

# **CITY OF SENECA**

# **LIGHT & WATER DEPARTMENT**

ENGINEERING

## **REQUEST FOR QUOTES**

**PROJECT: RFQ 2018-001**



## **RAILROAD STREET PAVEMENT RECLAMATION & RESURFACING**

**THIS IS NOT AN ORDER**

QUOTE REQUEST NUMBER: RFQ 2018-001

DATE OF INVITATION: February 27, 2018

QUOTES WILL BE RECEIVED AT:

City of Seneca Municipal Building  
221 E. North First Street  
P.O. Box 4773  
Seneca, South Carolina 29679

UNTIL 2:00 P.M. LOCAL TIME ON **WEDNESDAY, MARCH 14, 2018.**

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Project Name:	<u>Railroad Street Pavement Reclamation &amp; Resurfacing</u>
Project Location:	<u>Railroad Street (C-160)</u>
City/County/State:	<u>Seneca / Oconee / South Carolina 29678</u>
Project Number:	<u>RFQ 2018-001</u>
Response Deadline:	<u>Wednesday, March 14, 2018 @ 2:00 P.M. EST</u>

**INTRODUCTION**

City of Seneca (herein, Owner / City) is requesting quotations for pavement reclamation and resurfacing services to an existing street. The objective of this project is to receive cost estimates associated with required road repairs.

Quotes must be submitted on the form contained herein; quotes may be submitted via facsimile transmission. The submitted quotes shall reference Project: RFQ 2018-001, and be clearly labeled on the face of the envelope/page/fax sheet. Quotes must be complete and in U.S. dollars. See instructions and conditions enclosed herein.

The Owner reserves the right to reject any and all quotations, or any part thereof, negotiate changes in quotes, accept any quote or any part thereof, waive minor informalities or defects in any quote, and not to award a contract if it is in its best interest.

The Owner shall not be held responsible for Bidder’s lack of understanding of what is required by this solicitation. Should a Bidder not understand any aspect of this request, or require further explanation or clarification regarding the intent or requirements, it shall be the responsibility of the Bidder to seek guidance from the Owner’s designated Project Representative.

An Agreement/Contract resulting from this solicitation may be awarded to the responsive Bidder whose quote conforming to this solicitation appears to be the most advantageous to the Owner.

Each bidder/responder shall have fully ascertained recommended repairs. Further, each bidder is encouraged to visit the site and acquaint themselves with existing conditions prior to the submittal of responder’s quotation.

This solicitation is not to be construed as a commitment of any kind nor does it commit the City of Seneca to pay for any costs incurred in the submission of an offer or for any other incurred cost prior to the execution of a valid Agreement/Contract. BIDDER/RESPONDER TERMS AND CONDITIONS: PROSPECTIVE BIDDERS ARE CAUTIONED TO PAY PARTICULAR ATTENTION TO THIS CLAUSE. Bidder/Contractor imposed terms and conditions which conflict with the terms and conditions of this Request for Quotation are considered counter offers and, as such, will cause the Owner to consider the quotation non-responsive.

If a Bidder attaches additional terms and conditions as part of the quotation, such attachments must be accompanied by a disclaimer stating that in the event of conflict between the terms and conditions of this Request for Quotation and the terms and conditions of the Bidder/Contractor; the terms and conditions of the Request for Quotation will prevail.

The City of Seneca reserves the right to reject any or all quotes, waive informalities and minor irregularities, if such action is in its best interest.

Please direct all questions concerning this Request for Quotation to:

Mike Greenman  
Seneca Light & Water Engineering  
P.O. Box 4773, Seneca, SC 29679  
Telephone: 864.882.8457  
Fax Number: 864.885.0357  
Email: mgreenman@seneca.sc.us.

Questions must be submitted print form prior to 4:00 P.M. E.S.T. Tuesday, March 13, 2018.  
Questions submitted after that date and time will not be due a response.

## SCOPE OF WORK

### 1. DESCRIPTION OF SOLICITATION

The City of Seneca seeks to receive quotes for asphalt pavement reclamation and resurfacing services for Railroad Street, Seneca, South Carolina 29678; located at/near to **map coordinates: 34° 41' 04.4"N, 82° 56' 59.5"W (34.684564, -82.949862)**.

Interested and qualified Contractors are requested to submit a quote to:

- a. Provide, deliver, and fully warrant services of reclamation and asphalt resurfacing as prescribed.
- b. Remove, disposal of existing concrete sidewalk, curb and gutter; provide, deliver, and fully warrant installation of new concrete sidewalk, curb and gutter as designated.
- c. Include all costs for labor, materials, tools, permits, licenses, and equipment necessary for the completion of repairs to the facility.

