

MEMORANDUM

To: Prospective Paving Contractors
From: David Fox, Public Services Director
Date: 5-2-19

RE: Request for Proposals – Street Resurfacing

The City of Southport will be accepting proposals for street resurfacing work on various municipal streets within the City of Southport. Enclosed you will find a detailed list of streets to be resurfaced along with instructions to all those submitting proposals. Proposals will be accepted by the Office of the City Clerk, City of Southport, 1029 N Howe Street, Southport, NC 28461 until 2:00 P.M. May 30, 2019 at which time they will be reviewed for consistency and determination for potential award.

The City of Southport encourages you to submit an appropriate, competitive proposal for services. Should you have any questions regarding this matter, please feel free to contact David Fox at (910) 457-7935.

INSTRUCTIONS FOR SUBMITTAL

1. Each proposal must provide a unit cost per street location as listed on the Attached Paving List. The proposal to provide services must be signed and fully completed by the appropriate authorized party. Proposals may be rejected for any omissions, alterations of form, additions requested, conditional bids or irregularities of any kind.
2. Each proposal must be submitted in a sealed envelope appropriately marked so as to indicate its content without being opened. This envelope shall be addressed to the Public Services Director, 1029 N Howe Street, Southport, NC 28461. If forwarded other than by mail, the proposal shall be delivered directly to the office of the Public Services Director at 1010 N. Howe Street, Southport, NC 28461.
3. The service contract will be awarded to the lowest responsible bidder taking into consideration quality, performance and the time specified in the proposals for the performance of the contract.
4. Each proposal must be accompanied by a deposit equal to 5% of the net price proposed. This deposit may consist of cash or a cashier's check issued by a certified check drawn on a bank or trust company authorized to conduct business in the State of North Carolina or on a bank insured by the Federal Deposit Insurance Corporation, made payable to the City of Southport, or a 5% Bid Bond issued by any insurance company authorized to conduct business in the State of North Carolina. The deposit will be retained in the event of failure of the successful bidder to execute the contract within 10 days after the award or to provide satisfactory surety as required.
5. All proposals shall be for the provision of all necessary apparatus, supplies, materials, equipment, work and services necessary to complete the specified project in full and in accordance with the City of Southport's requirements.

CITY OF SOUTHPORT

STREET RESURFACING AGREEMENT

THIS AGREEMENT, made this the ____ day of _____, 2019 by and between the City of Southport, hereinafter called "Owner" and _____, doing business as a corporation hereinafter called "Contractor".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The Contractor will commence and complete all work specified on Attachment A.
2. Street Resurfacing work in all areas shall be sufficient to insure those NCDOT standards for roads are met.
3. The Contractor shall furnish all materials, supplies, tools equipment and labor.
4. The Contractor will commence the work required by these contract documents and detailed on Attachment A within **thirty (30)** calendar days after the date of the Notice to Proceed and will complete the same within **one hundred twenty (120)** calendar days or be assessed a penalty of **\$\$250.00** per day for liquidated damages for each calendar day beyond the completion date. The date for final completion will be _____.
5. The Contractor agrees to perform all of the work described in the Contract Documents and comply with the terms therein for the sum of _____.
6. The term "Contract Documents" means and includes the following:
 - (a) Proposal Forms
 - (b) Security Bond
 - (c) Agreement
 - (d) Payment Bond
 - (e) Notice of Award
 - (f) Notice to Proceed
 - (g) Change Orders (if applicable)
 - (h) Certificate of Liability Insurance (provided by Contractor to City of Southport)
7. The Owner will pay the Contractor at the completion of the project(s)
8. This Agreement shall be binding upon all hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by their duly authorized officials, this Agreement in three (3) copies each of which shall be deemed an original on the date first above written.

OWNER

City Manager

(Seal)

ATTEST:

City Clerk

CONTRACTOR:

By: _____
Name: _____
(please print)

Address: _____

(Seal)

ATTEST:

Name: _____

ATTACHMENT A

PROPOSAL TO THE CITY OF SOUTHPORT, NORTH CAROLINA

The undersigned party has carefully examined the attached form of the contract, specifications, and instructions and hereby declares that he will furnish the following items and services in such a manner as prescribed in the contract specifications and instructions to bidders for the following prices:

A. STREET RESURFACING

All resurfacing work is to be completed to meet acceptable, appropriate NCDOT specifications for this classification of roadways. Areas identified for resurfacing shall be resurfaced with a 1 & 1/2" seamless layer of SF 9.5A asphalt surface. All driveway entrances affected by resurfacing work performed by the selected Contractor shall be tapered to match existing level of all affected driveways as much as possible. In addition, any excess gravel, dirt, and/or debris shall be removed by the contractor prior to progressing to the next identified area. Also, shoulder work must be graded after resurfacing. Maintenance of traffic shall be in accordance with NCDOT standards. Prior to beginning work, selected contractor shall meet with City staff to present his schedule for the work and discuss project coordination and maintenance of traffic.

