

**MAYFIELD FIRST UNITED
METHODIST CHURCH**

**REQUEST FOR PROPOSALS
STAINED GLASS WINDOW ARTIST**

RFP No. 2024-001

**RELEASE DATE
JUNE 12, 2024 5:00 P.M. CDT**

**PROPOSALS WILL BE RECEIVED UNTIL
JUNE 26, 2022 4:00P.M. CDT**

**Mayfield First United Methodist
Church
1322 West Broadway
Mayfield, KY 42066**

**Mitzi Guhy
Chair of the Board
of Trustees**

**MAYFIELD FIRST UNITED
METHODIST CHURCH
RFP
STAINED GLASS WINDOW ARTIST**

Notice is hereby given that the Mayfield First United Methodist Church (MFUMC) is soliciting responses for **MFUMC Stained Glass Window Artist**. Interested and qualified respondents may submit RFP Packages, according to the requirements described herein, to Hafer, 21 SE 3rd Street, Suite 800, Evansville, IN 47708. **All RFP Packages are due by or before 4:00 pm CDT on June 26, 2024.** Any packages delivered to or received after the 4:00 pm deadline will not be considered and shall be returned unopened to the addressee.

MFUMC seeks a qualified vendor for the installation audio visual, phone, and security equipment. The vendor must coordinate with Hafer's engineering team. The vendor must also coordinate installation dates with the general contractor.

Any and all questions or requests for information relating to this Request for Proposal shall be **submitted in writing** by or before 4:00 pm CDT on June 19th, 2024.

Contact Information:

Jakson Faber, AIA Architect
Email: jfaber@haferdesign.com

Interested firms may not contact any staff member or other representative of MFUMC, except the above referenced individual with regard to this RFP. All inquiries will be routed to the appropriate staff member for response.

RFP Packages **MUST** be submitted in a **SEALED** envelope/container and clearly marked on the exterior of the package: **MFUMC Stained Glass Window Artist**. Each package submitted must have the respondent's name and mailing address marked plainly on the outside of the envelope/container. Each package shall consist of one (1) original paper submittal and five (5) copies, and one (1) USB flash drive containing one (1) Color PDF of the original documents of the RFP Package which shall include all required documents and any supplemental information.

Mail, Ship, or Hand Deliver RFP to:

HAFER

Attn: Jackson Faber, AIA Architect

RFP – MFUMC AV/TELEPHONE/SECURITY

21 SE 3rd Street, Suite 800

Evansville, IN 47708

I. INTRODUCTION

A. Purpose:

The MFUMC is accepting sealed Request for Proposal packages. The purpose of this Request for Proposals is to hire a qualified vendor for the installation stained glass windows as part of the construction of a new sanctuary in Mayfield, Kentucky. The vendor must coordinate with Hafer’s architecture and interior design team during the completion of the construction documents to confirm design intent. The artist must also coordinate installation dates with the General Contractor.

B. RFP Contact Information for Questions:

Any and all questions or requests for information relating to this Request for Proposal shall be submitted in writing by or before 4:00 p.m., June 19, 2024.

C. Contact Information

**Jackson Faber, AIA Architect
HAFER
21 SE 3rd Street, Suite 800
Evansville, IN 47708
Email: jfaber@haferdesign.com**

Interested firms may not contact any staff member or other representative of MFUMC, except the above referenced individual with regard to this RFP. All inquiries will be routed to the appropriate staff member for response.

D. Addenda:

Any and all clarifications, answers to questions, or changes to this RFP shall be provided through an Addendum. Any clarifications, answers, or changes provided in any manner other than a formally issued addendum, are to be considered “unofficial” and shall not bind the church to any requirements, terms or conditions not stated herein.

The church shall make every possible, good faith effort to issue any and all addenda no later than three (3) days prior to the due date for proposals. Any addenda issued after this date, shall be for material, necessary clarifications to the Request for Proposal.

E. Due Date & Location:

Packages submitted in response to this Request for Proposal must be delivered to and received by Hafer by or before 4:00 p.m. CDT, June 26, 2024. Any packages received after this deadline will be deemed unresponsive and shall be returned to the addressee unopened.

**Mail or Hand Deliver RFP Packages to:
HAFER
Attn: Jackson Faber, AIA Architect
RFP- MFUMC AV/TELEPHONE/SECURITY
21 SE 3rd Street, Suite 800, Evansville, IN 47708**

F. RFP Response Packaging Instructions:

To be considered, submit one (1) original paper submittal, five (5) copies, and one (1) USB flash drive containing one (1) Color PDF of the original documents of the RFP Package which shall include all required documents and any supplemental information. RFP Packages must be in a SEALED envelope/container and clearly marked on the exterior of the package: **MFUMC Stained Glass Window Artist.**

Each package submitted must also have the respondent's company name and mailing address marked plainly on the exterior of the envelope/container.

Requests for Proposals will be unsealed and reviewed by the Evaluation Committee after closing deadline. The unsealing of bids will occur at 5:00 p.m. CST on JUNE 26, 2024 at the Hafer office, 21 SE 3rd Street, Suite 800, Evansville, IN 47708.

G. Evaluation of Responses:

All properly submitted RFP Packages may be evaluated by an Evaluation Committee if administration determines. If so, each Evaluation Committee Team Member will receive a set of all RFP packages submitted and a copy of the RFP document with all issued Addenda.

The Following criteria listed will be used to evaluate each firm submitting proposals:

- a. Qualifications of the Firm/Relevant Project Experience (45 points)
- b. Understanding of Project/Technical Approach (20 points)
- c. Current Workload (15 points)
- d. Price (20 points)

MFUMC reserves the right to reject any or all proposals, waive irregularities or minor formalities, or award to /negotiate with the firm whose proposal best serves the interest of the church.

H. Contract Award:

A decision shall be made to enter into negotiations with the selected firm with the intention of coming to agreement over terms, conditions, and pricing in order to

award a contract for the services described herein. There is no guarantee a contract will be awarded.

I. Contract Performance:

At any point in time during the term of the Contract with the awarded vendor, MFUMC may review records of performance to ensure that the vendor is continuing to provide sufficient support, equipment and organization as prescribed herein. The church may place said contract on probationary status and implement termination procedures if it determines that the vendor no longer possesses or displays the qualifications which would have been necessary during the RFP evaluation period in order to comply with this demonstration of competency section.

II. General Requirements:

A. Background:

MFUMC seeks to hire a qualified vendor for the design and installation of stained-glass windows as part of the construction of a new sanctuary in Mayfield, Kentucky.

B. Scope of Work

The artist must coordinate with Hafer’s architecture and interior design team during the completion of the construction documents to confirm design intent. The artist must also coordinate stained glass window installation dates with the General Contractor.

