



Invitation for Bid #2014-024 (Informal)

Resurfacing Parking Lot#2 at Cane Creek Park's Day Use Area

Due Date: April 10, 2014

Time: 2:00pm

Receipt Location: Government Center, 500 N. Main Street, Administrative Services, Procurement Division, Suite #709, Monroe, NC 28112

Procurement Contact Person

Name: Cheryl Wright, CPPO

Title: Procurement Manager

E-mail: cheryl.wright@co.union.nc.us

Telephone: (704)283-3563

INTRODUCTION

Purpose

NOTICE IS HEREBY GIVEN that Union County located at 500 North Main Street, Suite 700, Monroe, NC 28112 is seeking informal bids to Resurface Parking Lot #2 at Cane Creek Park's Day Use Area.

Bid Submission

Please submit your bid no later than 2:00 p.m. on April 10, 2013, to:

Mail or hand-deliver submission packets to:

Union County Government Building
Administrative Services, Procurement Division
500 North Main Street, Suite #709
Monroe, NC 28112
Attention: Cheryl Wright, Procurement Manager

Electronic (e-mail) or facsimile submissions will not be accepted.

Questions or Inquiries

Deadline for questions: Submit all questions regarding this project in writing to Cheryl Wright at cheryl.wright@co.union.nc.us by **March 31, 2014 at 5:00pm.**

Award of Contract

It is the general intent to award this contract to a single contractor. The right is reserved, however, to use additional contractors, if there is a situation where the awarded contractor is unable to fulfill the need of the contract.

Contract Term: Project shall be completed within **30 days** of notice to proceed. Unless otherwise approved by the owner, normal workdays and work-hours are Monday-Friday, 8:00am-5:00pm.

Addendums

Should a vendor find discrepancies or omissions in this IFB or any other documents provided by Union County, the vendor should immediately notify the County of such potential discrepancy in writing via e-mail as noted above. If the County then determines that clarification is necessary, a written addendum will be made available to each vendor via the Internet.

Rejection of Proposals

Union County reserves the right to reject any or all bids which are deemed to be non-responsive, late in submission, or unsatisfactory in any way.

Modification or Withdrawal of Proposal

Prior to the scheduled closing time for receiving bids, any Vendor may withdraw their proposal. Only written requests for the modification or correction of a previously submitted proposal that are addressed in the same manner as bids and are received by the County prior to the closing time for receiving bids will be accepted. The bid will be corrected in accordance with such written requests, provided that any such written request is in a sealed envelope that is plainly marked "Modification of BID – "2014-024 Resurfacing Parking Lot #2 at Cane Creek Park's Day Use Area". Oral, telephone or fax modifications or corrections will not be recognized or considered.

E-verify

Vendor/Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system to confirm the employment eligibility of all persons employed by the Vendor/Contractor during the term of the Contract to perform employment duties within North Carolina and all persons, including subcontractors, assigned by the Vendor/Contractor to perform work pursuant to the contract with the Union County.

Indemnification and Insurance

INSURANCE REQUIEMENTS

At Contractor's sole expense, Contractor shall procure and maintain the following minimum insurances with insurers licensed in North Carolina and rated A-VII or better by A.M. Best.

- A. **WORKERS' COMPENSATION**
Statutory limits covering all employees, including Employer's Liability with limits of:
 - \$500,000 Each Accident
 - \$500,000 Disease - Each Employee
 - \$500,000 Disease - Policy Limit

- B. **COMMERCIAL GENERAL LIABILITY**
Covering all operations involved in this Agreement.
 - \$2,000,000 General Aggregate
 - \$2,000,000 Products/Completed Operations Aggregate
 - \$1,000,000 Each Occurrence
 - \$1,000,000 Personal and Advertising Injury Limit
 - \$ 5,000 Medical Payments

- C. **COMMERCIAL AUTOMOBILE LIABILITY**
 - \$1,000,000 Combined Single Limit - Any Auto

ADDITIONAL INSURANCE REQUIREMENTS

A. The Contractor's General Liability policy shall be endorsed, specifically or generally, to include the following as Additional Insured:

**UNION COUNTY, ITS OFFICERS, AGENTS AND EMPLOYEES
ARE INCLUDED AS ADDITIONAL INSURED WITH RESPECTS
TO THE GENERAL LIABILITY INSURANCE POLICY.**

- B. Before commencement of any work or event, Contractor shall provide a Certificate of Insurance in satisfactory form as evidence of the insurances required above.
- C. Contractor shall have no right of recovery or subrogation against Union County (including its officers, agents and employees), it being the intention of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by the above-described insurance.
- D. Certificate Holder shall be listed as follows:

Union County
Attention: Tiffany Allen, Risk Manager
500 N. Main Street, Suite #130
Monroe, NC 28112

INDEMNIFICATION

Contractor agrees to protect, defend, indemnify and hold Union County, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of this agreement and/or the performance hereof that are due, in whole or in part, to the negligence of the Contractor, its officers, employees, subcontractors or agents. Contractor further agrees to investigate, handle, respond to, provide defense for, and defend the same at its sole expense and agrees to bear all other costs and expenses related thereto.

