



CITY OF WEST HOLLYWOOD
DEPARTMENT OF PUBLIC WORKS

REQUEST FOR PROPOSALS
FOR

PROFESSIONAL SERVICES
for

Design-Build Contract for Rocky & Bullwinkle Statue on Sunset Blvd

Deadline: Monday, January 22nd, 2018 at 5:00 PM

INVITATION FOR PROPOSALS

The City of West Hollywood invites the submittal of proposals from qualified contractors with "A" or "B" License to provide design-build services related to the erection of a statue at a landscaped triangular area located at the intersection of Sunset Blvd and Holloway Dr.

Contractor and subcontractor(s) are required to pay prevailing wages and be registered with the Department of Industrial Relations (D.I.R.) at the time of entering into a contract with the City.

ADDITIONAL INFORMATION

No questions regarding this RFP will be answered over the phone. All inquiries shall be submitted in writing via email to hdemitri@weho.org , and shall provide an email address where an email with the link to the responses on the City website can be sent when the answers are posted.

Deadline for all written questions is Monday January 15th, 2018 at 5:00 PM. After this deadline questions will not be answered. Answers to the questions for this RFP will be posted on PlanetBids in the RFP/RFQ/Bid Notices section.

Anyone submitting a proposal or is on a proposal team shall not contact any City employee or City Council members regarding this RFP unless in the manner described above. From the time the City has released this RFP and throughout the evaluation period; any email, telephone, text message, social media, face to face contact and/or non-fax communication, where there has been discussion of this RFP, may be the basis for a submittal being disqualified from consideration.

BACKGROUND

The City of West Hollywood desires to erect a sculpture of Rocket ("Rocky") J. Squirrel and Bullwinkle J. Moose, created by Jay Ward Productions circa 1961, at a prominent site (a triangular landscaped area located on Sunset Boulevard at Holloway Drive). The sculpture stands at approximately 16 feet high and weighs approximately 700 pounds.

The selected contractor will be tasked with providing both design and construction services to complete this task as well as transporting the sculpture from its current storage facility at Orange County Fine Art and Storage (located at 1315 S. Allec Street, Anaheim, CA 92805).

SCOPE

The selected contractor shall retain a registered Civil Engineer to provide signed and stamped plans showing a concrete pad with a minimum footprint located within the landscaped area, which will serve as the foundation of the statue. Plans will also include structural details of the pedestal underneath the statue and details of anchoring the statue to the pedestal ensure resistance to wind loading and turning movement. The exact location of the concrete pad within the landscape area shall be coordinated with City Engineer as well as the direction the statue will be facing.

The design will also incorporate the following elements:

1. Designed in such a way as to not allow the public to climb on the sculpture.
2. Sloped edge to mitigate the potential of water pooling on the surface.
3. Minimal design aesthetic, with some architectural details for visual interest keeping with the mid-century origin of the sculpture. Contractor shall provide City staff with three (3) sketches of a proposed pedestal with all dimensions of each proposal. City staff will select one.
4. Complete all phases of the project within 60 calendar days of issuing the Notice to Proceed. Work Hours are M-F 7:30 AM – 5:30 PM. Work after hours and on Saturday is possible subject to approval of Extended Hours Permit Application.
5. Electric connections and fixtures for lighting at night. Uplights will be either on the pedestal facing up or on the ground shining adequate lighting on the sculpture.
6. Contact Underground Service Alert (USA) to identify all existing utility lines within the landscaped area and also perform potholing to verify the exact location in order to pick an exact spot that will have the least impact on said locations.

PROPOSAL REQUIREMENTS

All proposals shall include sufficient experience and qualifying information demonstrating the contractor's abilities. The City has identified the following as essential knowledge, skills and abilities required for this Project:

- a) Possession of Class A or Class B Contractor's License
- b) Experience with at least 3 projects of similar or greater scope in the last 5 years.
- c) Compliance with all laws and regulations pertaining to the project – Compliance with all laws and regulations including Prevailing wage documentation and registration with the Department of Industrial relations, CAL OSHA requirements, and other appropriate safety measures including California MUTCD for traffic control plans.
- d) Cost Proposal Sheet: Include a Lump Sum for Design, Construction, and transportation of the statue to its final location and a maintenance warranty for one year beginning from the date the City accepts the improvements.