Unless otherwise expressed in writing by MFUMC, all work will conform to the specifications in **ATTACHMENT A**.

C. Sub-Contractors:

If the Vendor elects to sub-contract with any firm, for any portion of the work, the Vendor shall be responsible for all work performed by any sub-contract and the Vendor shall not be relieved of any obligations under this Contract.

Each Respondent shall submit a list of proposed sub-contractors to be used if awarded the contract.

III. CONTRACT REQUIREMENTS

A. Insurance Requirements:

The Vendor shall not commence work under this Contract until he/she has obtained all insurance required under this section and such insurance has been approved by the MFUMC. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Kentucky. The Vendor shall furnish proof of Insurance to the MFUMC prior to the commencement of operations. The Certificate(s) shall clearly indicate the Vendor has obtained insurance of the type, amount, and classification as required by contract and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to MFUMC. Certificates shall

specifically include the MFUMC as Additional Insured for all lines of coverage except Workers' Compensation and Professional Liability. A copy of the endorsement must accompany the certificate. Compliance with the foregoing requirements shall not relieve the Vendor of its liability and obligations under this Contract.

Certificate Holder Address:

The Vendor shall maintain during the life of this Contract, Comprehensive General Liability Insurance with minimum limits of \$500,000 per occurrence, \$500,000 aggregate to protect the Vendor from claims for damages for bodily injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract, whether such operations be by the Vendor, or by anyone directly employed by or contracting with the Vendor.

The Vendor shall maintain during the life of the contract, Professional Liability or Errors and Omissions Insurance with minimum limits of \$500,000, if applicable.

The Vendor shall maintain during the life of this Contract, Comprehensive Automobile Liability Insurance with minimum limits of \$500,000.00 combined single limit for bodily injury and property damage liability to protect the Vendor from claims for damages for bodily injury, including the ownership, use, or maintenance of owned and non-owned automobiles, including rented/hired automobiles whether such operations be by the Vendor or by anyone directly or indirectly employed by a Vendor.

The Vendor shall maintain Umbrella or Excess Liability Insurance covering workers compensation, commercial general liability and business auto liability with minimum limits of liability of \$500,000.

The Vendor shall maintain Umbrella or Excess Liability Insurance covering workers compensation, commercial general liability and business auto liability with minimum limits of liability of \$500,000.

In the event of unusual circumstances, the MFUMC may adjust these insurance requirements.

B. Licenses, Permits & Fees:

The Vendor shall be responsible for obtaining and holding any and all necessary licenses, permits, certifications required to perform the work described herein throughout the duration of the contract. Payment of any fees or fines resulting in the lack of permits, licenses or certifications shall be the sole responsibility of the Vendor.

C. Contract Agreement & Term:

The intent of the MFUMC is to select the number one ranked firm through the evaluation process and to award a contract upon successful negotiations to that firm. The initial contract term shall be for a period of three (3) years, with an option to renew in one (1) year increments, for a period of two (2) one-year renewals. If the scope of work has not been completed.

It is expressly understood that the church's selection of any proposal does not constitute an award of a contract agreement with MFUMC.. Once the church has selected a proposal, contract negotiations will follow between MFUMC and the selected respondent; it is further expressly understood that no contractual relationship exists with MFUMC until a contract has been executed by both the church and the selected respondent.

D. Applicable Law:

The contract shall be governed by and construed in accordance with the laws of the State of Kentucky excluding its conflicts of laws, provisions, and any litigation with respect thereto shall be brought in the courts of the State. Vendor shall comply with applicable federal, state, and local laws and regulations.

E. Termination:

Failure on the part of the Vendor to comply with any portion of the duties and obligations under the contract agreement shall be cause for termination. If the Vendor fails to perform any aspect of the responsibilities described herein, MFUMC shall provide written notification stating any and all items of non-compliance. The Vendor shall then have seven (7) consecutive calendar days to correct any and all items of non-compliance. If the items of non-compliance are not corrected, or if acceptable corrective action as approved by MFUMC, has not been taken within the seven (7) consecutive calendar days, the Contract Agreement may be terminated by MFUMC for cause, upon giving seven (7) consecutive calendar days written notice to the Vendor.

In addition to the above, MFUMC may terminate the contract agreement at any time, without cause, upon thirty (30) days written notice to the Vendor.

F. Indemnification:

The Vendor agrees to indemnify and hold harmless MFUMC, its agents, officers and employees from and against any and all claims, losses, damages, causes of action, suits and liability of every kind, including all expenses of litigation, court costs, and attorney's fees, for injury to or death of any person or for damage to any property arising out of or in connection with the work done by the Vendor under the contractual agreement. Such indemnity shall apply regardless of whether the claims, losses, damages, causes of action, suits or liability arise in whole or in part from the negligence of the church, any other party indemnified hereunder, the Vendor, or any third party.

G. Public Records:

Proposers should be aware that this Request for Proposals and all responses thereto are

public records. If submitting documents which the proposer contends are exempt from disclosure under the State of Kentucky Act, the proposer shall provide a written statement at the time of submittal which shall describe the documents filed and which shall fully explain why the documents are designated as exempt from disclosure and must specifically cite any statute or other legal authority in support of such designation. Any such document shall be clearly designated as such on its face by the proposer and accompanying cover letter at the time of submittal and shall be placed in an envelope other than white. Each page of each document shall be marked "CONFIDENTIAL". Failure to identify confidential and/or proprietary information prior to submission of the proposal may result in such information being subject to release.

H. Acknowledgment of Amendments:

Proposers shall acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the proposal, by identifying the amendment number and date in the space provided for this purpose on the proposal form, or by letter. The acknowledgment must be received by MFUMC by the time and at the place specified for receipt of proposals.

I. Certification of Independent Price Determination:

The proposer certifies that the prices submitted in response to the solicitation have been arrived at independently and without, for the purpose of restricting competition, any consultation, communication, or agreement with any other proposer or competitor relating to those prices, the intention to submit a proposal, or the methods or factors used to calculate the prices proposed.

Note: The following clause shall be completed and conspicuously placed within the response:

PROSPECTIVE VENDOR'S REPRESENTATION REGARDING CONTINGENT FEES: The prospective Vendor represents as a part of such Vendor's proposal that such Vendor has/has not (*use applicable word or words*) retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract.

J. E-Verification:

If applicable, Vendor represents and warrants that it will ensure its compliance with the E-Verify Program, and will register and participate in the status verification system for all newly hired employees. The term "employee" as used herein means any person that is hired to perform work within the state. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. Vendor agrees to maintain records of such compliance. Upon request of the State and after approval of the Social Security Administration or Department of Homeland Security when required, Vendor agrees to provide a copy of each such verification. Vendor further represents and warrants that any person assigned to perform services hereafter meets

the employment eligibility requirements of all immigration laws. The breach of this agreement may subject Vendor to the following:

1. Termination of this contract for services and ineligibility for any state or public contract in the State of Kentucky for up to three (3) years with notice of such cancellation/termination being made public;
2. The loss of any license, permit, certification or other document granted to Vendor by an agency, department or governmental entity for the right to do business in Kentucky for up to one (1) year; or
3. Both.

