



Request for Proposal (“RFP”)

Design and Construction of a Shade Cover

Issued by:
Washington County Legacy Park
5500 West 700 South
Hurricane, Utah 84737

Issue Date:	February 28, 2025
Closing Date:	March 7, 2025
Award Date:	March 18, 2025

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1. Intent

It is the intent of Washington County, Utah, (“County”) to obtain proposals from qualified industry experts that can provide the design and construct a shade cover at the Washington County Shooting Sports Park, on the Southern Utah Practical Shooting Range, located at 1134 S. Shooting Sports Park Rd, Hurricane, Utah 84737.

2. Background and Objective

The Southern Utah Practical Shooting Range (“Practical”) is one of the premier competitive dynamic shooting ranges in the country and it hosts a variety of events and matches. Practical is in need of a large shade cover to be utilized by participants and others during range event and matches.

3. Submission Deadline and Closing Date

To receive consideration and responses to this RFP, the County must receive the proposal no later than 4:00 pm on March 7, 2024 (“Closing Date”). One sealed unbound original and one electronic copy of the proposal should be delivered to:

Washington County Legacy Park
5500 West 700 South
Hurricane, Utah 84737

Attention: Susi Lafaele
Director, Legacy Park, and County Fair

Facsimile or electronic proposals (other than that which accompanies the proposals above) will not be accepted. Courier or hand-delivered proposals should be dropped off at the south end of the Harmony Building of Legacy Park Monday through Friday, between 9:00 am to 4:00 pm. Late proposals will not be considered and will be returned unopened.

Proposals will remain sealed until 9:00 am on March 10, wherein sealed proposals will be opened publicly at Legacy Park Grafton Building in the Conference Room.

Before the submission deadline, the County may amend or clarify the RFP in the case of any discrepancies or omissions. Any change will be posted as a formal written addendum on the Washington County website. In the event of a revision to the RFP after the closing date, candidates will have an opportunity to refine, submit or resubmit their proposals.

4. Project Scope

1. Design, engineer, and construct a permanent shade structure near Berry's Pavilion at the Southern Utah Practical Shooting Range – the design shall include appropriate slope and location for water runoff
2. The shade cover will be 60 feet long by 40 feet deep, connecting to Berry's Pavilion under the eaves for appropriate water runoff.

5. Proposal Requirements

Contractor's proposals are required to base their proposal submission, and all pricing contained therein, on the requirements set out in this RFP. Notwithstanding these requirements, candidates are encouraged to provide innovative ideas and suggestions that may improve upon the requirements in this document.

Proposals shall include the following:

1. Cover Letter and Executive Summary, which shall include the following:
 - a. The Contractor's organization name, date established, Tax Identification Number, and a brief history of the organization.
 - b. Contact information for the key member of organization (name, address, phone number, and email address)
2. A portfolio of Contractor's similar projects, including the Contractor's specific role in the project, photos of the completed project, and reference information.
3. A list of contractors/sub-contractors and the services they will provide (if applicable).
4. Timeline for competition of the design and construction.
5. Proposal shall be based on executing a contract. If specific terms and conditions are preferred, the proposal may request such terms and conditions.

6. Walk-Through

To facilitate an understanding of the project, a walk-through may be scheduled with Glen Wong of the Southern Utah Practical Shooting Range:

Glen Wong – President of Southern Utah Practical Shooting Range
480-570-1086
president@supsrangle.com

7. Evaluation of Submissions

All proposals must be in reference to the terms and conditions stated in this RFP. The awarded proposal will be selected based on the County’s determination of the top-scoring and most advantageous proposal.

Selection Criteria	Maximum Points 100
1. Design and experience with related/similar projects	60
2. Overall Proposed Cost	40

8. Award

The County will either award an appointment in whole or in part or will announce that no appointment will be made. There is no implicit or explicit guarantee that the project will proceed. Washington County reserves the right to accept or reject any or all proposals.

9. Terms and Conditions of the RFP

Disclosure. Upon award of the contract, all proposals accepted by the County shall become a matter of public record and shall be regarded as public, except those elements of each proposal that are identified by the Contractor as business or trade secrets and plainly marked as “trade secret,” “confidential,” or “proprietary.” Each element of a proposal that the Contractor desires not to be considered a public record must be clearly marked. Any blanket statement (i.e. regarding entire pages, documents, or other non-specific designations) shall not be sufficient and shall not bind the County in any way whatsoever. If disclosure is required under the Utah Government Records Access Management Act (“GRAMA”) or otherwise by law (despite the Contractor’s request for confidentiality), the County shall not in any way be liable or responsible for the disclosure of any such records or part thereof.

Agreement for Awarded Contractor. The selected Contractor will enter into an Independent Contractor Agreement (“ICA”) with the County based on the contents of the RFP and the Contractor’s proposal.

Insurance. Before executing an ICA, the Contractor will be required to provide proof of the required insurance and endorsement to the County. Contractors are encouraged to contact their insurance carriers once Contractor reviews the ICA to ensure that the

insurance requirements can be met if selected. Insurance requirements may vary based on the final agreed-upon scope of the project.

Failure to Agree. If the County and selected Contractor cannot agree on a satisfactory agreement, the County reserves the right to terminate negotiations. The County may then negotiate an agreement with another RFP applicant, or County may submit another request for proposals.

Right to Reject. The County reserves the right to reject any and all proposals. In addition, the County will not reimburse costs associated with the preparation or presentation of the proposals.