



Heather Russell
City Administrator

114 S Rollins, Centralia, MO 65240
Phone (573)682-2139

City of Centralia

July 18, 2018

RE: Request for Proposal for Asphalt Overlays RFP: CEN19-SS-01

The City of Centralia will receive sealed proposals for asphalt overlays until 10:00 a.m. CDT on Wednesday, August 8, 2018.

Donna Stephens, Deputy City Clerk
Centralia City Hall
114 South Rollins St.
Centralia, Missouri 65240

The sealed envelope shall be plainly marked: Centralia Asphalt Proposals – August 2018.

All interested parties are requested to fill in the enclosed proposal sheet accompanying this letter and submit such as their proposal.

Questions or requests for additional information should be directed to City Administrator, Heather Russell at (573) 682-2139 or heather@centraliamo.org.

Thank you for your interest.

Sincerely,

Heather Russell
City Administrator
City of Centralia, Missouri

PROPOSAL

INSTRUCTIONS TO CONTRACTORS:

1. The successful Contractor shall supply all labor, equipment, materials, and tools necessary to perform the work as outlined under SCOPE OF WORK.
2. All prices shall be for work in place in Centralia, Missouri.
3. Quantities are estimates only and are subject final measurement upon completion of the work.
4. The SCOPE OF WORK is subject to change pending evaluation of the Proposals and monies available to complete the work. The successful Contractor shall execute a contract that incorporates the Proposal Documents, as amended by any such changes.
5. Payment shall be made after:
 - A. All work has been completed;
 - B. Acceptable weight tickets and invoices have been received; and
 - C. Contractor has provided any necessary documentation to show compliance with the Missouri Prevailing Wage Law, where applicable.
 - D. The pay request has been approved by the Board of Aldermen during one of their regularly scheduled Board meetings.
6. The City of Centralia reserves the right to accept or reject any or all Proposals or to waive any technicalities or informalities if it be in its best interest to do so.
7. A list of project references shall be provided upon request.
8. All work shall be completed on or before Friday, November 16, 2018.
9. All Proposals shall remain firm for a period of thirty (30) calendar days after opening for the purpose of reviewing such and formal approval by the Board of Aldermen.
10. When requested, the successful Contractor shall make every effort to keep one lane of traffic open at all times.
11. The City will furnish a Missouri Project Exemption Certificate to the successful Contractor. Otherwise, all taxes which might lawfully be assessed against the City shall be included in the Proposal and paid by the Contractor from monies received from the satisfaction of this contract.
12. The successful Contractor will agree to hold harmless, indemnify and defend the City of Centralia from any actions taken as part of this project that are not the direct result of negligence on the part of the City of Centralia.
13. The successful Contractor shall obtain and maintain throughout the project insurance. The Contractor will also agree to name the City of Centralia as an additional insured per occurrence and provide certificates of insurance that specifically state this and the standard construction endorsement demonstrating the following Workers Compensation, General Liability, and Vehicle Liability prior to beginning work to the following amounts:
 - Liability and motor vehicle insurance at or above \$1,000,000 per occurrence and \$2,000,000

- aggregate,
 - Workers' Compensation insurance at statutory levels.

14. The successful Contractor shall be responsible for obtaining all applicable licenses and permits prior to beginning work.
15. A ***Payment Bond*** for payment of any and all materials incorporated, consumed, or used in connection with the construction of the project as required by RSMo Sec. 107.170 for the full amount of the Proposal will be included as part of the Proposal. No Bid or Performance bond is to be required.
16. Prevailing wages, when required by Missouri law and as published by the Missouri Division of Labor Standards, shall be paid by the Contractor to all employees during the performance of the work.
17.
 - (A) The Contractor shall provide a ten (10) hour Occupational Safety and Health Administration (OSHA) construction safety program for all employees who will be on-site at the project. The construction safety program shall include a course in construction safety and health that is approved by OSHA or a similar program approved by the Missouri Department of Labor and Industrial Relations that is at least as stringent as an approved OSHA program as required by Section 292.675 RSMo.
 - (B) If any on-site employee had not previously completed a construction safety program, Contractor shall require those on-site employees to complete a construction safety program within sixty (60) days after the date work on the project commences.
 - (C) Contractor shall acknowledge and agree that any of Contractor's employees found on the project site without documentation of the successful completion of a construction safety program shall be required to produce such documentation with twenty (20) days, or will be subject to removal from the project.
 - (D) Contractor shall require all of its subcontractors to complete with the requirements of this Section and Section 292.675 RSMo.
 - (E) Pursuant to Section 292.675 RSMo, Contractor shall forfeit to City as a penalty two thousand five hundred dollar (\$2,500.00), plus one hundred dollars (\$100.00) for each on-site employee employed by contractor or its subcontractor, for each calendar day, or portion thereof such on-site employee is employee without the construction safety training required in subsection (a) above.
 - (F) The penalty described in subsection (E) above shall not begin to accrue until the time periods described in subsections (B) and (C) above
 - (G) Violations of Section (A) above and impositions of the penalty described in this section shall be investigated and determined by the Missouri Department of Labor and Industrial Relations. In the event that the Missouri Department of Labor and Industrial Relations has determined that a violation of Section 292.675 RSMo has occurred and that a penalty as described in subsection (E) above, shall be assessed, the City shall withhold all sums and amounts due and owing when making payments to Contractor under the contract for this Proposal.
18. Bidders are informed that pursuant to Section 285.530, RSMo, as a condition of the award of any contract in excess of five thousand dollars (\$5,000.00), the successful bidder shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program (e.g. e-Verify) with respect to the employees working in connection to the contracted services. Successful bidders

shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection to the contracted services. An example is seen as Attachment B.

19. Bidders are informed that the Project is subject to the requirements of Section 292.675, RSMo, which requires all contractors or subcontractors doing work on the Project to provide, and require its on-site employees to complete, a ten (10) hour course in construction safety and health approved by the Occupational Safety and Health Administration (“OSHA”) or a similar program approved by the Missouri Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA program. The training must be completed within sixty (60) days of the date work on the Project commences. On-site employees found on the worksite without documentation of the required training shall have twenty (20) days to produce such documentation.
20. The Contractor shall comply with all state and federal statutes relating to nondiscrimination, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C paragraphs 2000d and 2000e, et seq.), as well as any applicable titles of the "Americans with Disabilities Act" (42 U.S.C. paragraph 12101, et seq.)

SCOPE OF WORK

RFP CEN19-SS-01

SECTION A. Asphalt Overlays

Required Work for each street:

1. Sweeping of surface.
2. Provide place and compact wedge asphalt course as needed.
3. Provide, place and finish 1", 1-1/2" or 2" (as noted) of compacted Type C Asphaltic Concrete Pavement over the entire street, from the edge of the street or the concrete gutter.
4. Tack Coat is an incidental item.
5. Mill butt joints at start and ends of overlays and at intersections with previously paved streets.
6. Provide City with at least 24 hours of notice prior to starting work on any street.
7. Where identified by City and where possible, contractor shall lay asphalt adjacent to connecting sidewalks in a manner that minimizes changes in slope and does not create additional barriers to handicapped accessibility.

Provided by City:

1. Notify residents and businesses to allow removal of vehicles prior to starting work.
2. Pavement of any transitions to driveway or side streets, when such transition extends more than two feet from the nominal edge of the overlay.
3. Adjustment of height of sewer manholes and valve boxes prior to Contractor's commencement of work and adjustment of height of valve boxes at the time of overlay work.

Quality Assurance:

Per Section 403, Missouri Highway and Transportation Commission specifications.

Use of Recycled or Recovered Material:

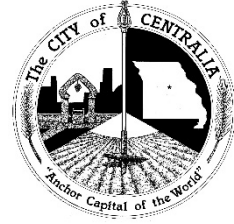
Per Section 401, Missouri Highway and Transportation Commission specifications

BASIC WORK:

- Item 1. **Allen Street:** From the south set of railroad tracks at the intersection of Allen Street and Railroad Street, south to the 203 S Allen Street. Approximately 860 feet long by 47 feet wide by 2 inches thick. **Estimated 617 tons of asphalt.**
- Item 2. **Allen Street:** From 203 S Allen Street, south to the intersection of Allen Street and Barnes Street, plus some milling and curb repair. Approximately 386 feet long by 39 feet wide by 1.5 inches thick. **Estimated 172 tons of asphalt.**
- Item 3. **Allen Street:** From the intersection of Allen Street and Barnes Street, south to the intersection of Allen Street and Bruton Street. Approximately 471 feet long by 21 feet wide by 2 inches thick. **Estimated 151 tons of asphalt.**
- Item 4. **Mayes Meadow*:** From the west side of the intersection with Jefferson Street and Mayes Meadow, the entire length of Mayes Meadow. Approximately **1138** feet long by 24 feet wide by 1.5 inches thick. **Estimated 312 tons of asphalt.**
- Item 5. **Meadowlark Lane*:** From the north side of the intersection with Mayes Meadow and Meadowlark Lane, the entire length of Meadowlark Lane. Approximately **193** feet long by 27 feet wide by 1.5 inches thick. **Estimated 60 tons of asphalt.**
- Item 6. **Sunrise Circle:** From the east side of the intersection with Jefferson Street and Sunrise Circle, around the entire cul-de-sac of Sunrise Circle. Approximately 845 feet long by 18 feet wide by 1.5 inches thick. **Estimated 174 tons of asphalt.**

TOTAL ESTIMATED WORK FOR BASIC WORK: **1,486 tons**

*The overlay for Mayes Meadow and Meadowlark Lane are to be completed after the curb and gutter project is finished. The preferred time frame for the overlay would be in conjunction with the curb and gutter project.