In the event of such cancellations/termination, Vendor would also be liable for any additional costs incurred by MFUMC due to Contract cancellation or loss of license or permit to do business in the State.

K. Transparency:

This contract, including any accompanying exhibits, attachments, and appendices, is subject to all applicable state and local laws, ordinances, and charters. If a public records request is made for any information provided to MFUMC pursuant to the Agreement, MFUMC shall promptly notify the disclosing party of such request. The disclosing party shall promptly institute appropriate legal proceedings to protect its information. No party to the Agreement shall be liable to the other party for disclosures of information required by court order or required by law.

L. Trade Secrets, Commercial and Financial Information:

It is expressly understood that Kentucky law requires that the provisions of this contract which contain the commodities purchased or the personal or professional services provided, the price to be paid, and the terms of the contract shall not be deemed to be a trade secret or confidential commercial or financial information and shall be available for examination, copying, or reproduction.

M. Non-assignability:

No Submitter shall assign any interest in this contract by assignment, transfer, or novation, without prior written consent of MFUMC. This provision shall not be construed to prohibit the Submitter from assigning their bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to MFUMC.

N. Exclusions:

Submitter must certify that they have not been convicted of or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent Federal crimes. Submitter must further certify that they have not been convicted of or has not entered into a plea of guilty or nolo contendere to theft, identify theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery; Submitters' misapplication of payments,

malfeasance in office, or their equivalent Federal crimes within the five (5) years prior to submitting the submittal.

O. Disclosure:

Submitter must disclose whether it provides services or pays commissions to any employee or representative of MFUMC. If so, Submitter must disclose to whom services are provided and/or commissions are paid. Both positive and negative responses must be submitted.

P. Termination for Cause and Convenience:

Proposer acknowledges this contract contains termination provisions including the manner in which termination shall be affected and the basis for settlement. In addition, such provisions shall describe conditions for termination due to fault and for termination due to circumstances outside the proposer's control.

Q. Severability Clause:

If any one or more of the provisions contained in this Agreement shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this Agreement, and in such an event, this Agreement shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

R. Venue

This Agreement shall be governed by the laws of the Commonwealth of Kentucky. Proper venue for any lawsuit arising under the terms of this Agreement shall be the Graves County, Kentucky Circuit Court, the City and any appropriate Appellate therefrom. Proposer hereby agrees and consents to personal and/or in rem jurisdiction of the trial and appropriate Appellate courts.

S. Discrimination Clause:

The vendor agrees to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and Proposer agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

T. Equal Employment Opportunity

During the performance of this contract, the contractor agrees to abide by 41 C.F.R. Part 60-1.4(b).

U. Contract Work Hours and Safety Standards Act

The regulation at 29 C.F.R. § 5.5(b) provides contract clause language concerning compliance with the Contract Work Hours and Safety Standards Act.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (b)(1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (b)(1) of this section, in the sum of \$27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (b)(1) of this section.

(3) Withholding for unpaid wages and liquidated damages. The OWNER shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (b)(2) of this section.

(4) Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (b)(1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (b)(1) through (4) of this section.

V. Clean Air Act

(1.) The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.

(2.) The contractor agrees to report each violation to the OWNER and understands and agrees that the OWNER will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

(3.) The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

W. Federal Water Pollution Control Act

(1.) The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.

(2.) The contractor agrees to report each violation to the owner and understands and agrees that the owner will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

(3.) The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

X. Suspension and Debarment

(1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the contractor is required to verify that none of the contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by the owner. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the church, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions. a. Standard. Each tier certifies to the tier above that it will not and has not used Federal appropriated.

Y. Procurement of Recovered Materials

(1.) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired—

- a. Competitively within a timeframe providing for compliance with the contract performance schedule;
- b. Meeting contract performance requirements; or
- c. At a reasonable price.

(2.) Information about this requirement, along with the list of EPA- designated items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>

(3.) The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.”

Z. Access to Records

The Contractor agrees to provide the OWNER, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

In compliance with the Disaster Recovery Act of 2018, the OWNER and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

AA. DHS Seal, Logo and Flags

The contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

BB. Changes

No additional changes, enhancements, or modifications to any contract resulting from this RFQ shall be made without the prior approval of the OWNER. Any modifications to the provisions of this contract shall be in writing, signed by all parties and approved the required authorities.

Changes to the contract include any change in compensation; beginning/ ending date of the contract; scope of work; and/or Contractor change through the Assignment of Contract process. Any such changes, once approved, will result in the issuance of an amendment to the contract.

II. Compliance with Federal Law, Regulations, and Executive Orders

This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract. The Contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures, and directives.

JJ. No Obligation by Federal Government

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

KK. Program Fraud and False or Fraudulent Statements or Related Acts

The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor’s actions pertaining to this contract.

LL. Byrd Anti-Lobbying Amendment

Byrd Anti-Lobbying Amendment, 31 U.S.C. 1352, as amended by the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, et seq.]-Contractors who apply or bid for an award of \$100,000 or more shall file the certification required by 49 CFR part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or

attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-federal funds with respect to that federal contract, grant or award covered by 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the recipient.

MM. Attorney’s Fees

To the extent authorized by law, in the event that either party brings suit for enforcement of this Agreement, the prevailing party shall be entitled to attorney's fees and court costs in addition to any other remedy afforded by law.

IV. REQUEST FOR PROPOSALS SUBMITTAL REQUIREMENTS

A. Respondent Responsibilities:

Respondents are responsible for any and all costs associated with developing and submitting an RFP Package in response to this Request for Proposals. Respondents are also solely responsible for any and all costs associated with interviews and/or presentations requested by MFUMC. It is expressly understood, no Respondent may seek or claim any award and/or reimbursement from the church for any expenses, costs, and/or fees (including attorneys' fees) borne by any Respondent, during the entire RFP process. Such expenses, costs, and/or fees (including attorneys' fees) are the sole responsibility of the Respondent.

All RFP Packages received in response to this Request for Proposals shall become the property of the MFUMC and will not be returned. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the MFUMC.