ONLY THE WORK IDENTIFIED IN THE PROPOSAL ABOVE SHALL BE NOTED BY CONTRACTORS. ADDITIONAL ITEMIZED EXPENSES WILL NOT BE CONSIDERED BY THE SOUTHPORT BOARD OF ALDERMEN WHEN AWARDING BIDS. HOWEVER, PROPOSALS FOR SERVICES NOT SUBSTANTIALLY FOLLOWING THE CRITERIA OUTLINED ABOVE MAY BE DISQUALIFIED, BASED UPON THE DISCRETION OF THE SOUTHPORT BOARD OF ALDERMEN. IF PROPOSALS EXCEED AVAILABLE FUNDS, THE CITY OF SOUTHPORT RESERVES THE RIGHT TO GROUP AND RESURFACE ONLY THOSE AREAS IDENTIFIED FOR WHICH FUNDS ARE AVAILABLE. IT IS THE RESPONSIBILITY OF THE BIDDER TO VERIFY ALL MEASUREMENTS. ALL WORK MUST BE COMPLETED WITHIN **120** CALENDAR DAYS FROM THE DATE OF NOTICE TO PROCEED.

NAME OF COMPANY: _____
SUBMITTED ON: _____, 2019
ADDRESS: _____
LICENSEE: _____
SIGNED: _____

Street Paving List 5-2-19

- W. 11th St. - 18' x 60'
- 5973 Spikerush Trail- 20'x 12' (manhole in cut)
- (1) W. Leonard & N. Lord St.- 25'x 22' (Storm drain grate in cut)
- (2) W. Leonard & N. Lord St.- (various measurements) 14' x 7.5'; 6' x 5' (sidewalk area)
- W. St. George & N. Lord St.- 16' x 16' (manhole in cut)
- 116 W. St. George St.- 18' x 20'
- Willis Dr. (starting at E. Moore)- 225' x 18' w/ apron @ E. Moore St.
- Willis Dr. @ E. Nash St.- 40' x 9' (entire single lane)
- 100 Herring Dr. (end cul-de-sac)- 35'x 20' (storm drain grate in cut)
- W. 9th St. (School)- 18'x 16' (entire lane and bike lane) (manhole in cut)
- Stuart Ave. & Holly Dr.- 10'x 20' w/ radius (manhole in cut)
- Park Ave. Ext (near pump station)- 42'x 18'
- Gray Squirrel Path (Turtlewood)- 18'x 11.5' (creek)
- Navigator Way (The Landing)- 20'x 45' (entire width)
- Atlantic Ave., from E. Leonard St. towards E. 9th St.- 1580' x 18' (entire road) (opt. 2 is 1360')
 - *20' overlay each direction @ E. 8th St.
 - *20' overlay 1 direction @ E. Owens (towards Howe)
 - *35' overlay 1 direction @ E. Owens St. (towards Cape Harbor)
- 306 W. Moore St.- 33'x 17' (new repair and old repair)
- S. Caswell to W. Bay St.- 345' x 5' (2 larger patches about 8' wide), also remove existing concrete skirt and pave.
- Brunswick St. from 410 Brunswick to 502 Brunswick- 380' x 18' w/overlay at Short St.
- 417 N. Howe St. (NC211)- 22' x'22'

- 407 N. Howe St. (NC211)- 22'x 22'
- Howe St. (NC211) & E. Brown St. (intersection)- 20'x 50' (from manhole)
- Howe St. (NC211) & Nash St. (intersection)- 32'x 32' (manhole in cut)
- 112 W. Nash St.- 18'x 20' (entire width, manhole in cut)
- 301 N. Howe St.- 23'x 25' (remove and redo previous repair)
- N. Caswell @ W. St. George- 10'x 20' (includes redo of existing patch)
- 416 E. Leonard St. (NCDOT)- 14' x 9'
- 410 N. Lord St.- 9'x 14'
- Bay St. from Atlantic Ave. to end of existing asphalt- 300'x 8' (average); this is from edge of existing road to sidewalk with a small 'hump' if possible to divert water.
- W. West St. @ N. Lord St.- 16'x 19' (manhole in cut)
- 614 W. West St.- 12'x 12' (manhole in cut)
- 316 Brunswick St.- 12'x 23' (entire width)
- W. Brown St. from N. Howe St. to N. Lord St.- 405' x 18'; section at entrance to W. brown off of N. Howe will need to be a wider patch at business area
- E. Nash St. @ Fodale Ave.- 18'x 45' w/apron at intersection

*All locations will have to be saw cut to size and asphalt and any excess stone will have to be removed and hauled off by contractor.
 * Some locations may require valve box, storm drain or manhole cover adjustments or ring risers and will be the responsibility of the contractor to provide and install.