



REQUEST FOR PROPOSAL
Various Asphalt Repairs – Service Cuts

City of Rocky Ford
203 S Main St.
Rocky Ford, CO. 81067

PROJECT NAME: 2024 Asphalt Repair Program
PROJECT LOCATION: City of Rocky Ford
PROJECT DESCRIPTION: Replace Existing Segments of Asphalt
SCOPE OF WORK: Asphalt Replacement/Repair

The City of Rocky Ford requests proposals to replace asphalt work on segments listed on the enclosed bid sheets and various service cuts throughout the city.

The enclosed bid sheets describe the nature of the request and outline specifics for the Form of Proposal. Your response to this request is anticipated.

Procedures for submission of the proposal are detailed herein.

Requests for additional information on the total Request for Proposal should be directed, in writing, to: Rick Long, Public Works Director, City of Rocky Ford, 203 S. Main St., Rocky Ford, CO. 81067, telephone 719-254-7414.

Sealed bids are to be delivered to:

City of Rocky Ford
C/o Public Works Department
203 S. Main St.
Rocky Ford, CO. 81067

ATTN: Rick Long

In a sealed envelope marked in the lower left corner:

“RFP – Asphalt Repair Program”

Sealed proposals will be accepted until 2:00 p.m., Tuesday, **July 9, 2024**, at which time they will be opened by the City Manager and presented to the seated City Council for review.

Purpose

This Request for Proposal (also referred to as “bid” or “RFP” within the document) provides accredited firms with sufficient information to enable them to prepare and submit a proposal for consideration by the City of Rocky Ford’s city council for services described herein.

Issuing Office

This request is issued by the City of Rocky Ford’s Public Works Department. For additional information/questions, please contact Rick Long, City of Rocky Ford’s Public Works Director at 719-254-7414.

Incurring Costs

The City of Rocky Ford is not liable for any cost incurred by firms (proposers) before the issuance of an agreement, contract, or purchase order for requested services.

Section II

Instructions to Bidders

1. Sealed bids for asphalt services will be received until 2:00 p.m. July 9, 2024, when they will be opened by the City Manager and presented to the city council. Bids will be accepted at City Hall, 203 S. Main St., Rocky Ford, CO, 81067, and ATTN: Rick Long, Public Works Director. Any bid received after the specified time will not be considered.
2. All bids shall be submitted in a sealed envelope marked in the lower left corner as “RFP – Asphalt Repair Program” Faxed or e-mailed Bids Will Not Be Considered.
3. Bids must be typewritten or printed in ink and must be signed by the bidder on the enclosed bid sheets. Unsigned bids will not be considered.
4. Changes or alterations to the bid are not permitted.
5. Requests for clarification should be submitted to the City of Rocky Ford, Attn: Rick Long, Public Works Director, 203 S. Main St., Rocky Ford, CO. 81067. If it becomes necessary to revise any part of this bid, addenda will be provided to vendors who have received this Request for Proposal.
6. All services shall be performed as ordered. Bidders shall become acquainted with local conditions at the entities where service is required so that bids include all costs. Bidders must contact the designated person to schedule site visits.
7. Specific details regarding the experience of your firm in Asphalt Replacement, including three (3) references (include the name and telephone number of a contact person for each of the three (3) references). Number of staff and their responsibilities. The contractor shall provide sufficient staffing, equipment, and supervision to accomplish this work.
8. Bids will not be accepted on an “All or Nothing Basis”.

9. Normal services shall be performed between the hours of 7:00 a.m. and 3:30 p.m. Monday through Friday, excluding holidays, unless otherwise specified and agreed to by both parties. Any scheduled work not within the above-stated hours will be billed at the regular rate. Overtime charges will not be accepted.
10. The City of Rocky Ford expressly reserves the right to reject any or all proposals or portions thereof, to waive any informalities or irregularities in the proposals received, and to accept that proposal or portions thereof which are in the best interests of the City of Rocky Ford. The City of Rocky Ford reserves the right to award multiple contracts; the city will award to the company best able to meet their individual needs. No bidder may withdraw their proposal for sixty (60) days after the opening thereof.

