



Request Date: August 4<sup>th</sup> 2025

## REQUEST FOR PROPOSAL

Third Floor Deck Repair and Refurbishment

### **Purpose of the RFP:**

This Request for Proposal (RFP) is issued by the Strawberry Recreation District (hereinafter referred to as “SRD”) acting through the SRD Board of Directors. The purpose of this RFP is to establish a contract with a qualified vendor for **the Repair and Refurbishment of the existing deck, benches, railing and joists in kind**. The resulting contract from this RFP will provide design, installation, and clean-up proposal to the SRD.

### **Location:**

118 E. Strawberry Drive, Mill Valley, California 94941

Third Floor Decking up near Ricardo Street

### **Project Description:**

#### **1. GENERAL**

- A. Provide pricing for all aspects of construction, as well as as-builts for the Installation and repair of all materials.
  - a. Deck/ Bench Material
    - i. ipe wood
    - ii. composite Ex: Trex, Timber Tech or like products
  - b. Railing post will be removed and replaced with metal posts; existing rail will be removed and reinstalled after
  - c. Joists can be reused if dry rot is not too bad, otherwise the joists will have to be replaced in kind

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B. Pricing shall include all permits, mobilization, traffic control (if necessary) and removal of spoils and debris generated by the project.

C. Each qualified bidder / proposer must submit its proposal with the cost proposal and all cost information in a separate, sealed envelope (PCC § 10344).

D. Payments are subject to payment withholds, and/or penalties for late, or inadequate performance.

E. Anticipated contract term, including commencement and completion dates are:

1. Work to begin on Oct 1<sup>st</sup> 2025
2. Work to be completed ASAP

## **2. DELIVERY, STORAGE, AND HANDLING**

- A. Delivery and Acceptance Requirements: Deliver materials to site in manufacturer's original, unopened containers and packaging, with labels clearly identifying product name and manufacturer.
- B. Storage and Handling Requirements: Store and handle materials in accordance with manufacturer's instructions.
- C. Keep materials in manufacturer's original, unopened containers and packaging until application.
- D. Store materials in clean, dry areas indoors, out of direct sunlight.
- E. Protect materials during storage, handling, and application to prevent contamination or damage.

### **Construction Window:**

**This is a prevailing wage project. All contractors must be licensed in California, have a current DIR number, be bonded and insured.**

**All subcontractors will also be required to pay prevailing wage.**

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**SRD requires on-site visit to confirm measurements and job walk-through.** Contractors are responsible for accurate measurements and bid compliance will take accuracy of specs into account.

Please indicate any other recommendations or observations as “additives” to the proposal. Please include and indicate any subcontractors you may be utilizing.

**Proposals to be submitted no later than: September 1<sup>st</sup> 2025**

**Board review and approval will be given: September 12<sup>th</sup> 2025**

Proposals may not be delivered orally, or by facsimile transmission; however, documents may be delivered in-person, by mail and electronic means are acceptable. Offerors assume the risk of the method of delivery chosen. SRD assumes no responsibility for delays caused by any delivery service. Postmarking by the due date will not substitute for an actual proposal receipt by SRD. An offeror’s failure to submit its proposal prior to the deadline will cause the proposal to be rejected. Late proposals or amendments will not be opened or accepted for evaluation.

Offerors must submit one original (marked “Original”) and one copy of the proposal in a sealed envelope or package. Envelopes or packages containing proposals must be clearly addressed as described below to ensure proper delivery and to avoid being opened by SRD before the deadline for receipt. Envelopes or packages must be addressed as follows:

**Envelopes or packages must be addressed as follows:**

Please submit proposals via email to [Gm@strawberryrec.org](mailto:Gm@strawberryrec.org) or in person at

Strawberry Recreation District

118 E. Strawberry Drive, Mill Valley, CA 94941

Attn.: Nancy Shapiro –

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**For questions please contact the following SRD staff:**

Nancy Shapiro: SRD General Manager

Gm@strawberryrec.org or in person at

Strawberry Recreation District

118 E. Strawberry Drive, Mill Valley, CA 94941

Attn.: Nancy Shapiro

**And**

Justin McCall SRD Facilities Supervisor

facility@strawberryrec.org or in person at

Strawberry Recreation District

118 E. Strawberry Drive, Mill Valley, CA 94941

Attn.: Justin McCall

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