By submitting an RFP Package, each Respondent certifies that the proposer has fully read and understands any and all instructions in the Request for Proposals,

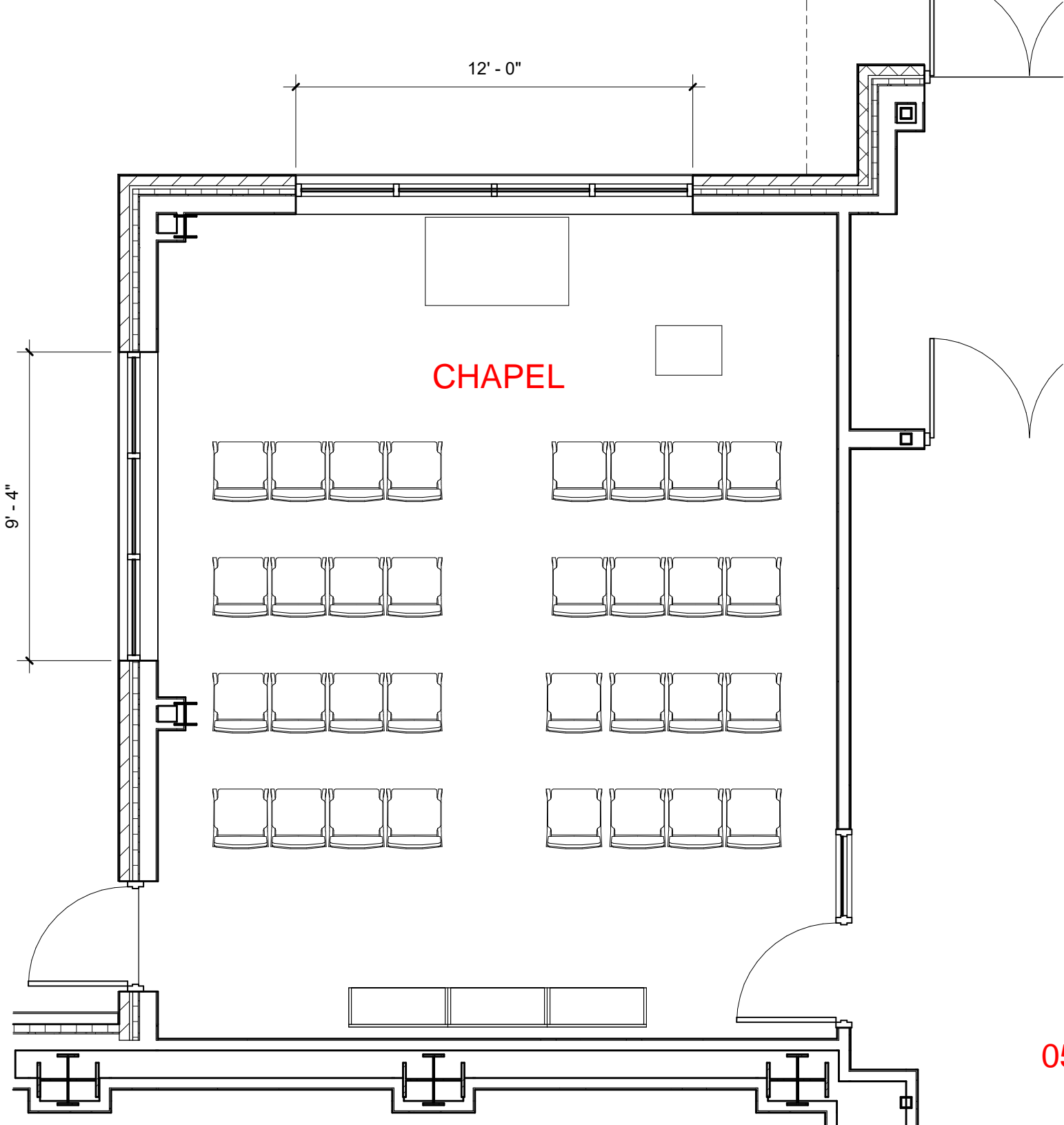
and has full knowledge of the scope, nature, and quality of work to be performed. All RFP Packages submitted shall be binding for one hundred twenty (120) consecutive calendar days following the submittal due date.

