

New Parking Lots – Civic Center

February 10, 2019

Dear Interested Bidder:

The City of McMinnville will receive sealed bids for installing new pavement over 2 existing gravel parking lots with striping and paving walkway between ballfields at 500 Garfield St., McMinnville TN 37110 per specifications enclosed. Sealed bids will be received no later than 2:00 p.m., local time, March 5, 2019 in the office of the City Recorder, McMinnville City Hall, 101 East Main Street, P.O. Box 7088, McMinnville, Tennessee, 37111, and then at said office publicly opened and read aloud. Bids will be awarded based on the lowest and/or best bid. The City reserves the right to reject any and/or all bids.

Bidders are requested to read the complete specification carefully and submit their bid in strict accordance with the requirements set forth therein. There will be a mandatory site visit scheduled for February 19, 2019 at 2pm at the Civic Center, 500 Garfield St., McMinnville TN 37110. We will meet in back parking lot behind Civic Center. Bids will not be accepted from companies that do not attend the site visit.

All work and materials shall be fully guaranteed by the bidder against factory and delivery defects. Any defect which may occur, as the result of either faulty material or workmanship within the period of the manufacturer's standard warranty, or defects encountered during deliver, shall be corrected without expense to the City of McMinnville.

By virtue of bidding, the bidders guarantee the price quoted in the bid will remain firm until delivery, including the time from when the bids are opened until a purchase order is issued, such time not to exceed SIXTY (60) days.

If there are any questions regarding the specifications, you may contact Scott McCord, Director, City of McMinnville Parks and Recreation Department, at (931) 473-1212.

Sincerely,

Scott McCord

Director Parks and Recreation

GENERAL SPECIFICATIONS

Each bidder must indicate his compliance with these specifications, by checking yes or no in each section of the specification. Checking “YES” to that section will mean full compliance; checking “NO” will mean an exception is being taken. All exceptions must be fully explained on a separate page titled “EXCEPTIONS”, giving reference to the page where the exception is taken. Failure to comply with this requirement will result in bid proposal being rejected.

SECTION A. GENERAL SPECIFICATIONS

YES	NO
-----	----

- | | | | | |
|----|----|---|-------|-------|
| A. | 1. | <p>INTENT: The intent of these specifications is to provide sufficient information to permit prospective bidders to make proposals for installing new pavement over 2 existing gravel parking lots with striping and paving walkway between ballfields at 500 Garfield St., McMinnville TN 37110.</p> <p>These specifications are intended as minimum requirements. However, it is recognized that each manufacturer has special features that make their work and materials unique. Therefore, all bids will be considered, but every bidder must state, in detail, where their work and materials fail to meet these specifications. It is the intention of the City to make sure that quality of service and pricing are both equal standards in deciding on any bids. The equipment used shall conform to all industry safety standards.</p> | _____ | _____ |
| A. | 2. | <p>The manufacturer shall defend any and all suits and assume all liability for any claim against the purchaser for the user of any patented process, device, or articles forming any part of the work proposed. Each bidder shall supply proof of product liability and facility insurance equal to or exceeding \$1,000,000.00. A copy must be submitted with the bid.</p> | _____ | _____ |
| A. | 3. | <p>Bidder shall compute pricing less Federal and State taxes. It is understood that any applicable taxes will be added to the proposed prices, unless the purchaser furnishes appropriate tax-exempt forms. Do not show tax, bid lump sum.</p> | _____ | _____ |
| A. | 4. | <p>The purchaser will not consider any proposals which require advance payments for any portion of the work prior to its completion and final acceptance.</p> | _____ | _____ |
| A. | 5. | <p>Bids shall be addressed and submitted in accordance with the “Call For Bid Cover Letter”. <u>The words Sealed Bid for New Parking Lots – Civic Center RFB,</u> the date, and bid opening time must be stated on the face of the bid envelope</p> | _____ | _____ |
| A. | 6. | <p>It is bidder’s responsibility to see that their proposals arrive on time. Late proposals, telegram or telephone bids <u>WILL NOT</u> be considered.</p> | _____ | _____ |

