

CITY OF LA HABRA HEIGHTS



REQUEST FOR PROPOSALS

PARK MONUMENT SIGN

To Design, Build and Install a Monument Sign for The Park, 1885 Hacienda Road

INTRODUCTION

The City of La Habra Heights is seeking proposals from qualified companies who are interested to provide design, build and installation of a monument sign to the public park located at 1885 N. Hacienda Road.

PROJECT BACKGROUND

Hacienda Park, renamed The Park by the La Habra Heights City Council in 1979, is the only park in La Habra Heights and is located on the southeasterly corner of Encanada Drive and Hacienda Road at 1885 N. Hacienda Road. The site is 10.47 acres in size. The County of Los Angeles donated The Park to the City in August 1979, just eight months after the City's incorporation.

The City recently removed its current sign as its deteriorated condition presented a hazard and was well beyond its useful life. The base of the former sign remains and can be used again with the new sign or demolished. The new freestanding sign must identify The Park, preserve the City's rural character, as well as symbolize the City's rich history of avocado, orange, lemon and citron groves.

The new sign must be completed and installed by September 7, 2018.

MATERIALS

The successful bidder will be required to provide his or her own materials. The successful bidder will be required to include a final coat of graffiti proof covering material. The sign must withstand the elements of weather. The sign shall protect, preserve and enhance the City's rural character and shall resist features typically found in more urban cities. Proposals shall not include night lighting.

SUBMITTAL DEADLINE

The receipt deadline for entries is Thursday, May 31, 2018 at 5:00 p.m.

PROJECT BUDGET

The total cost of the sign is not to exceed \$25,000. Provide a detailed budget including the cost of all equipment, supplies, materials, transportation, and protective anti-graffiti coatings. The successful bidder and all subcontractor(s) under him shall comply with all applicable Labor Code provisions, which include, but are not limited to the payment of not less than the required prevailing rates to all workers employed by them in the execution of the Contract, the employment of apprentices, the hours of labor and the debarment of contractors and subcontractors.

LICENSE REQUIREMENT

At the time of contract award, the contractor shall possess at least a Class B Contractor's License or a combination of Class C Specialty Contractor's License(s) adequate to perform the work herein described. The successful bidder must maintain the license throughout the duration of this contract. The City may request information substantiating the requisite background. Failure to provide the additional information may result in a Contractor's Proposal being declared non-responsive.

SUBMITTALS

- Cover letter;
- A company profile, background and experience;
- Up to 10 images of past work;
- Three proposed designs for The Park sign;
- Project Schedule to be completed by September 7, 2018;
- Project Budget not to exceed \$25,000 total; and
- Proposals shall not exceed 15 pages, including budget and supporting material.

Materials can be submitted to:

jhildenbrand@lhcity.org

Subject: LHH The Park Sign

Or

Jarad Hildenbrand
Ref: The Park Sign
City of La Habra Heights
1245 N. Hacienda Road
La Habra Heights, CA 90631

TENTATIVE TIMELINE

May 14, 2018	Council approval of RFP
May 31, 2018	Proposals due to City @ 5:00pm
June 11, 2018	Contractor approval by City Council
July 9, 2018	Final Design approval by City Council
July – August 2018	Installation of The Park sign

FOR MORE INFORMATION

Jarad Hildenbrand, City Manager, 562-694-3802, jhildenbrand@lhcity.org

DISCLAIMER

The City of La Habra Heights reserves the right to reject any and all submittals and to decline to award a contract for this project.