MAYFIELD FIRST UNITED METHODIST CHURCH

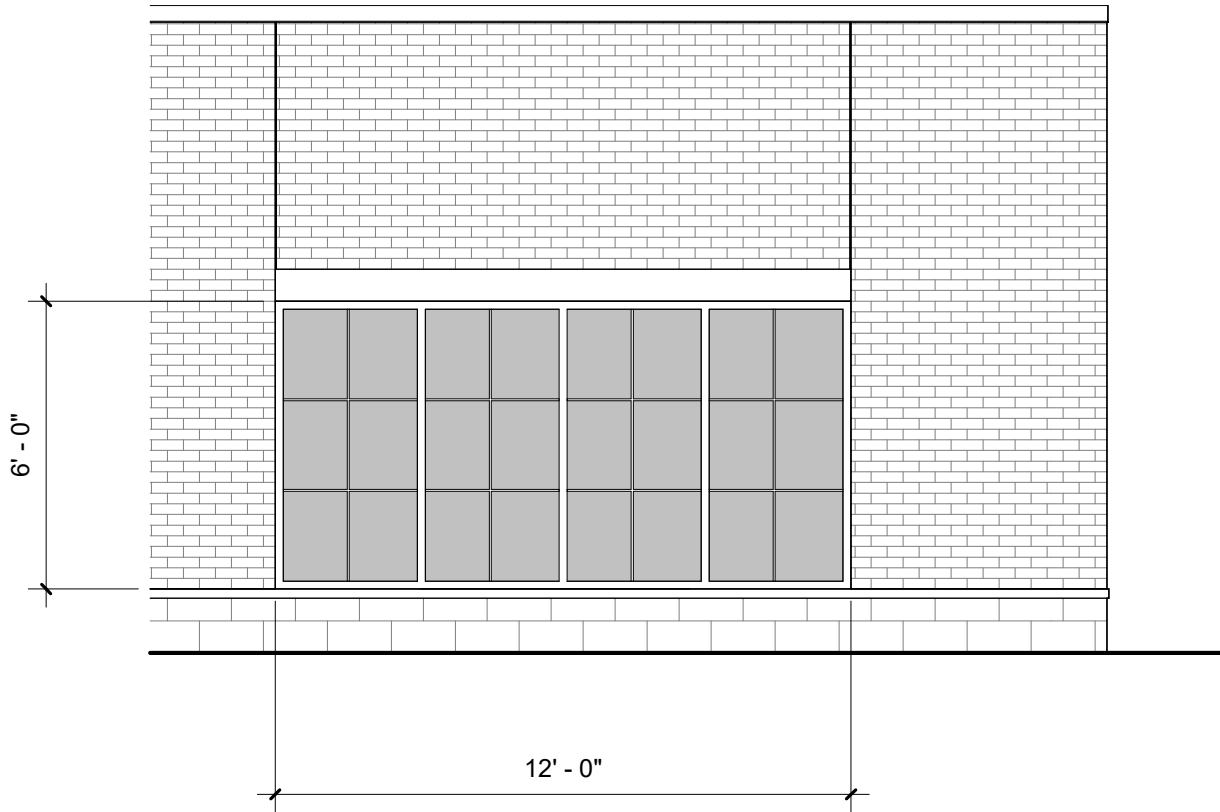
REQUEST FOR PROPOSALS
STAINED GLASS WINDOW ARTIST

RFP No. 2024-001

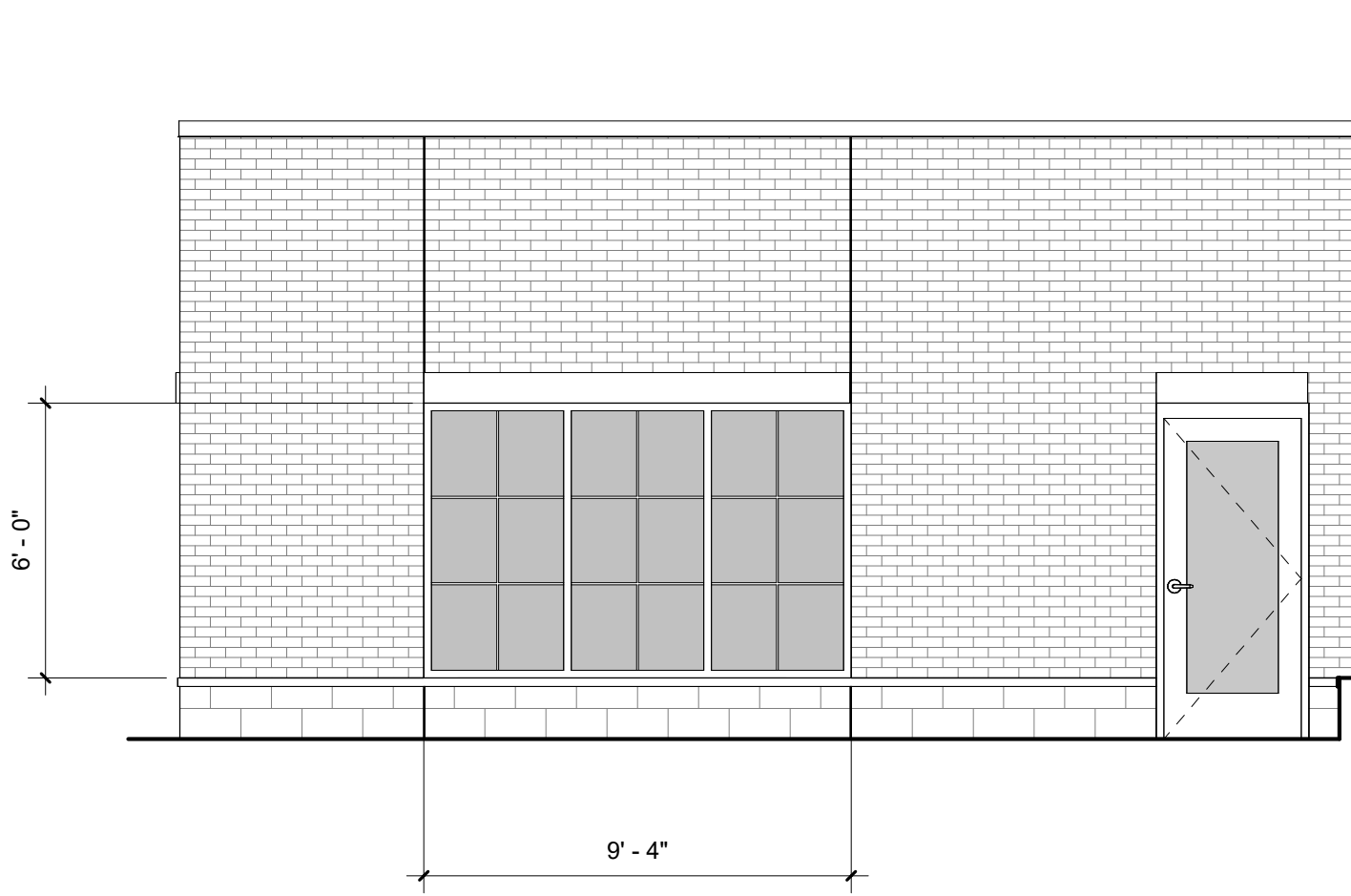
ATTACHMENT A



