



REQUEST FOR QUOTES
2020 Parking Lot Crack Seal, Seal Coat and Striping
VILLAGE OF BELLEVUE, WISCONSIN
July 31, 2020

SCOPE OF WORK:

The Village of Bellevue (VILLAGE) is requesting quotes for a contractor to provide crack sealing, seal coating and striping of the Village-Owned parking lot located at 2828 Allouez Ave. Green Bay, WI 54311. See below for specifications and quote requirements.

NAME OF THE QUOTE: 2020 Parking Lot Crack Seal, Seal Coat and Striping

DEADLINE FOR QUOTE SUBMITTAL: **Monday, August 17, 2020 11:00am CST**

Quotes Shall Be Submitted to: Village of Bellevue
2020 Parking Lot Crack Seal, Seal Coat and Striping
Attn: Adam Waszak
2828 Allouez Ave. Green Bay, WI 54311

GENERAL INSTRUCTIONS:

Method of Submittal: Mail, email, or in person

Submittal Documents Required: Statement of Qualifications with 3 References,
Product Literature (specifications sheet), Product
Warranty Information, Quote Submittal Form

Contact Person: Adam Waszak
Director of Parks, Recreation and Forestry
awaszak@villageofbellevue.org
Phone: (920) 593-5515

1.0 Specifications

The Village of Bellevue is requesting quotes for a contractor to provide crack fill, seal coat and striping services at the Village Offices (2828 Allouez Ave. Green Bay, WI 54311)

The contractor shall provide all materials, equipment, and labor for the project. Contractor is responsible for site clearing of materials and proper disposal of items removed. Contractor is responsible for blocking/barricading the parking lot prior to, during and after work. Blocking/barricading shall remain in place until all areas are fully cured and able to receive vehicular traffic. Contractor is responsible for all local building permits and licenses applicable as required by the Village of Bellevue (fees are waived for permits required from the Village of Bellevue). Quotes will only be considered from firms/contractors with the capabilities, experience, and expertise for this type of work. Contractors must explain their qualifications to perform this type of work and provide at least 3 references of similar, past projects successfully completed within the past 2 years that the Village of Bellevue may contact to verify contractor's experience and qualifications for this type of work.

The parking lot and drive area square footages are approximate and all contractors shall make their own field measurements prior to bidding. Your bid shall be based on the actual field measurements and not on the approximate amounts of the square footages involved. No extras will be allowed because of the difference between the Village supplied square footages and the actual field measurements of the contractors. Each contractor shall supply the actual field measurements that they have recorded for the parking lot and drive on the proposal.

Crack Sealing

Crack sealer shall be an asphalt-based product designed to be used to fill cracks and joints in asphalt. The product shall have the ability to seal out water. Materials used must meet ASTM-D-6690 standards.

Working Methods

- All cracks or joints that are greater than one-quarter (1/4) inch shall be properly prepared and sealed using these crack sealing specifications and/or the manufacturer's specifications.
- No sealant shall be installed unless the ambient and pavement temperature are forty (40) degrees and rising. There shall be no fog and no chance of rain. If rain or fog delays the sealing operation, the cracks and joints shall be allowed to dry and shall have additional cleaning as required to remove any debris that may have been washed into the cracks or joints. The cracks and joints shall be completely dry before the seal treatment can resume. The vendor may use the Hot Compressed Air Lance method of cleaning and drying the cracks and joints with the approval of the Village's Project Manager. The vendor shall ensure the existing asphaltic concrete surface is not overheated if this method is used.
- All cracks and joints shall be cleaned free of all deleterious materials, including any dust, old sealant, and organic material by using high-pressure air. All cracks

and joints are to be clean and sufficiently dry before any crack sealing material is applied. All old material and other debris removed from the cracks and joints shall be removed from the pavement surface immediately. Any cracks and joints that are not sealed the same day they are prepared shall be blown out with high-pressure air before the sealing operation continues. The vendor shall limit the amount of dust created from this operation.

- The temperature of the sealant shall be heated/maintained using the manufacturer's recommended procedures. The sealant compound shall be melted slowly with constant agitation until it is in a lump-free, free-flowing state, and within the temperature range recommended for application by the manufacturer. Care shall be taken to insure that the sealant is not heated above the recommended maximum temperature or for longer than the recommended time. The Village's Project Manager shall have the right to reject the product if it is determined that this has occurred.
- The sealant shall be applied in the crack or joint uniformly from the bottom to the top and shall be filled without formation of entrapped air or voids. The level of the sealant shall be even with the surface of the asphaltic concrete. At no time shall the sealant be recessed more than one-eighth (1/8) inch below or raised one-sixteenth (1/16) inch above the adjacent surface. A squeegee may be used to remove excess sealant from the pavement surface when a crack or joint is overfilled. At no time shall the sealant overburden be more than one (1) inch from the crack or joint edges.
- A blotting material shall be broadcast or sprayed over the fresh sealant to prevent it from being picked up and tracked. Any excessive or spilled sealer shall be removed by the vendor using approved methods.
- The vendor shall be responsible for any claims of crack seal tracking. If there is a claim, the vendor shall be responsible for applying more blotting material as necessary and addressing the tracked material by either removing or repairing the item that was affected.