		YES	NO
A.	7. No exceptions will be allowed for any of the aforementioned instructions. Bids not submitted in accordance with these instructions will be rejected.	_____	_____
A.	8. Each bid shall be accompanied by detailed description of the work to be performed, materials used, and equipment submitted. It is the intent of these specifications to cover the furnishing and delivery of services as specified.	_____	_____
A.	9. No bid shall be considered unless the bidder can meet the special conditions stated herein.	_____	_____
A.	10. <u>PRICES AND PAYMENTS:</u> All bid prices shall be F.O.B. destination on a delivered and accepted basis at the City of McMinnville, Parks and Recreation Department, 500 Garfield St., McMinnville, Tennessee 37110.	_____	_____
A.	11. <u>BID EVALUATION:</u> The purchaser, Parks and Recreation Director, shall evaluate bids received. This evaluation will be based as a minimum on the following criteria:	_____	_____
	a. Commitment for expedient delivery.	_____	_____
	b. Commitment to the general conditions contained herein, including warranty.	_____	_____
	c. Completeness of the proposal, i.e., the degree with which it responds to all requirements and requests for information contained herein.	_____	_____
	d. Contractor's demonstrated capabilities and qualifications.	_____	_____
A.	12. <u>EXCEPTIONS TO SPECIFICATIONS:</u> Exceptions shall be referenced to the paragraph and page of these specifications where the item appears, and drawings or photographs and technical information about the exception shall be included. Any exceptions may be considered during the evaluation process, and the decision shall be final. Proposals taking total exception to specifications will not be accepted. The purchaser reserves the right to accept or reject any or all bids on such basis as purchaser deems to be in its best interest.	_____	_____

		YES	NO
A.	<p>13. <u>CONTRACT AWARD:</u> The purchaser reserves the right to reject any or all bids deemed to be unresponsive. The purchaser also reserves the right to waive any informalities, irregularities and technicalities in procedure.</p> <p>The purchaser reserves the right, before awarding the contract, to require a bidder to submit evidence of his qualification as may be deemed necessary. Documentation which may be required if financial soundness, technical competency, and other pertinent qualifications of a bidder, including past performance (experience) with the purchaser.</p>	_____	_____
A.	<p>14. <u>WARRANTY:</u> Bidder shall warrant all services, materials, and equipment for a period of one year from date of installations completion.</p> <p>Under this warranty manufactures liability is limited to furnishing purchaser, without cost, parts and labor required replacing defective material or workmanship when there is no indication of misuse, neglect, improper maintenance, accident or overloading of apparatus. Defects shall be reported to seller in writing by the purchaser within the warranty period. Material and labor will be supplied after inspection by any authorized agent of the contractor.</p>	_____	_____
A.	<p>15. <u>MATERIAL AND WORKMANSHIP:</u> All material furnished shall be guaranteed to be new and of current manufacture, to meet all requirements of these specifications, and to be in intended use condition at the time of delivery where applicable.</p> <p>All workmanship shall be of high quality and accomplished in a professional manner so as to insure a safe and functional apparatus with an aesthetic appearance.</p>	_____	_____
A.	<p>16. <u>DELIVERY:</u> Bidders shall bid delivery time based on number of calendar days from date countersigned contract is issued on the apparatus / work.</p>	_____	_____
A.	<p>17. <u>OSHA, FEDERAL & STATE REGULATIONS:</u> All equipment shall meet OSHA requirements, Federal Noise Standards and State and Federal laws, and be ADA compliant.</p>	_____	_____

BID SPECIFICATIONS

Paving

The City of McMinnville Parks and Recreation Department will receive sealed bids for installing new pavement over 2 existing gravel parking lots with striping and paving walkway between ballfields at the Civic Center. The following specifications describe the minimum requirements for the services and materials.