SCOPE OF WORK

RESURFACING PARKING LOT #2 AT CANE CREEK PARK'S DAY USE AREA

Project consists of resurfacing a Parking Lot #2 at Cane Creek Park in Waxhaw, NC. Contractor shall make an on-site inspection of project prior to bid with the Park Director (Bill Whitley). Call 704-843-3919 for an appointment. If you have questions after viewing the site, please send all questions in writing to: Cheryl Wright, Procurement Manager at cheryl.wright@co.union.nc.us by March 31, 2014 at 5:00pm.

Contractor to quote project on a lump sum basis at no additional cost to the owner for seen or unforeseen conditions unless otherwise specified. Removal of all waste and other debris will be the responsibility of the contractor. **The contractor** shall verify all dimensions of the parking lot and access drive prior to bidding project.

Contractor shall furnish, install and compact pavement to the thickness indicated below with a mixture that meets the requirements as per the standards established by the North Carolina Department of Transportation for standard highway standards. Maximum variation of surface shall not be more than 1/4" measured with a 10' straight edge. Tack coat will be applied to ensure proper bonding.

The contractor is responsible for having all utilities located and properly marked prior to commencement of the project.

A sufficient **Certificate of Insurance** will be required prior to beginning project.

Project shall be completed within **30 days** of notice to proceed. Unless otherwise approved by the owner, normal workdays and work-hours are Monday-Friday, 8:00am-5:00pm.

Additional Notes for Paving Project:

1. The contractor will remove all waste material from Park property to be disposed of in accordance with all federal, state and local requirements.
2. Vendor to remove all concrete parking stops in the work area and turn over to the owner. (Owner will have stops reinstalled by park staff at a later date.)
3. All intersections or curves will have a smooth radius, no ragged edges or irregular curves. All new radiuses will be 5' minimum unless otherwise noted.
4. All specified depths shall be minimum compacted thickness.

5. Do not place asphalt paving when base surface temperature is less than 46 degrees F.
6. Material loading, hauling and installation shall be included in base bid.
7. The contractor shall treat all areas with an approved agent designed to kill vegetation that could later penetrate pavement surfaces.
8. Beveled edges will be constructed where asphalt adjoins earth, gravel or other non-paved areas at a 45degree angle. **Any drop-offs** shall be filled with an approved aggregate and properly compacted prior to paving.
9. All areas that are disturbed will be properly graded and “hand-raked” to allow for **seeding by the owner**.
10. Prior to resurfacing, parking lot will be covered with Petromat Paving Stabilization Fabric (or owner approved equivalent) prior to paving.
11. The entire parking lot will be paved as indicated below:
 - Apply a minimum of 2” of **surface pavement** asphalt (RS9.5B).
12. The intersection of the parking lot and the main road will be “ground down” as required to provide a smooth transition to the existing surface of the main road as possible. Any and all cuts in the asphalt will be cut straight to provide a straight seam when resurfaced.
13. Areas meeting sidewalks and/or other paved (or concreted) surfaces will be ground down (or removed) to create a smooth transition from the newly surfaced area to the previous surfaced area.
14. The painting of the parking spaces **will not be part** of this project and will be completed under a separate project.
15. Vendor shall, **as a “bid alternate”**, quote a price to pave a 20’ portion of the driveway leading to the horse trailer parking area as indicated with “blue paint”. Paving will be completed as follows:
 - Remove surface materials and compact ground surface to are to be paved and apply:
 - 6 inches of base stone aggregate
 - 2” of above approved surface asphalt paving for Parking Lot #2
 - Preparations and paving shall be completed as listed in the above “scope of work”.

BID FORM

**IFB #2014-024 Resurfacing Parking Lot#2 at Cane Creek
Park's Day Use Area**

Description of Work	Total Price
Resurfacing/Paving Project for Lot#2 at Cane Creek Park's Day Use Area	

Alternate (addition to Lot#2 Paving listed above)

Price to pave a 20' portion of the driveway leading to horse trailer parking area as described in item #15 on page 6.

If the Alternate is included in the contract, the total price will be Resurfacing for Lot#2 plus cost of the Alternate.

The certificate of insurance must be received prior to any work being done.

I acknowledge receipt of the following Addenda to the Bid Documents:

Contractor	
Contact Name	
Address	
Phone Number	
Cell Number	
Email	

It is certified that this bid is made in good faith and without collusion with any other vendor or officer or employee of Union County.

ATTEST

By: _____ By: _____

(Print Name & Title)

(Print Name & Title)