Seal Coating

The area designated for seal coating is roughly 60,500 sq. ft.

- Prior to application of coatings protect adjacent curbs, walks, fences, buildings and other items in the work area.
- Prior to seal coating asphalt repairs and crack sealing shall have sufficient curing time as required by the manufacturer's specifications. The surface shall also be thoroughly cleaned and free from all loose material, dirt, and debris using brooms, air blowers and/or power sweepers. Surface must be dry before coatings are installed.
- Vegetation removal, crack sealing, and asphalt repair repairs shall be completed as described above.
- Scrub and clean grease, oil, and gasoline spots with soap and water and prime according to seal coat manufacturer's specifications.

- Care shall be exercised to leave no unsightly appearance from handwork and the surface shall appear uniform with the machine surface. The same type of finish as applied by the spreader box shall be required
- Sealed areas shall be barricaded to traffic and may not be opened to traffic during the curing period as recommended by seal coat manufacturer's installation instructions.

Striping

Striping will consist of 2 handicap designated parking stalls, 3 pedestrian walkways and 41 parking stalls.

Contactor shall supply a one-year materials and workmanship warranty. The warranty period will begin upon the VILLAGE's final acceptance and approval.





2.0 **Site Visit**

Contractors are recommended to visit the site prior to submitting any quotes. The contractor shall verify all dimensions on site. The attached facility aerial photos are provided for reference purposes to identify the specific job areas and is provided for reference purposes only. The contractor is responsible to examine the areas for compliance with requirements for installation and other conditions affecting performance of products per the manufacturer's requirements and specifications. Any conditions that must be altered to properly install proposed system(s) must be addressed with submission of bid in writing.

3.0 **Completion & Liquidated Damages**

Contractor must fully complete work no later than 12:00pm, October 12, 2020. Failure to complete by October 12, 2020 will result in a \$100 per day past that date liquidated damages penalty.

4.0 **Insurance and Indemnification**

Upon entering into a contract with the Village of Bellevue, insurance certificates and bonds representing the following must be presented by party submitting successful proposal:

The Contractor shall furnish the VILLAGE with proof of insurance in the amount as required by the approved specifications covering any public liability or property damage by reason of the operation of the Contractor, or Contractors' equipment, laborers, and hazard caused by said improvements. No construction (including grading) may start until

proof of insurance is received. Insurance required is as follows:

1. Insurance Requirements

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with performance of the work hereunder by the Contractor, his agents, representative, employees or subcontractors. The cost of such insurance is the Contractor's responsibility.

2. Minimum Scope of Insurance

Coverage shall be at least as broad as: Insurance Services Office commercial general liability coverage, "occurrence" form CG 0001. Insurance Service Office form number CA 0001 covering automobile liability, code 1 "any auto" and endorsement CA 0025. Workers' compensation insurance, as required in Wisconsin State Statutes, and employer's liability insurance.

3. Minimum Limits of Insurance

Contractor shall maintain limits no less than general liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. A combination of primary and excess to meet this limit is acceptable. Automobile liability: \$1,000,000 combined single limit per accident for bodily injury and property damage. Workers' compensation and employers' liability: Workers' compensation limits as required by Wisconsin State Statutes and employer's liability limits of \$500,000 per accident.

4. Verification of Coverage

The Contractor shall furnish the VILLAGE with certificates of insurance as evidence of the required coverages. The certificates are to be provided to the VILLAGE and must be received and approved by the VILLAGE before work commences. The VILLAGE reserves the right to require and the Contractor shall furnish complete, certified copies of all required insurance policies, at any time. The VILLAGE'S failure to notice or notify the Contractor of any coverage deficiencies that may be apparent in the documents submitted to the VILLAGE shall not relieve the Contractor of responsibility to provide coverages required in this contract.

5. The Contractor shall provide an Umbrella Liability Policy of:

TWO MILLION DOLLARS (\$2,000,000).

6. The Contractor shall list The Village of Bellevue as an additional insured with respect to the aforementioned policy limits.

The cancellation clause on all certificates of insurance shall read as follows:

"Should any of the above described policies be cancelled before the expirations date thereof, the issuing company will mail 30 days written notice to the certificate holder named herein." (No modification to this clause will be accepted.)

