



## CITY OF WEST PLAINS

1910 HOLIDAY LN  
WEST PLAINS, MO 65775

PHONE 417-256-7176 FAX 417-256-1880

### REQUEST FOR BID Siding Repair at Jimmie Carroll Sports Complex

**Issued by:**  
**Kristopher Bates**  
**Purchasing Agent**  
1910 Holiday Ln  
West Plains, MO 65775  
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Email: [Kristopher.bates@westplains.gov](mailto:Kristopher.bates@westplains.gov)

<b>Date Issued</b>	March 4 <sup>th</sup> , 2026
<b>Deadline for Questions</b>	March 23 <sup>rd</sup> , 2026
<b>Proposals must be Received On or Before</b>	March 24 <sup>th</sup> , 2026 2:00PM CST

The City of West Plains is soliciting bids from qualified contractors for removal and installation of new metal siding at the Jimmie Carroll Sports Complex located at 540 E. Olden St. West Plains, Missouri 6575. The selected contractor will provide all labor, materials, equipment, tools, and supervision necessary to complete the work as outlined in the RFB.

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## **Introduction**

The City of West Plains Parks Department is soliciting sealed bids from qualified vendors to provide goods and/or services that support the maintenance, enhancement, and continued development of the City's Sports Complex. The Jimmie Carroll Sports Complex is a vital community facility serving children, teens, and adults as well as the offices of the Parks Department. This Request for Bid (RFB) outlines the specifications and submission requirements that will guide the selection of the vendor best able to meet the needs of the Department. The City of West Plains is committed to ensuring fair and open competition and encourages all interested and capable parties to submit a bid in accordance with the instructions provided herein.

## **Who May Respond**

The City of West Plains welcomes responses from qualified, reputable, and experienced contractors capable of performing the work described in this RFB. Firms responding must meet the following minimum criteria:

1. **Licensed Contractors**  
Respondents must hold all licenses required by the State of Missouri and any applicable local authorities to perform fencing work.
2. **Insured and Bonded Entities**  
Respondents must carry appropriate general liability insurance, workers' compensation coverage, and any additional insurance levels required by the City. Proof of insurance must be provided with the proposal.
3. **Professional Experience**  
Respondents should have demonstrable experience completing projects of similar size and scope.
4. **Financially Stable Businesses**  
Respondents must be able to demonstrate financial responsibility and capacity to successfully complete the project without delays caused by funding limitations.
5. **Equal Opportunity Providers**  
Minority-owned, women-owned, veteran-owned, and disadvantaged business enterprises are encouraged to submit proposals. All respondents must comply with federal and state equal opportunity laws.
6. **Authorized to Conduct Business in Missouri**  
Firms must be legally eligible to conduct business within the State of Missouri at the time of proposal submission.

## **Objective**

This project is intended for the removal and replacement of the metal siding at the Jimmie Carroll Sports Complex. The goal is to ensure the facility remains safe, weather-resistant, and structurally protected so the facility can continue providing department needs and community recreation activities.

## **Scope of Work**

The following Scope of Work outlines all construction and material requirements for the project:

- Remove existing metal siding and fasteners from all sides of the complex.
- Install new 29-gauge R-panel siding. (Color to match new garage building)
- Secure with lifetime fastener screws.
- Install 29-gauge black rake trim in the following areas:
  - East Side
  - West Side
  - Northeast Corners
  - Northwest Corners
  - Southwest Corners
  - Southeast Corners
- Dispose of siding that was removed
- Clean up/Magnet Sweep Jobsite

## **Insurance Requirements**

The contractor shall purchase and maintain such insurance as will protect it from claims set forth below which may arise out of, or result from, the Contractor's execution of the work, whether such execution be by the Contractor, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- 1) Claims under workmen's compensation, disability benefit and other similar employee benefit acts;
- 2) Claims for damages because of bodily injury, occupational sickness or disease, or death of employee;
- 3) Claims for damages because of bodily injury, sickness or disease, or death of any person other than employees;
- 4) Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor, or (2) by any other person and;
- 5) Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom.

Certificates of Insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the work. These Certificates shall contain a provision that coverages afforded under the policies will not be cancelled unless at least fifteen (15) days prior written notice has been given to the Owner. Minimum requirements are as follows:

General Aggregate	\$2,000,000	Products-Comp/Op Agg	\$1,000,000
Personal \$ Adv Injury	\$2,000,000	Each Occurrence	\$1,000,000
Med Exp (any 1 person)	\$10,000		

**Indemnification**

To the fullest extent permitted by law, contractor agrees to indemnify, defend and hold harmless the City of West Plains, its elected officials, officers, agents, volunteers, lessees, invitees and employees from and against all suits, claims damages, losses and expenses including but not limited to attorney’s fees, court costs or alternative dispute resolution costs arising out of or related to any such suit, claim, damage, loss or expense involving an injury to a person or persons, whether bodily injury or other personal injury(including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses were caused by the negligence or other wrongdoing of Contractor, or any supplier or subcontractor, or their agents or employees, directly or indirectly, regardless of whether caused in part by the negligence or wrongdoing of the City of West Plains or any of its agents or employees.