FORMAT OF PROPOSALS

In an effort to promote waste reduction and resource conservation, the submittal shall be accepted on-line only in an electronic format at <https://www.planetbids.com>

Proposals shall include the following information:

1. Provide a description of the firm, organization structure, location of principal offices, number of professional personnel and other pertinent information including the names and experience of all staff members who will work on the project team.
2. Provide resumes for the firm's officers who are expected to have oversight and management responsibilities for the Project, if selected.
3. State the overall approach of the proposal, including the objectives, scope of work to be performed and methodologies or techniques to be used.
4. Describe the work activities (tasks) to be performed showing timelines, milestones, or benchmarks for major reports/products.
5. Provide a description of the information and support required of City staff. (Timeline, payment schedule, and deliverables)
6. Provide information on related project experience and client references. A minimum of five (3) references shall be provided, with relevant experience.

7. **List of Subcontracted work.** If any portion(s) of the project will be subcontracted, provide a list of those consultants with following information for each:
 - Company's name
 - Address
 - Phone number
 - Tasks assigned
 - The reason why you are choosing to use this company to do those tasks and your history of working with this company

8. **Changes to the Contract Requirements:** The contractor shall review the contract requirements included at the end of this RFP. Any proposed changes to the boiler plate contract language shall be listed in this section. If you do not have changes include a statement saying as such. Proposed changes will not have any influence on the evaluation of the proposal, but will speed up the process of the selected consultant to sign the contract documents. The proposed changes will be reviewed and approved by the City Attorney's Office prior to signing the contract documents.

9. **Other pertinent information:** Please use the last page to include any additional information you would like to include in your proposal. Rather than attaching a thick company profile book or a booklet of resumes, please filter, edit, and provide the information in a concise manner that will fit on one (1) side of an 8.5" x 11" piece of paper. The content can be anything of your choosing however it must fit on one side of one page.

10. **Project Fee.** The Lump Sum amount for this work shall be submitted electronically on PlanetBids.

SELECTION PROCESS

The contract will be awarded according to two criteria:

- a. Contractor's qualification = 50% of the selection decision
- b. Fee proposal = 50% of the selection decision

Depending on the number of proposals received, the highest ranking proposals may be asked to come in for an interview. After a consultant is selected, the Engineering Division will initiate a final contract negotiation. If an agreement on the fee cannot be reached, the City reserves the right to end negotiations and enter into negotiations with another submitted proposal.

Exhibit A: Sculpture Details

The sculpture consists of the cartoon characters Rocket ("Rocky") J. Squirrel (Rocky) and Bullwinkle J. Moose created by Jay Ward Productions (the "Artist") circa 1961. It stands approximately 16 feet high and weighs approximately 700 pounds.

Original sculpture was fabricated with the following materials: wood, steel plates, solid steel rods and tubes, chicken wire, bailing wire, rebar, pipe fittings, plumbers strapping tape, newspapers, non-compression foam, cardboard, fiberglass, plaster and plaster bandages and exterior house paints.

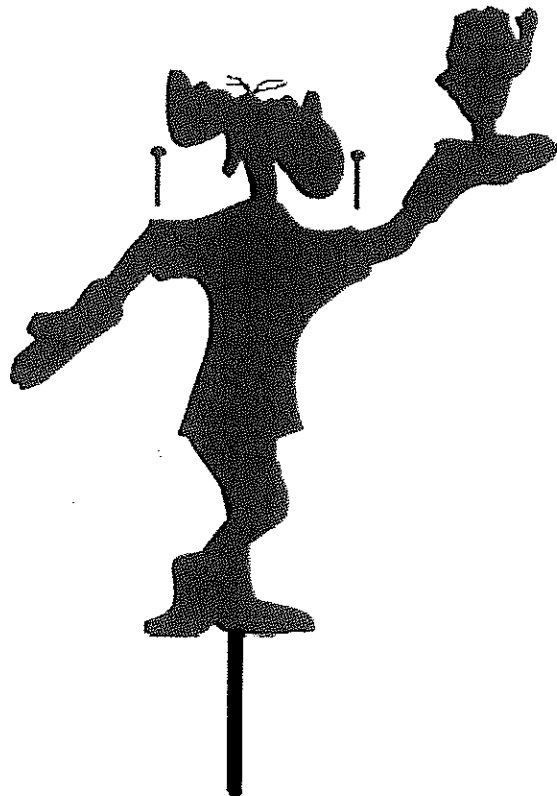
The sculpture was restored by Ric Scozzari in 2014. The restored sculpture consists of original fabrication materials plus a reinforced welded steel internal assembly, total fiberglass and bondo coating (total encapsulation), aluminum "hair strands," industrial high "aircraft quality" gray primer, industrial high "aircraft quality" paint and a top coat of semi-gloss paint. All paints are lacquer based. Arms were made to be removable, to allow the sculpture to be moved through doorways. The painted bathing suit on Bullwinkle references the first/original painting of the sculpture by including the same number of stripes on the bathing suit.

