, equipment, and permits necessary to render services as specified in Scope of Work. DGP will provide bike staples, bolts, anchors and Right of Way encroachment permit. The term of the contract is anticipated to be June 3, 2019 and ending when all of the staples are installed or there are no additional locations identified for installation, no later than one year from start of contract.

The Devou Good Project extends equal opportunity to all persons and specifically encourages minority and women-owned businesses to access and participate in this and all The Devou Good Project projects, programs and services.



Scope of Work

The Devou Good Project seeks a firm or team with expertise for the following tasks:

1. Receive work order batch via Google Sheets from RTC identifying locations of approved bike racks. Note: A batch will consist of between 1 and 25 rack locations.
2. Retrieve appropriate number of bike racks and hardware stored at RoadID Warehouse located at 35W 8th St., Covington, KY or location communicated by RTC.
3. Locate marked location and digitally photograph location prior to installation.
4. Drill four holes in concrete at marked location to appropriate depth, install four anchors, (two) break away nuts (one on each flange) and (two) regular nuts. Torque nuts to manufacturer's specification. Cleanup any construction debris. Note: All racks are flange type as shown in specification.
5. Digitally photograph location post-installation.

Contractor Requirements

1. Installation must occur within 30 days of notification of rack installation locations by RTC.
2. Contractor to upload digital images of the work prior to invoicing to a Google Drive (the cloud) location specified by RTC.
3. Contractor shall maintain during the term of this Agreement policies of primary insurance covering the following risks and in at least the following amounts: commercial general liability, including bodily injury, property damage, personal injury, products, and completed operations, and contractual, \$2,000,000.00 each occurrence and \$3,000,000.00 aggregate; automobile liability, \$1,000,000.00; and workers compensation coverage with limits required by law. Contractor shall furnish to DGP certificates of insurance evidencing this coverage and naming the City and DGP as an additional insured.
4. Contractor shall maintain the surface of the active installation areas approved by a Right of Way Encroachment Permit in accordance with all applicable laws, ordinances, and regulations. Upon completion of the individual installation of each Bike Rack, Contractor shall remove all rubbish, excess material, temporary structures, and construction equipment. Contractor shall not store materials on any one area of the City Right of Way for more than 24 hours.



5. Contractor to correct any errors in installation within 15 days.
6. Contractor to use Slack as primary means of communication.
7. Contractor to invoice for each batch or batches of racks installed. RTC will approve invoice and work within 30 days. DGP will pay invoice promptly once work is approved.



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THE CITY OF PORTLAND

The ever-classic "Staple" style bike rack is Portland City Code approved with an internal cable and flat bar for extra security. Lock it up!

CONSTRUCTION/ MATERIAL OPTIONS

1.5" Sch. 40 Round Steel Pipe

- Steel Flanges
- Steel Flat Bar

DIMENSIONS

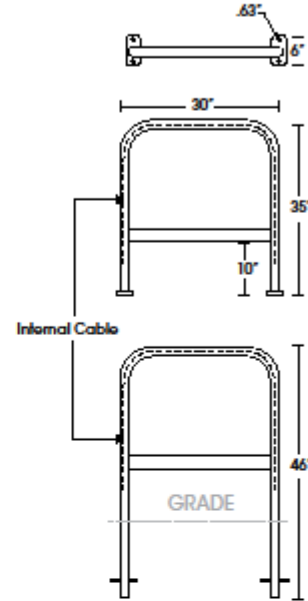
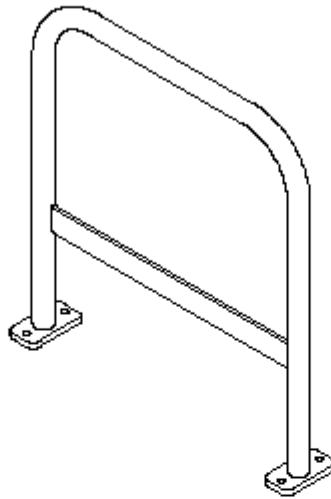
- 30" Length
- 6" Width
- 35" Height
- Custom Size Height/Length

MOUNTING OPTIONS

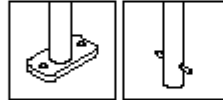
- Flange Mount (Shown)
- (6) .63" Mounting Holes
- In-Ground
- 11" Leg Extensions

FINISH OPTIONS

- T304 Stainless Steel
- #4 Satin Finish
- Hot Dipped Galvanized
- Powder Coating
- # _____
- Thermoplastic Coating
- # _____



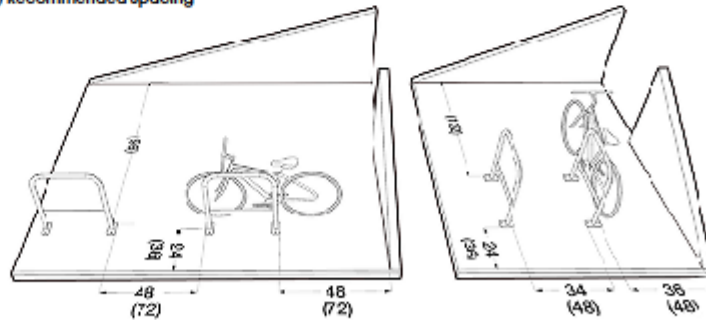
Flange or In-Ground



RECOMMENDED LAYOUT

NOTES:

- "Bike" is 70"
- # Minimum Spacing
- (#) Recommended Spacing



CONTRACTOR: _____

JOB: _____

NOTES: _____

Manufactured in the
Pacific Northwest



Budget Guideline

Our goal is to install all of the 500 purchased bike racks within the public right of way in the city. Variables that could impact this number include: not enough viable locations, one-year contract expires with the city before locations are identified, city terminates contract with DGP, etc. Therefore, the proposed budget should include a total price for installation of each bike rack. DGP is a sales tax-exempt organization.

Timeline for Selection

The following dates are proposed as a timeline for this project.

- Questions and Clarifications due Wednesday, May 22, 2019 Note: Sample rack for inspection is installed across from City Hall located at: 20 W Pike St., Covington, KY 41011
- Proposals Due Friday, May 24, 2019
- Interviews week of May 27th, 2019
- Notice of Award May 31st, 2019
- Project Starts June 3rd, 2019

The Devou Good Project reserves the right to make adjustments to the above noted schedule as necessary.