## 2. PROJECT DESCRIPTION

### Existing Asphalt Surface ±4860 Square Yards;

The following repairs shall be included, but not limited to:

- Reclamation of existing asphalt surface.
- Application of Cement Modified Recycled Base (CMRB) method.
- Resurface roadway with two (2) inch compacted hot laid asphalt.

### Concrete Sidewalk w/Curb & Gutter; ±900 Feet of existing

The following repairs shall be included, but not limited to:

- Remove and dispose of existing concrete sidewalk w/curb & gutter (5½ft.) per owner's request.
- Install new concrete sidewalk, curb and gutter.
- Re-establish disturbed areas.

#### NOTES:

- It is recommended each Responder do an on-site visit to determine the extent of the work involved and the conditions under which the work will be performed.
- By submission of a quote, it shall be construed as evidence that such an examination has been made and no subsequent allowance will be acceptable in this connection.
- Scheduling of appointment to visit the project site is not required. However, requests for an on-site meeting with the project designated representative may be forwarded to:

Mike Greenman, Supervisor, Engineering Dept.

Telephone Number: (864) 882-8457

## 3. STATEMENT OF QUALIFICATIONS

Please provide a micro-brief statement of qualification to show ability to handle these requirements; submittal must include contact information.

## 4. ADDITIONAL REQUIREMENTS

- a) The selected Contractor shall possess the appropriate license and registration required for this Project; have appropriate safety and emergency procedures.
- b) All work performed shall be in compliance with appropriate OSHA standards, as well as all federal, state, county, and local ordinances and regulations. Contractor must obtain all required licenses, permits, and/or certifications.
- c) Upon award of a contract and prior to commencing work, the Contractor is responsible for furnishing any updated material sheet. In the event the Contractor substitutes the proposed product material to be used, the new product material or

chemical information must be submitted to the Owner prior to installing the new material.

- d) All work performed and completed in accordance with a valid Contract/Agreement will be subject to the acceptance of the City of Seneca by its authorized representative.
- e) The Contractor shall furnish to the City of Seneca, *upon award of a Contract/Agreement*, a certificate of insurance, and may be required to name the Owner as an additional insured party in amounts requested by the Owner and all insurance policies shall be maintained for the life of the contract. City of Seneca may require to be named as "ADDITIONAL INSURED" for its interest on all policies of insurance except Worker's Compensation, Automobile Liability, and Professional Errors and Omissions, as regards ongoing operations, products and completed operations, and this shall be noted on the face of the Certificate of Insurance. As part of the certificate of insurance requirement the Contractor shall also include acknowledgement and acceptance of the waiver of subrogation provision granted to the City of Seneca. This acknowledgement and acceptance should be included in the same section of the Certificate of Insurance that evidences the "Additional Insured" provision. The Contractor shall not allow any subcontractor to commence work on its subcontract until all similar insurance required of the subcontractor has been obtained.
- f) The selected Responder shall procure, maintain, and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from, or in conjunction with, the work performed on behalf of the Owner by the Contractor, his agents, representatives, employees or subcontractors. Proof of coverage as prescribed herein shall be submitted prior to the commencement of work and such coverage shall be maintained by the Contractor for the duration of the contract period.

## **5. PROPONENT DECLARATION**

By submittal of a quote the Responder declares to be fully informed and satisfied that the Project Specification is a bases used to obtain uniformity in submitted quotation prices; therefore actual quantities will be subject to adjustment by either increase or decrease, as deemed necessary, per conditions encountered during project construction and agreed by both the Project Contractor and the City of Seneca/designated representative. And should the quantities of work items be decreased or increased, the actual work quantity shall be completed at the unit prices stated herein.

## DEFINITIONS

**“Owner”** means the City of Seneca (*Authorized representative - Seneca Light & Water Department; Engineering*).

**“Contract” “Agreement” “Service Contract”** means a contract for services issued to formalize the acceptance of a submitted quote.

**“Contractor”** means the person(s), firm(s), or corporations(s) selected, by the Owner, to carry out all duties, obligations, work and service described in the Request for Quotation and all associated documentation, which may also include mutually agreed revisions subsequent to the submission of a Quote. Both **“Contractor”** and **“Proponent”** are complementary in terms of duties, obligations and responsibilities at the Request of Quotes stage, through evaluation process, execution and delivery of the services.

**“Responder” “Bidder” “Proponent”** means anyone submitting a valid response to this Request for Quotation.

**“Quote/Quotation/Proposal”** means the submission by the Proponent.

**“RFQ” “Request for Quotation”** shall mean the solicitation of cost estimates to complete a designated work; including complete set documents, specifications, drawings and addenda incorporated therein, and included in the Request for Quotation.