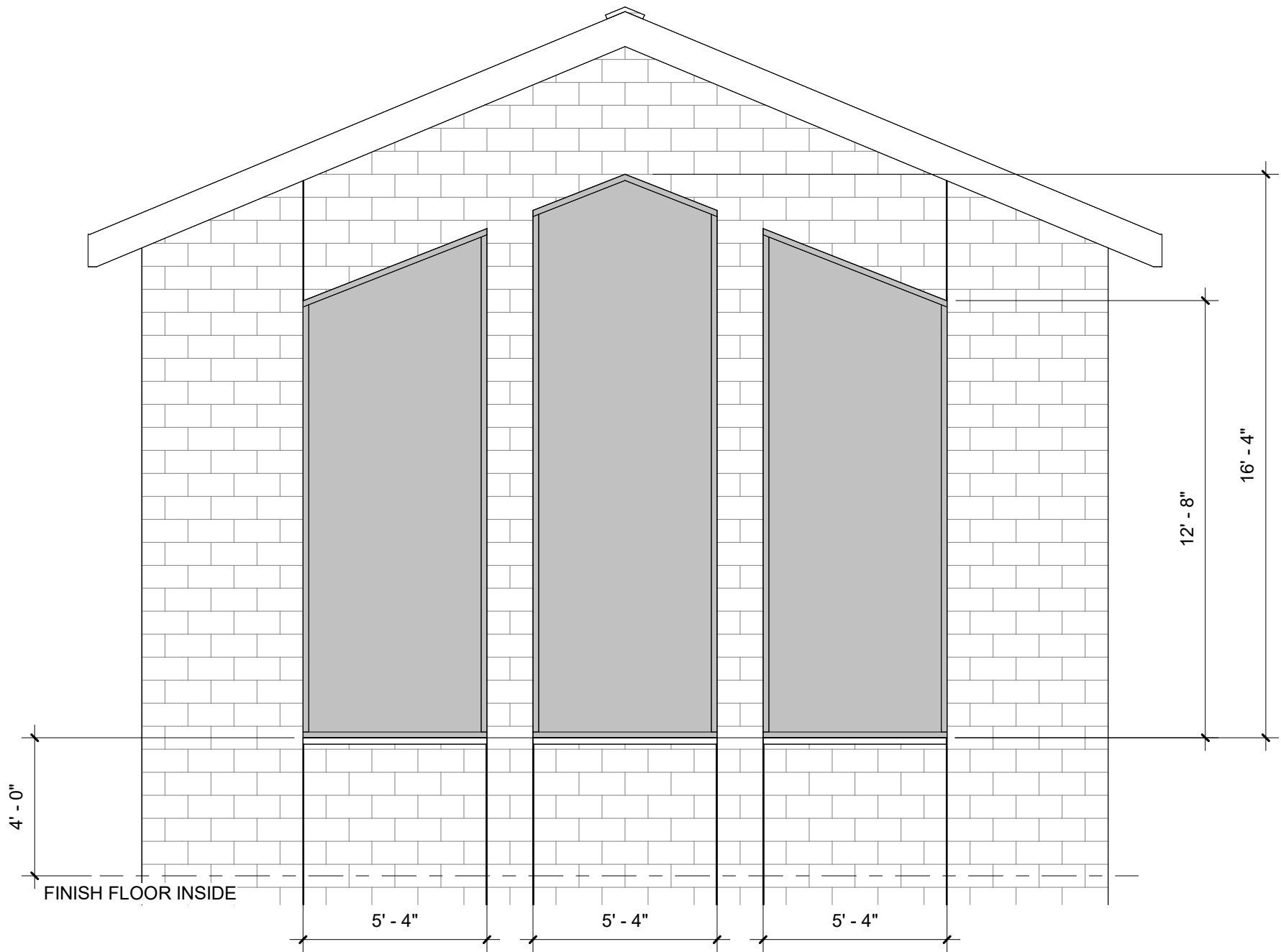
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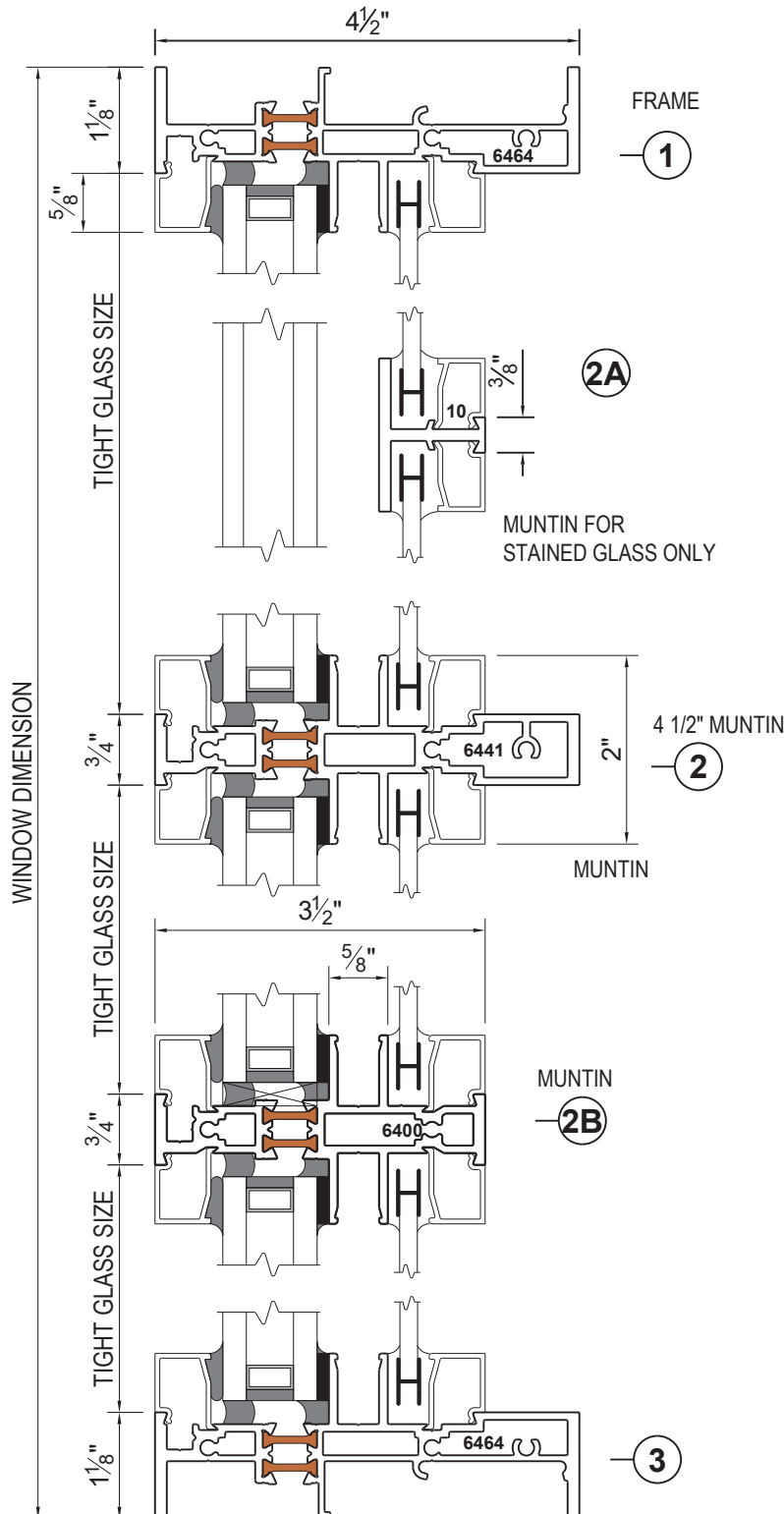


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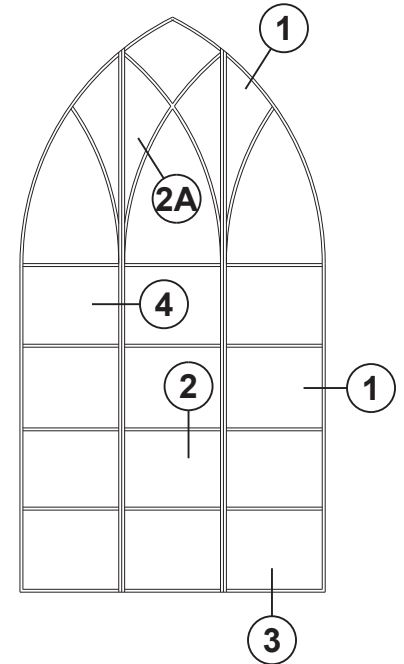