Section III

General Information

1. All services shall be performed as ordered. Bidders shall become acquainted with local conditions at all the locations where service is required so that bids include all costs.
2. No contract shall be awarded until the proposals have been examined and the award authorized by the Rocky Ford City Council. In determining the award to a proposer, the following elements may be considered:
 - a) Responsiveness of proposal in clearly stating an understanding of services to be performed;
 - b) Technical experience of the firm;
 - c) Qualifications of staff;
 - d) Size and structure of the firm, considering the scope of the services to be performed;
 - e) Cost factors to perform the specified services.
3. The bidder agrees, if awarded the contract, to furnish and deliver the specified services at such times, at such places, and in such quantities as herein specified, and shall be subject to inspection and approval. If anything shall be rejected as unsuitable or not in conformity with these specifications, such services as outlined in these specifications shall be furnished in place thereof at the expense of the successful bidder.
4. If the successful bidder shall neglect or refuse to furnish and deliver the said services or any part thereof as provided in these specifications, or to replace which are rejected as stated in the specifications, the participating entities are authorized and empowered to obtain services in conformity with this contract from such party or parties in such quantities and in such manner as it shall select at the expense of the successful bidder. Or to cancel this contract reserving to itself, nevertheless, all rights for damage that may be incurred by the participating entity or the City of Rocky Ford.

5. The bidder agrees if awarded the contract not to assign, transfer, or sublet it unless specific permission to do so is requested in writing by the bidder and permission granted in writing by the City of Rocky Ford.

Section IV

Specific Information

Purpose and Objectives:

The City of Rocky Ford is requesting proposals for road improvements on behalf of the citizens as needed. Bids will be based on per square foot price for work stated on the enclosed bid sheets.

The overall objective of this proposal will be to perform new asphalt construction-related services for each specified location.

Services Required:

1. Prospective bidders are REQUIRED to have a site visit for each location, before submitting their proposal, to verify the actual quantity, nature, and condition of the work to be completed through this bid. No cost shall be incurred by the City of Rocky Ford for this pre-bid visit. Vendors shall contact the individual named to arrange a time for reviewing their sites.
2. Services proposed shall include all supplies, equipment, and labor necessary to fulfill the scope of this proposal.
3. Services proposed shall include all professional/technical personnel necessary to accomplish the objectives and scope of this proposal. Services proposed in this project will not involve city employees.
4. Services proposed shall include the preparation and issuance of all required reports and documentation about this project on behalf of the City of Rocky Ford.
5. All traffic control will be the responsibility of the contractor and must be approved by the Public Works Department

Pricing:

1. All qualified companies submitting a proposal for this project must use the format listed herein when pricing this project. Failure to use this format could mean disqualification.
2. Certificates of insurance shall state, in particular, those insured, the extent of insurance, location, and operation to which insurance coverage applies. The successful proposer shall be solely responsible for the compliance of sub-contractors with the listed insurance requirements.

Scope of Work:

The City of Rocky Ford is requesting bids for the complete replacement of asphalt segments and repairs to areas in the roadway that have been previously damaged due to distribution line repairs. Bidders will need to do all their measurements in the field and base their bids on the supplied replacement plan.

1. The successful bidder(s) will be required to provide all necessary labor, materials, removal, equipment, supervision, and transportation to perform installations and replacements of existing road beds for the installation of a 3" lift of HMA (Hot Mix Asphalt). Preparation shall be such that a smooth transition is obtained from newly paved areas to existing pavement.
2. The contractor shall haul away all old asphalt millings.
3. In preparation for new asphalt, the contractor shall remove dirt, gravel, sod, and other debris from the existing pavement edges.
4. The substrate shall be graded and compacted by rolling to produce a smooth and uniform surface before paving with HMA. The City of Rocky Ford reserves the right to test the compaction of the roadbed.
5. The contractor shall furnish all labor and equipment to maintain traffic in accordance with the 2009 Manual on Uniform Traffic Control Devices (MUTCD 2009). The cost of traffic control is to be included in the bid.
6. The contractor shall furnish all labor to adjust utility risers. The City of Rocky Ford shall furnish new risers when needed.
7. Asphalt work shall be performed by a qualified and experienced contractor or subcontractor accepted by the City of Rocky Ford.
8. The contractor will be responsible for inspection, installation conditions, and field measurements at required locations.
9. **WARRANTY** - For one year after issuance of the Certificate of Substantial Completion, or final acceptance of the work, the Contractor shall promptly patch, maintain, repair, and/or replace any asphalt that settles or becomes damaged due to settlement or defective materials or workmanship.