**“Services”** means and includes the provision by the selected Proponent of all services, work, duties and expectations as further described in the RFQ. This will also mean the whole of the work, tools, materials, labor, equipment, travel, and all that is required to be completed and furnished by the Contractor.

**“Supply” “Provide”** shall mean supply and pay for and provide and pay for the equipment, goods, materials or other items to be provided by the Contractor/Vendor to the Owner under the Contract.

**“Shall” “Must” “Will” “Mandatory”** means a requirement that is required to be met.

## **Certification Regarding Debarment & Other Responsibility Matters**

*Signed copies of the Certification Regarding Debarment and Other Responsibility Matters must be included in the proposal package.*

By submitting a Quote, the responder/bidder certifies, to the best of his/her knowledge and belief, that:

- I. Responder and/or any of its Principals
  - (A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency;
  - (B) Have not, within a three-year period preceding this quotation submittal, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of quotes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and
  - (C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission or any of the offenses enumerated in paragraph I (B) of this provision.
  
- II. Bidder has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any public (Federal, state, or local) entity.
  - (A) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; business manager; head of a subsidiary, division, or business segment, and similar positions).
  - (B) Bidder will provide immediate written notice to the Owner if, at any time prior to contract award, Bidder learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
  - (C) If the Bidder is unable to certify the representations stated in paragraphs (I), Bidder must submit a written explanation regarding its inability to make the certification. The certification will be considered in connection with a review of the Bidders responsibility. Failure of the Bidder to furnish additional information as requested by the Owner may render the Quote non-responsive.
  - (D) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (A) of this provision. The knowledge and information of a Bidder is not required to exceed that which is normally possessed by a prudent person in the ordinary

course of business dealings.

- (E) The certification in paragraph I (A) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Bidder knowingly or in bad faith rendered an erroneous certification, in addition to other remedies available to the City of Seneca, as the Owner, may terminate the Contract resulting from this solicitation for default.

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Authorized Signature

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Date



QUOTE SUBMISSION FORM

City of Seneca  
Light & Water Department  
Project: RFQ 2018-001  
Railroad Street (C-160) Reclamation & Resurfacing

BIDDER'S QUESTIONNAIRE

**Note: Failure to provide the information requested in this questionnaire may be cause for rejection of the solicitation on the basis of non-responsiveness.**

Name of Your Business: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address if Different: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Mailing Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

How many years has the business been under the above name? \_\_\_\_\_

Previous business name(s) if any: \_\_\_\_\_

My Quote Acceptance Period is \_\_\_\_\_ Days. *(Quotes providing less than thirty (30) calendar days for acceptance may be considered non-responsive and may be rejected.)*

Are you acting as a broker or the primary supplier in this transaction?

- Primary Supplier
- Broker

Business Information *(Please check all that apply):*

- My business is Individual
- My business is a Partnership
- My business is a Non-Profit
- My business is a Joint-Venture
- My business is a Corporation incorporated under the laws of the State of \_\_\_\_\_
  
- My business is full-time
- My business is part-time

The Bidder shall list any variations from or exceptions to the Terms, Conditions or Specifications of the Solicitation:

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Completed by: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**QUOTE FORM**

**City of Seneca  
Light & Water Department  
Project: RFQ 2018-001**

**Railroad Street (C-160) Reclamation & Resurfacing**

Bidders may offer two options. Prices quoted must include all applicable cost and delivery to site destination: Railroad Street (C-160), Seneca, South Carolina 29678; and comply with the specifications or include detail specifications for optional recommendation.

**Base Unit** (Price must include all labor, equipment, materials, tools, appurtenances, specifications, and warranty)

**Part #1 – Asphalt Road Reclamation and Resurfacing**

**Lump Sum Price:** \$ \_\_\_\_\_

**Part #2 – Remove and Dispose of existing S/W, C&G; Install new Concrete S/W, C&G**

**Lump Sum Price:** \$ \_\_\_\_\_

**TOTAL QUOTE** \_\_\_\_\_ **Dollars** (\$ \_\_\_\_\_)

Amounts are shown both in words and figures. If any discrepancy; the amount shown in words shall govern. The above quote prices includes all labor, materials, and equipment, as required; cleaning, removal, overhead, profit, fees, insurance, etc., to cover the several kinds called for.

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
SIGNATURE BY AND FOR THE BIDDER

\_\_\_\_\_  
COMPANY ADDRESS

\_\_\_\_\_  
PRINTED NAME OF ABOVE BIDDER

\_\_\_\_\_  
DATE OF QUOTE

\_\_\_\_\_  
DATE OF QUOTE

\_\_\_\_\_  
CONTACT PHONE NUMBER

\_\_\_\_\_  
CONTACT EMAIL

City of Seneca reserves the right to reject any or all quotes and to waive any irregularities as deemed necessary.