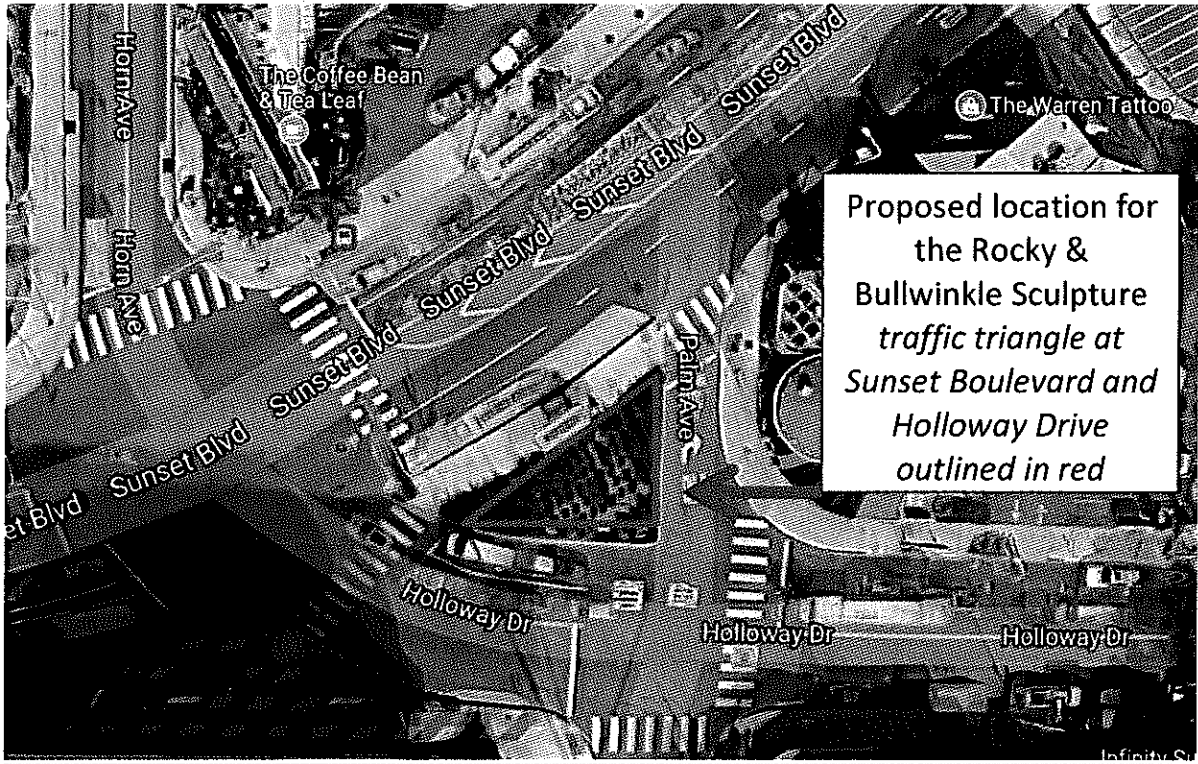
Sculpture assembly: The sculpture is made of 3 pieces – a central bodice with an interior steel pole that extends approximately 2 feet below the feet of the bodice and two arms (see diagram below). The arms attach to the bodice with bolts (provided by City) that are inserted and recessed below the surface. It is important to not overtighten the bolts when attaching the arms.

The right arm bolt is 8 ¾ inches long with a ½ inch thread and ¾ inch hex head. The left arm bolt is 7 ½ inches long with a ½ inch thread and ¾ inch hex head.

For lifting the sculpture itself, an eyelet attachment pick point is located on the sculpture's back.

Site plan for sculpture installation on next page.



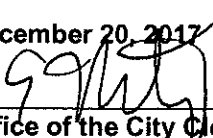


Proposed location for
the Rocky &
Bullwinkle Sculpture
traffic triangle at
Sunset Boulevard and
Holloway Drive
outlined in red

AFFIDAVIT OF POSTING
State of California)
County of Los Angeles)
City of West Hollywood)

I declare under penalty of perjury that I am employed by the City of West Hollywood in the Office of the City Clerk and that I posted this notice on:

Date: **December 20, 2017**

Signature:  _____
Office of the City Clerk