6440 Series - 4 1/2" Deep Windows

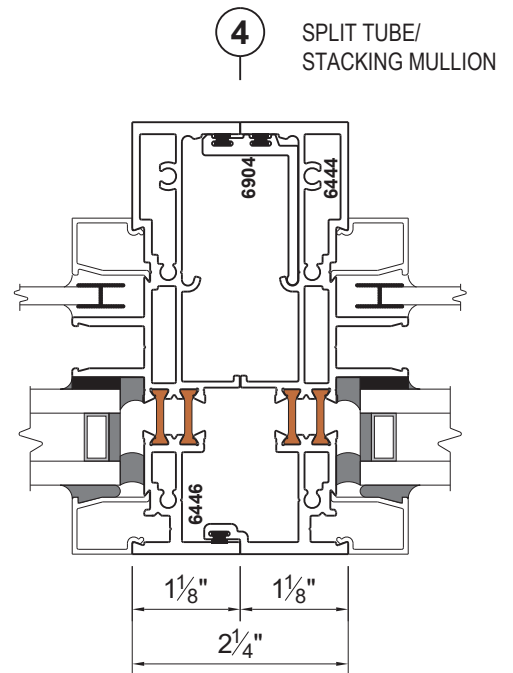
The 6440 Series is 4 1/2" deep and is used for large windows or for design variation. The 6440 Series lines up with, and is interchangeable with the 6400 and 6450 Series. 6400 Series ventilators can easily be incorporated into the 6440 Series. All sections can be used horizontally or vertically.



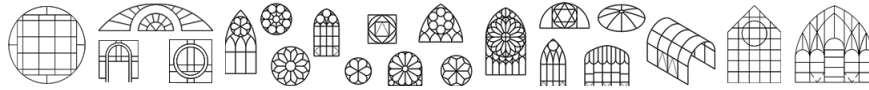
Protruding On Interior



Typical Elevation



SCALE = HALF SIZE

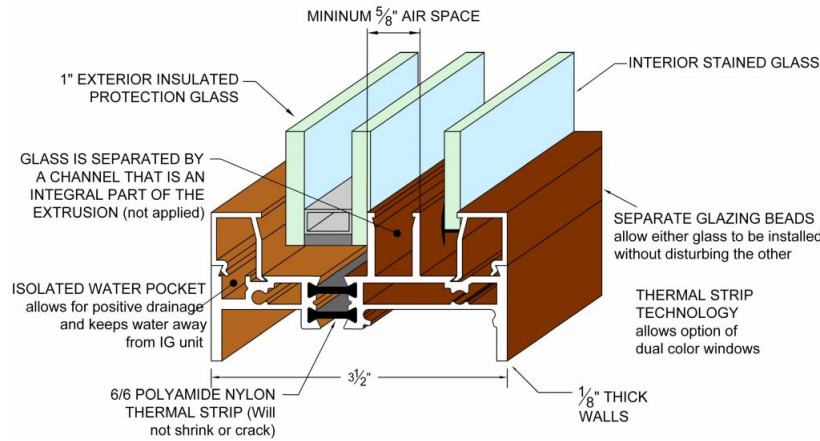


- Church Windows
- 6400 Series
- 6440 Series
- 6450 Series
- 300 Series
- 400 Series
- Custom Architectural Windows
- 4200 Series
- 4240 Series
- 200X Series
- 240X Series

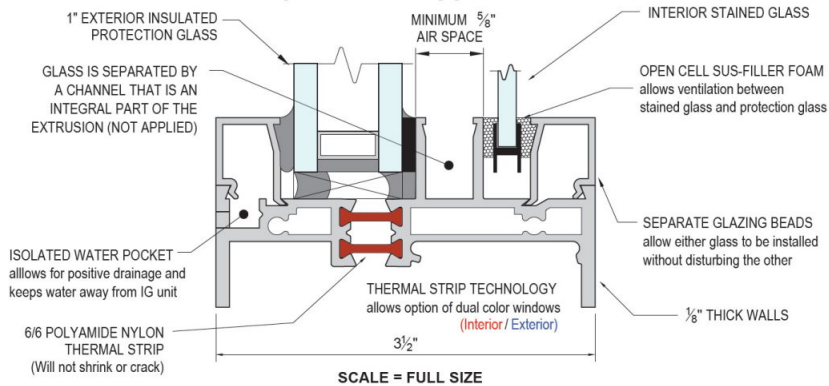
6400 Series Stained Glass Church Window Frame for Stained Glass and Insulated Protection Glass

Hurricane/Impact Code Approved FL# 14163

6400 Series The 6400 Series is a heavy triple glazed Church Window incorporated into a 3 1/2" thermally broken frame. This Church Windows is made for insulated protection glass and Stained Glass. It is Hurricane/Impact approved and is available with hurricane glazing. The thermal break is achieved with the use of Thermal Strip technology. Two different aluminum extrusions can be finished independent of each other and then joined with polyamide nylon strips. The result is a stronger thermally improved window with the possibility of different finishes interior and exterior. This combination, along with triple contact weather-stripping in the ventilator, provides maximum condensation resistance and superior insulation making it the ideal choice for church windows when heating, condensation, noise and protection of stained glass are factors.



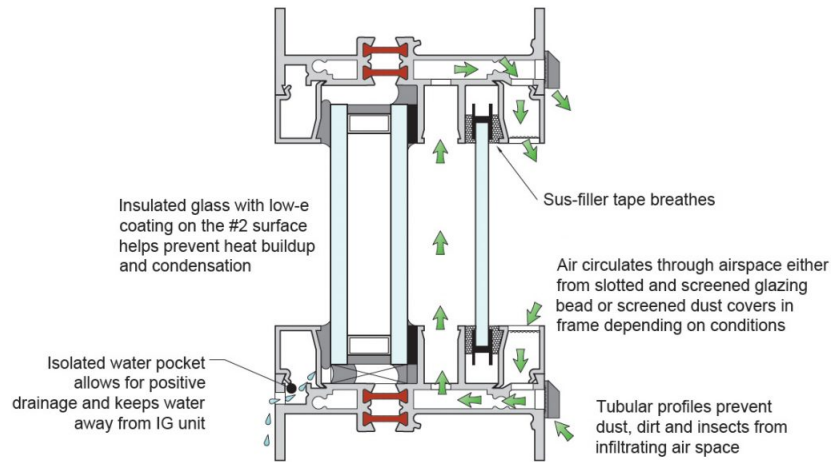
Hurricane/Impact Code Approved FL# 14163



Features:

- Main frame and sash members are a full 3 1/2" deep. Ventilators, frame, muntins and meeting rails are double tubular and will meet or exceed AAMA P-HC70 F-AW80 monumental performance specifications. Hurricane/Impact Design Pressure-DP65
- Triple glazed thermal barrier design that can accommodate 1" protective insulated glass with another 5/8" airspace between the art glass insulates the cold outside temperatures from the warmer inside temperature and helps prevent condensation and noise infiltration.
- Venting is available to help eliminate condensation between the stained glass and the insulated protective glass. Vent holes are screened and hooded to prevent insect, dust and water infiltration.
- The thermal strip is a specially formulated and constructed extrusion of glass fiber reinforced 6/6 polyamide nylon. Besides being thermally efficient, these high strength strips have the same coefficient of expansion as aluminum so that the structural integrity of the window is intact.
- The separation of art and protective glass is achieved by a channel that is an integral part of the extrusion. (Not an add on piece.) This channel acts as a condensation gutter and helps prevent air and water infiltration.
 - Ventilators have 3 rows of continuous weather-stripping.
- Windows can also accommodate interior faceted glass and an exterior protective glass.
- Special Feature: Large sections of insulated glass can be installed on the exterior and for the art glass special narrow siteline muntins can be placed in the interior of the frame in virtually any shape or size to suit the design and help keep costs down. (These interior muntins can also be installed at a later date to fit the design.)
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WEEPING AND VENTING



Weeping the exterior insulated glass to prevent glass failure

The greatest cause of insulated glass failure is the seal around the glass breaking down. That is usually caused by water coming in direct contact with the seal. Water is the enemy of the seal and the seal will deteriorate without proper weepage. Insulated glass manufacturers will not warranty their glass if water is not weeped away from the glass. The 6400 Series church window features an isolated water pocket away from the glass to prevent the insulated glass from sitting in water. The system allows positive weepage away from the glass to the exterior.

Venting to reduce condensation and heat buildup

Condensation and heat buildup between the protective glass and the stained glass can deteriorate the stained glass. There are many ways to combat condensation and heat buildup in a church window. The 6400 Series church window with insulated glass and its thermal break frame will be adequate in most cases. Due to variables such as location, altitude, climate, humidity and orientation to the sun some conditions will require additional measures. For more extreme conditions **Sussman Architectural Products LLC** recommends the following options:

- We recommend using SUS-FILLER tape to glaze the interior stained glass. SUS-FILLER is a single sided self adhesive open cell foam tape. It is used instead of caulking or glazing tape and allows the air space between the glasses to breathe yet will filter out dust, dirt and insects. The glass is dry set which makes for a simple, fast, clean and economical installation.
- Using high performance glass such as glass with a low-emittance (low-E) coating (on the #2 surface) is an excellent way to reduce heat buildup between the glasses and condensation. Low-E glass coatings reduce solar heat gain while retaining high visible transmittance. Air conditioning and heating costs will be further reduced by using high performance protective glass.
- Venting within the window can be achieved by strategically placing special ventilation slots in the frame and glazing beads. Slots at the top and bottom allow air to circulate by natural convection. This cools off the airspace and helps eliminate condensation. The tubular profiles in the 6400 church window prevent dirt and dust around the perimeter from infiltrating the air space.
- The 6400 Series is interchangeable with and lines up with the 6440 and 6450 Series.

Downloads: [#6400 PDF](#) | [SPECS](#) | CAD Drawings available upon request.

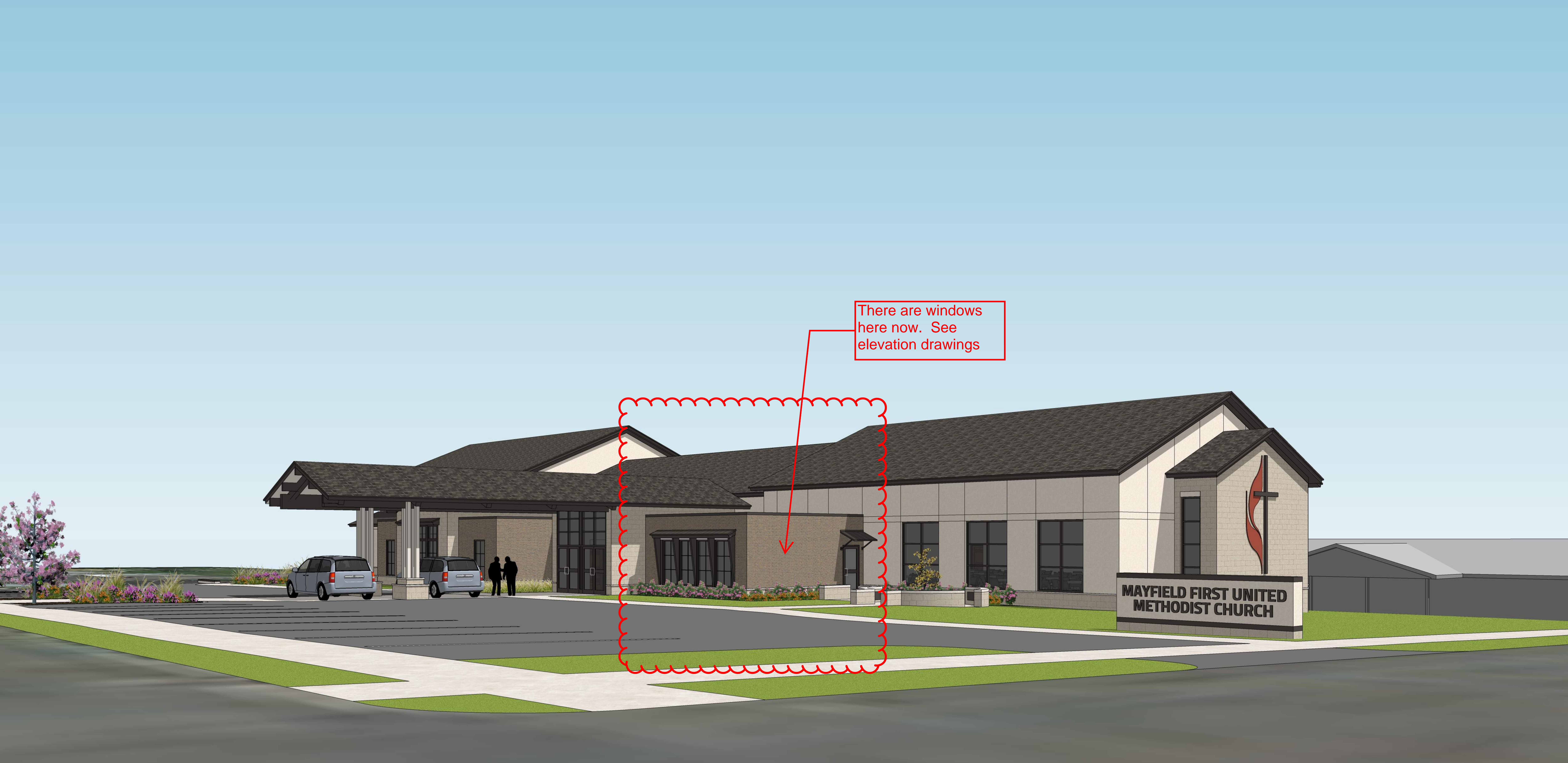


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METHODIST CHURCH**



There are windows here now. See elevation drawings

