

City of Carthage Parks and Recreation Department

Request for Proposals

Pole Barn



Carthage Parks and Recreation Department

521 Robert Ellis Young Drive

Carthage, MO

64836

The City of Carthage Parks and Recreation Department is accepting proposals from qualified contractors for the construction of a pole barn structure.

A company will be considered qualified by having experience with projects similar in size and nature as well as all required certifications by the state and city.

1. BACKGROUND

The Carthage Parks and Recreation Department is seeking qualified contractors to construct a pole barn. The purpose of this Request for Proposals (RFP) is to solicit competitive bids from qualified vendors to meet the needs of a new pole barn.

2. CONTACT FOR INFORMATION

Companies responding to this solicitation should direct all inquiries to:

Roy Sawyer
521 Robert Ellis Young Drive
Carthage, MO 64836
Office: 417-237-7035
Email: r.sawyer@carthagemo.gov

Site visits will be scheduled as requested.

3. SCOPE OF SERVICES

The selected contractor shall furnish all labor, materials, equipment, supervision, permits, and incidentals necessary for the construction of a pole barn structure at the area of interest found here: <https://maps.app.goo.gl/LM4J2XaRbNxxX4ZP9> and meeting the following specifications.

Structure Specifications

- Overall Size: 20' long x 40' wide
- Bays: Three (3) 12-foot-wide bays
- Vertical Clearance: 15-foot clearance at each bay
- Roof Overhang: 2-foot overhang on roof

- Ends: Fully enclosed on both ends with intent of parking, charging and driving equipment through.
- Slab: 20' x 40' reinforced concrete slab
 - Minimum thickness: 6 inches
 - Proper site preparation and compaction required
 - Contractor responsible for grading as necessary

General Requirements

- 20-pound snow load.
- Contractor shall obtain all required permits at no cost to contractor.
- All materials shall be new and of commercial quality.
- Work site shall be kept clean and safe throughout construction.
- Contractor shall restore surrounding area disturbed during construction.

The contractor shall provide a proposed construction timeline including estimated start and completion dates.

4. CONTENT OF PROPOSAL

Proposals must include the following information:

A. Company Qualifications

- Company name, address, and contact information
- Description of experience with similar pole barn or metal building projects
- At least three references for comparable projects

B. Project Approach

- Description of materials to be used
- Structural details and framing type
- Roofing material specifications
- Concrete specifications (reinforcement method, PSI rating, finish, etc.)
- Proposed construction schedule

C. Cost Proposal

Provide a detailed breakdown including:

- Labor
- Materials
- Concrete work
- Equipment
- Any optional upgrades recommended including electrical service for equipment charging
- Itemized cost at minimum for material and installation for structure, concrete, and subgrade

Note: The City reserves the right to increase or decrease to scope of work. Cost proposal should not exceed \$28,000 including contingency.

5. RATING CRITERIA

Proposals will be evaluated according to the following criteria in order of relative importance:

1. Project approach
2. Demonstrated ability to deliver the Scope of Services
3. Cost proposal

6. SELECTION PROCESS

An award may be made to the Company responsible whose proposal is determined to be the most advantageous, taking into consideration cost and the elevation factors set forth above to determine the lowest and best bidder.

Carthage Parks and Recreation Department reserves the right to reject any and all bids and is not obligated to award a contract to any bidder. If it is determined that no acceptable proposal has been submitted, all proposals may be rejected and at the City's discretion, new proposals may be solicited.

7. CONTRACTING AGREEMENT

The Carthage Parks and Recreation Department expects to enter a contract for services listed in this RFP. The Company completing work will have a current business license through the City of Carthage & be responsible for acquiring a permit at no cost to the contractor.

8. INDEMNIFICATION

The work performed by the Contractor shall be at risk of the Contractor exclusively.

9. SCHEDULE

In order to be considered, two copies of the proposal must be received at Carthage City Hall at 326 Grant Street Carthage, MO 64836, on or before November 12th, 2026 by 11:00 a.m. CST. All proposals shall be in a sealed package marked: **BID / POLE BARN.**