5.0 **References**

Include with your quote a minimum of three and maximum of five references of a similar project. Include company name, contact name and telephone number as well as a brief project description.

6.0 **Project Contact**

Adam Waszak

Parks, Recreation and Forestry Director, Village of Bellevue

(920) 593-5515

awaszak@villageofbellevue.org

7.0 **Clarification and/or Revisions to the Specifications and Requirements**

Contractor must examine the documents carefully and before submitting a quote, may request from the Village's contact person(s) additional information or clarification. A Contractor's failure to request additional information or clarification shall preclude the Contractor from subsequently claiming any ambiguity, inconsistency, or error.

The Village is relying on the contractor to provide its professional experience and expertise with regard to industry standards for the project being quoted. If contractor believes specifications are not within industry standards, contractor must bring its objection or concern to the Village's attention.

The Village will issue responses to inquiries and any other corrections or amendments it deems necessary in a written addendum prior to the quote due date. Contractors should rely only on the representations, statements, or explanations that are contained in this document and any written addendum to this document. Where there appears to be a conflict between the document and any addendum issued, the last addendum issued will prevail.

All questions resulting in further clarification or modification to this (RFQ) document will be handled by written addenda. Questions shall be directed to the contact listed in 6.0. Questions must be asked at least three (3) business days prior to the proposal due date. Questions received after this time may not be answered. Any changes as a result of issues raised will be made by written addenda and posted on the Village's website at www.villageofbellevue.org. It is the Contractors responsibility to check the website for addenda prior to submitting your quote.

It is the Contractor's responsibility to assure receipt of all addenda. All documents will be posted online at www.villageofbellevue.org "Government" then "Bids & RFPS". Upon posting, such addenda shall become part of the document and binding on Contractor(s).

Any questions that come up and require additional information will be posted online at www.villageofbellevue.org "Government" then "Bids & RFPS".

8.0 **Village Reservation**

- a. This quote request does not commit Village of Bellevue to make an award or to pay any costs incurred in the preparation of a proposal in response to this quote.
- b. The Village of Bellevue reserves the right to award the entire project or delete items required to meet project budget.
- c. The quote will become part of Village of Bellevue's files without any obligation on Village of Bellevue's part.
- d. The contractor shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Village of Bellevue for any purpose.
- e. Village of Bellevue has the sole discretion and reserves the right to cancel this project and to reject any and all quotes received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
- f. The Village of Bellevue reserves the right to cancel any order or contract for failure of the successful contractor to comply with the terms, conditions, and specifications of the quote requite and/or contract.
- g. Village of Bellevue reserves the right to request clarifications for any quote.

9.0 **Closing Date**

Quotes will be received until **Monday, August 17, 2020, 11:00am CST**

Mail, email, or deliver quotes to –

Village of Bellevue

2020 Parking Lot Crack Seal, Seal Coat and Striping

Attn: Adam Waszak

2828 Allouez Ave. Green Bay, WI 54311

10.0 **Method of Procurement**

Final payment will be made to the successful quote contingent upon VILLAGE's acceptance and approval of all work done and/or products provided or services rendered. Acceptance as herein means acceptance by the Village of all work performed or products provided and services rendered, after the Village's authorized agent has found it to be in compliance with the specification requirement.

11.0 **Taxes**

Effective January 1, 2016 all materials used on this project are tax-exempt under Wisconsin State Statute 77.54(9m).

VILLAGE OF BELLEVUE QUOTE FORM
2020 Parking Lot Crack Seal, Seal Coat and Striping

Quote Due: **Monday, August 17, 2020 11:00am CST**

Mail/Deliver Quotes To: Village of Bellevue
2020 Parking Lot Crack Seal, Seal Coat and Striping
Attn: Adam Waszak
2828 Allouez Ave. Green Bay, WI 54311

Crack Filling \$ _____

Sealing \$ _____

Stripping \$ _____

Lump Sum Project Cost \$ _____

Taxpayer Id#: _____

Firm Name: _____

Authorized Signature: _____

Print Name / Title: _____

Address: _____

City: _____ State _____ Zip Code _____

Phone Number () _____ Cell Number () _____

E-mail: _____

Date: _____

Information Required for Submittal of a Request for Quotes

List the last three clients for whom you did caulking work.

Agency Name _____

Contract Amount _____

Scope of Work _____

Contact Person _____ Phone () _____

Agency Name _____

Contract Amount _____

Scope of Work _____

Contact Person _____ Phone () _____

Agency Name _____

Contract Amount _____

Scope of Work _____

Contact Person _____ Phone () _____