

Simon House, Inc.
P.O. Box 5174
Frankfort, KY 40602
www.simonhouseky.org



Simon House Community Services
208 West Campbell St
Frankfort, KY 40601
Phone (502) 223-2138

REQUEST FOR PROPOSAL (RFP)

Fire Escape Stairway Construction – Simon House
208 Campbell Street, Frankfort, KY 40601

Issue Date: August 18, 2025

Proposal Due Date: August 31, 2025

1. INTRODUCTION

Simon House is seeking proposals from qualified contractors to construct a new exterior fire escape stairway at 208 Campbell Street, Frankfort, KY. This project will be completed in accordance with the 2018 Kentucky Building Code, the 2015 Kentucky Existing Building Code, and the structural plans and details provided by the project engineer.

2. PROJECT OVERVIEW

The project includes but is not limited to:

- Construction of a multi-landing exterior fire escape stairway per the structural drawings (Sheets S001, S101, S102, S103, S201, S301).
- Foundation work, including excavation, formwork, reinforcing steel installation, and concrete placement as specified.
- Installation of pressure-treated lumber framing, beams, joists, and stair stringers per design detail.
- Installation of handrails and guardrails to meet code requirements.
- Coordination with the project architect for integration with existing building elements.
- Compliance with all applicable codes, safety standards, and inspection requirements.

Simon House, Inc. is a 501(c)(3) nonprofit emergency shelter for homeless individuals and families and assists low-income community families.

Executive Director

Tasha R. Gray

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United Way of the Bluegrass
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Franklin County Fiscal Court
City of Frankfort

Simon House, Inc. is an equal opportunity organization and will not allow discrimination based upon age, ethnicity, ancestry, gender, national origin, disability, race, size, religion, sexual orientation, or any other status prohibited by applicable law.



3. SCOPE OF WORK

A. Site Preparation & Foundations

- Verify all field dimensions and existing conditions.
- Provide excavation, shoring, and bracing as needed.
- Install concrete footings and stair bases per plans, with specified reinforcement.
- Backfill and compact soil as required.

B. Framing & Structure

- Install pressure-treated dimensional lumber as specified:
 - PT 2x12 stringers (solid and notched, attached together with structural screws).
 - PT beams, joists, and columns per framing plans.
- Install connections using Simpson Strong-Tie hardware per manufacturer's specifications.
- Provide all knee braces, post bases, and hangers as detailed.

C. Stairs & Landings

- Maintain uniform rise and run within 3/8" tolerance.
- Ensure treads support 300 lb. concentrated loads; stringers support 40 psf uniform loads.
- Provide landings per code requirements for size and spacing.
- Provide slope for drainage where required.

D. Handrails & Guardrails

- Install handrails between 34"–38" above tread nosing, continuous full length of stair flights, with required returns and clearances.
- Install guardrails minimum 42" height where required, with baluster spacing per code.

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- Ensure railings meet required load capacity.

E. Code Compliance & Inspections

- Coordinate all inspections with the city building department.
- Comply with the 2018 Kentucky Building Code and 2015 Kentucky Existing Building Code requirements.
- Provide final as-built drawings if modifications are made.

4. CONTRACTOR REQUIREMENTS

- Licensed and insured contractor in the Commonwealth of Kentucky.
- Demonstrated experience in similar exterior stairway construction.
- Ability to meet project timeline and budget.
- References from at least three similar projects.

5. PROPOSAL REQUIREMENTS

Proposals must include:

1. **Company Information** – Name, address, contact information, licenses, insurance.
2. **Project Understanding** – Summary of your understanding of the scope and key challenges.
3. **Proposed Approach & Schedule** – Construction sequencing and timeline.
4. **Cost Proposal** – Itemized breakdown of labor, materials, equipment, permits, and contingencies.
5. **Relevant Experience** – Project examples and references.
6. **Subcontractors** – List any subcontractors to be used.

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6. EVALUATION CRITERIA

Proposals will be evaluated based on:

- Cost competitiveness.
- Contractor qualifications and experience.
- Schedule feasibility.
- Quality of proposed approach.

7. SUBMISSION INSTRUCTIONS

Submit proposals electronically in PDF format to:

Rebecca Saager

rsaager@live.com

502-316-8899

Mail: Simon House, Attn: R. Saager, 208 W. Campbell St, Frankfort KY 40601

Proposals must be received by August 31, 2025. Late submissions will not be considered.

8. PROJECT TIMELINE

- RFP Issue Date: August 18, 2025
- Questions Due: August 27, 2025
- Proposal Due Date: August 31, 2025
- Contractor Selection: September 1-8, 2025

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- Project Start:
- Project Completion: December 1, 2025

9. ADDITIONAL INFORMATION

Contractors are encouraged to conduct a site visit before submitting proposals.
All work must be performed in accordance with OSHA standards and applicable local safety regulations.

Attachments:

- Structural Plans & Details (Sheets S001, S101, S102, S103, S201, S301)

2018 Kentucky Building Code and 2015 Kentucky Existing Building Code.

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