**ATTACHMENT A
PROPOSAL FORM RFP CEN19-SS-01**

NAME OF FIRM

MAIN CONTACT

MAIN PHONE NUMBER

MAIN FAX NUMBER (optional)

MAILING ADDRESS OF FIRM

Street

City,

State Zip Code

EMAIL ADDRESS OF FIRM (optional)

@

Include any additional information about your staff, equipment, or operations that you feel better explains why the City should select your firm.

REFERENCES

1. (optional)

Name

Phone/email

Additional information

2. (optional)

Name

Phone/email

Additional information

THE FOLLOWING BID IS THE OFFICIAL SUBMISSION OF OUR FIRM AND CONTAINS NO KNOWN ERRORS OR OMISSIONS:

SIGNATURE

DATE

NAME PRINTED

TITLE

ATTACHMENT A – RFP CEN19-SS-01

SPECIFICATIONS RFP CEN19-SS-01:

FOR THE WORK AS SHOWN IN THE INSTRUCTIONS TO CONTRACTORS AND SCOPE OF WORK DESCRIBED ABOVE. THE BELOW SIGNED CONTRACTOR PROPOSED THE AMOUNTS SHOWN BELOW.

BASIC WORK. ESTIMATED 1,486 TONS OF INSTALLED ASPHALT OVERLAY AS DESCRIBED.

(NOTE 1: THE CITY ANTICIPATES HAVING APPROXIMATELY \$104,000 AVAILABLE FOR AT ITEMS 1 THROUGH 6. DEPENDING UPON UNIT COSTS AND ACTUAL QUANTITIES INSTALLED, THE CITY RESERVES THE RIGHT TO DELETE ITEMS OR ADD ONE OR MORE BLOCKS OF SIMILAR WORK AS THE PROJECT PROGRESSES.)

	QTY	UNIT PRICE	EXTENDED PRICE
2" ASPHALT OVERLAY (BP1)	_____ TONS	\$ _____ /TON	\$ _____
CURB MILLING (0" TO 2")	_____ SY	\$ _____ /SY	\$ _____
ESTIMATED TOTAL PROJECT COST			\$ _____

ESTIMATED START DATE BASED ON NOTICE TO PROCEED BY AUGUST 21, 2018: _____

PLEASE ACKNOWLEDGE:

INSURANCE REQUIREMENTS ARE ACCEPTABLE: YES _____ NO _____

WE UNDERSTAND THE REQUIREMENTS FOR PREVAILING WAGE, E-VERIFY, EQUAL OPPORTUNITY HIRING AND APPLICABLE CITY, STATE AND FEDERAL LAWS AND REGULATIONS: YES _____ NO _____

PAYMENT BOND REQUIREMENTS ARE ACCEPTABLE: YES _____ NO _____

WE BELIEVE THAT WE CAN COMPLETE THE SCOPE OF WORK BY NOVEMBER 16, 2018: YES _____ NO _____

Bids/PROPOSALS/QUALIFICATIONS shall be submitted by mail or in person on the bid form (Attachment A) and delivered to the City of Centralia **NO LATER** than: 10:00 A.M. CDT ON WEDNESDAY, AUGUST 8, 2018

BIDS/PROPOSALS/QUALIFICATIONS must be sealed and labeled: "CENTRALIA ASPHALT PROPOSALS – AUGUST 2018"

All bids will be publicly opened at approximately 10:01 a.m. on Wednesday, August 8, 2018.

Bids should be addressed to:
DONNA STEPHENS, Deputy CITY CLERK
City of Centralia
114 S. Rollins St.
Centralia, MO 65240

RE: CENTRALIA ASPHALT PROPOSALS – AUGUST 2018

Questions regarding this REQUEST FOR PROPOSALS may be directed to: CITY ADMINISTRATOR, HEATHER RUSSELL, 114 S. Rollins St., Centralia, MO 65240. Phone: (573) 682-2139. Email: heather@centraliamo.org

AFFIDAVIT OF WORK AUTHORIZATION ANNUAL RENEWAL DOCUMENT

The contractor who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization Annual Renewal Document.

Comes now _____ (Name of Business Entity Authorized Representative) as _____ (Position/Title) first being duly sworn on my oath, affirm _____ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that _____ (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

_____ Authorized Representative's Signature	_____ Printed Name
_____ Title	_____ Date
_____ E-Mail Address	_____ E-Verify Company ID Number

Subscribed and sworn to before me this _____ of _____. I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of _____, State of
(NAME OF COUNTY)
_____, and my commission expires on _____.