The successful firm will be required to invoice the City of Rocky Ford for work completed. Invoices shall show, with clarity, the type, amount, and date of work performed, with the applicable rate as shown on the proposal.

The successful firm shall not commence work nor allow any sub-contractor to commence work under this contract until all required insurance certificates have been received and approved by the City Clerk for the City of Rocky Ford.

Certificates of insurance shall state, in particular, those insured, the extent of insurance, location, and operation to which insurance coverage applies.

Insurance policies shall include the following clause: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to the City of Rocky Ford stating the date of cancellation or reduction. Date of cancellation or reduction may not be less than thirty (30) days after the date of mailing notice."

IF THE CONTRACTOR IS AN INDIVIDUAL:

Sign Here: _____ Date: _____

IF THE CONTRACTOR IS AN INDIVIDUAL TRADING UNDER A FICTITIOUS NAME OR IS A PARTNERSHIP:

Sign Here: _____ Date: _____

Title: _____

Trading As: _____

City of Rocky Ford Official: _____ Date: _____



City of Rocky Ford BID SHEET

Meloneer Drive

New construction from the South side of the bus yard entrance all the way South to Hopkins

BIDDER: _____

CONTACT NAME: _____

PHONE #: _____

Please review the Scope of Work. The bidder agrees to furnish all labor, materials, equipment, and services required to replace the specified segment of asphalt.

TOTAL BID: \$ _____

PER SQUARE FOOT COST: \$ _____

CONTRACTOR PRINT NAME SIGNATURE DATE



City of Rocky Ford BID SHEET

Burrell Avenue

New construction from 11th St. West to the end.

BIDDER: _____

CONTACT NAME: _____

PHONE #: _____

Please review the Scope of Work. The bidder agrees to furnish all labor, materials, equipment, and services required to replace the specified segment of asphalt.

TOTAL BID: \$ _____

PER SQUARE FOOT COST: \$ _____

CONTRACTOR PRINT NAME

SIGNATURE

DATE



City of Rocky Ford BID SHEET

S 17th St from Hopkins to Pine

BIDDER: _____

CONTACT NAME: _____

PHONE #: _____

Please review the Scope of Work. The bidder agrees to furnish all labor, materials, equipment, and services required to replace the specified segment of asphalt.

TOTAL BID: \$ _____

PER SQUARE FOOT COST: \$ _____

CONTRACTOR PRINT NAME

SIGNATURE

DATE



City of Rocky Ford BID SHEET

Bowen Drive

BIDDER: _____

CONTACT NAME: _____

PHONE #: _____

Please review the Scope of Work. The bidder agrees to furnish all labor, materials, equipment, and services required to replace the specified segment of asphalt.

TOTAL BID: \$ _____

PER SQUARE FOOT COST: \$ _____

CONTRACTOR PRINT NAME

SIGNATURE

DATE



City of Rocky Ford BID SHEET

Patch in front of Valley Wide on Burrell

BIDDER: _____

CONTACT NAME: _____

PHONE #: _____

Please review the Scope of Work. The bidder agrees to furnish all labor, materials, equipment, and services required to replace the specified segment of asphalt.

TOTAL BID: \$ _____

PER SQUARE FOOT COST: \$ _____

CONTRACTOR PRINT NAME

SIGNATURE

DATE



City of Rocky Ford BID SHEET

Service Cut/900 Block of Maple

BIDDER: _____

CONTACT NAME: _____

PHONE #: _____

Please review the Scope of Work. The bidder agrees to furnish all labor, materials, equipment, and services required to replace the specified segment of asphalt.

TOTAL BID: \$ _____

PER SQUARE FOOT COST: \$ _____

CONTRACTOR PRINT NAME

SIGNATURE

DATE



City of Rocky Ford BID SHEET

Service Cut/400 Block of Locust

BIDDER: _____

CONTACT NAME: _____

PHONE #: _____

Please review the Scope of Work. The bidder agrees to furnish all labor, materials, equipment, and services required to replace the specified segment of asphalt.

TOTAL BID: \$ _____

PER SQUARE FOOT COST: \$ _____

CONTRACTOR PRINT NAME

SIGNATURE

DATE