**Bid Bond Requirement**

No Bid Bond will be required for this project.

**Performance Bond Requirement**

If the bid price is above \$75,000.00 and upon acceptance of the bid and award of the contract, the successful bidder will be required to furnish a performance bond. The performance bond should be in an amount equal to 100% of the total contract value and should be issued by a surety company with a credit rating deemed acceptable by the City of West Plains.

The performance bond is intended to ensure the satisfactory completion of the project in accordance with the terms and conditions outlined in the contract. The successful bidder must provide the performance bond within 30 days from the date of contract award.

**Prevailing Wage Requirement**

In accordance with the State of Missouri’s Prevailing Wage Law (RSMo 290), the City of West Plains requires the use of **Missouri Prevailing Wage** on public works construction projects **when the total proposal price exceeds \$75,000.00**. If the awarded contract meets or exceeds this threshold, the contractor must comply with all prevailing wage requirements as established by the Missouri Department of Labor and Industrial Relations.

Under this requirement, the contractor shall:

- Pay all workers engaged in the project no less than the applicable prevailing wage rates for Howell County.
- Maintain accurate payroll records as required by state law.
- Submit certified payroll documentation to the City when requested.
- Post the applicable Annual Wage Order at the job site.
- Ensure all subcontractors also comply with prevailing wage requirements.

Failure to comply with Missouri Prevailing Wage Law may result in withholding of payments, penalties, or other remedies available to the City under state statute.

### **Bid Requirements**

All bids must include:

1. **Company information** – name, address, contact person, phone, email
2. **Detailed cost breakdown** for all work items on included Bid Sheet
3. **Estimated project timeline**
4. **List of subcontractors** (if applicable)
5. **Proof of insurance and licensing**

### **Bid Submission Instructions**

1. **Closing Submission Date**
  - a. All respondents to the RFB shall submit the bid to:

**City of West Plains  
Kristopher Bates, Purchasing Agent  
1910 Holiday Lane  
West Plains, MO 65775**

**Bids for:  
Siding Repair at Jimmie Carroll Sports Complex**

**Electronic Bids may be received at [purchasing@westplains.gov](mailto:purchasing@westplains.gov)**

- b. **Bids must be received at the** City of West Plains City Hall (1910 Holiday Lane, West Plains, MO 65775) no later than 2:00 p.m. on March 24, 2026.
- c. The proposal and all fees shall be included in one packaged and envelope. The RFB shall be clearly marked on the outside of the sealed envelope. If the proposal is sent by mail

or overnight delivery service, it is the responsibility of the firm to ensure that the bid is received by City of West Plains by the date and time specified above. **Late bids will not be considered.**

**2. Inquiries**

- a. Inquiries concerning this RFB should be directed to Mike Davis, Parks Director, Phone Number 417-256-7304 or email at [mike.davis@westplains.gov](mailto:mike.davis@westplains.gov)

**3. Conditions on Bids**

- a. All costs incurred in the preparation of a proposal responding to this RFB will be the responsibility of the firm and will not be reimbursed by City of West Plains.
- b. Fee proposal amounts must remain firm fixed amounts for 90 days from the proposal due date and remain in effect during contract.
- c. By agreeing to take part in this bid process, you agree to keep in confidence all information provided during the bid process, not to disclose it to third parties and not to use it for any purpose other than for the bid.

## **Evaluation Criteria**

The City of West Plains will conduct a comprehensive, fair and impartial evaluation of all bids received in response to the RFB. The City may select a selection committee to perform the evaluation. Each bid will be analyzed to determine overall responsiveness and qualifications under the RFB. Lowest price is not indicative to overall selection.

It should be specifically understood that this RFB does not create any obligation on the part of City of West Plains to enter any contract or to undertake any financial responsibility. Likewise, City of West Plains is not liable for any cost incurred by any consulting firm prior to the execution of a written contract, including efforts to generate and submit proposals, or any other costs incurred while participating in this RFB process.

City of West Plains also reserves the right to waive, alter, disregard, all portions of this RFB where the best interest of City of West Plains would not be served.

City of West Plains intends to notify the winning bid within 10 days of the bid due date.

**ATTACHMENT A -PRICING SHEET**

**Please include your own pricing sheet in this section.**

**ATTACHMENT B -SIGNATURE PAGE**

**Bidder Warranties**

1. The bidder certifies it can and will provide and make available, as a minimum, all services set forth in the RFB.
2. Bidder warrants that it is willing and able to comply with State of Missouri Laws with respect to foreign (non-state of Missouri) corporations (if applicable).
3. Bidder warrants that it is willing and able to obtain insurance providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees, or agents thereof.
4. Bidder warrants that it will not delegate or subcontract its responsibilities under its agreement with City of West Plains without the prior written permission from City of West Plains.
5. Bidder warrants that all information provided by it in connection with this bid is true and accurate.

Firm: \_\_\_\_\_

Signature: \_\_\_\_\_

Name (printed): \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_