		YES	NO
SECTION B. GENERAL			
B.	1.	ASPHALTIC CONCRETE PAVEMENT	
		_____	_____
B.	2.	PAVEMENT MARKINGS: for pavement striping, arrows, symbols, etc. (Section 02760)	
		_____	_____
B.	3.	REFERENCES	
	a.	Tennessee Department of Transportation (TDOT) "Standard Specifications for Road and Bridge Construction" dated March 1, 1995, Sections 303, 307, 402, 403, 405, 411, and 710. Disregard paragraphs addressing "basis of payment".	
		_____	_____
B.	4.	ENVIRONMENTAL REQUIREMENTS	
	a.	Paving operations shall be performed only between April 1st and November 1st, unless otherwise permitted by the Designer; and only when the air temperature in the shade and away from artificial heat is above 40 degrees F.	
		_____	_____
SECTION C. PRODUCTS			
C.	1.	PAVING MATERIAL	
	a.	Asphalt Concrete Binder, Grading "BM-2", TDOT item number 307-03.11	
		_____	_____
	b.	Mineral Aggregate for Asphaltic Concrete Surface (ACS), Grading "E", TDOT item number 411-02.01.	
		_____	_____
	c.	Asphalt Cement for Asphaltic Concrete Surface (ACS), Grading "E", TDOT item number 411-02.2.	
		_____	_____
C.	2.	PAVING THICKNESS	
	a.	307 BM-2 BINDER = 2"	
		_____	_____
	b.	411 E TOPPING = 1 1/2"	
		_____	_____
SECTION D. EXECUTION			
D.	1.	EXAMINATION	
	a.	Site Verification of Conditions: Verify existing conditions, which have been previously constructed under other sections, are acceptable for installation of this work.	
		_____	_____
D.	2.	PREPARATION	
	a.	Grades shall be established by the City of McMinnville (Owner). In establishing grades due allowances shall be made for existing improvements, proper drainage, adjoining property rights and good appearance.	
		_____	_____
	b.	The prepared surface to receiving paving shall be intact, firm, properly cured, and dry.	
		_____	_____

		YES	NO
	c. Contractor responsible for fine grading. The city will supply and haul any additional stone at no cost to the contractor.	_____	_____
D.	3. INSTALLATION		
	a. Install new paving where indicated in pre-bid conference.	_____	_____
	b. Construct / install paving per Tennessee Department of Transportation specifications.	_____	_____
	c. Furnish all equipment necessary and of adequate size to produce a pavement of the quality specified.	_____	_____
D.	4. MAINTENANCE & PROTECTION		
	a. Maintain satisfactorily the sub-grade, base course and finishing course, as each is completed, until completion and acceptance of all work under the Contract. After final rolling, no vehicular traffic of any kind shall be permitted on the pavement until it has cooled and hardened, and in no case less than 6 hours.	_____	_____
D.	5. The Contractor shall guarantee in writing the satisfactory performance of the completed bituminous paving for a period of one year after completion of the paving installation.	_____	_____
E.	1. Parking Lot A: Approximate Square Footage is 40,125. Parking Lot B: Approximate Square Footage is 27,500. Area C: Approximate Square Footage is 37,500. Attachments Included: A, B, & C	_____	_____

SECTION E. "IRAN DIVESTMENT ACT" T.C.A. 12-12-101 et. Seq.

E.	1. By submission of this bid each Bidder and each person signing on behalf of any Bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. 12-12-106	_____	_____
----	---	-------	-------

SECTION F. TIMELINE

F.	1. RFB Issued and advertised	February 10, 2019
F.	2. MANDATORY Bidders Conference and Facilities Tour	February 19, 2019
F.	3. Inquiry Deadline	February 26, 2019
F.	4. Proposals due/Bid Opening	March 5, 2019
F.	5. Committee Approval	March 12, 2019
F.	6. Board Approval	April 9, 2019
F.	7. Award Contract	April 10, 2019

THERE ARE THREE (3) ATTACHMENTS LABELED A, B, & C FOR THE THREE AREAS TO BE PAVED. STRIPING WILL BE DISCUSSED AT MANDATORY SITE VISIT.

Proposal Form
City of McMinnville
Parks and Recreation Department
New Parking Lots – Civic Center

Bid Submitted By:

DATE:

Company: _____

Contact Person: _____

Address: _____

Phone: _____

Fax: _____

Warranty Information: _____

Delivery Information: (State number of calendar days for delivery after the date purchase order is received.) _____ calendar days.

MUST BE ABLE TO COMPLETE BY JUNE 30.

A) Parking Lot – Sunset Dr. \$ _____

B) Parking Lot – Club Dr. \$ _____

C) Area around Dottie West / Sam Martin & Walkway. \$ _____

D) Cost for striping. \$ _____

Signature: _____

(Job Title)





