

Request for Proposal (RFP)

The City of Roanoke is currently soliciting bid proposals for fire lane striping for all City owned facilities with fire lanes.

Bids are due January 4, 2018 at 12:00 pm CST.

Request for Proposal

Fire Lane Striping

This Request for Proposal (RFP) is to provide the Fire Lane Striping for City of Roanoke owned facilities located at:

- City of Roanoke Fire Department 201 Fairway Dr, Roanoke, TX 76262
- City of Roanoke Law Enforcement Center 609 Dallas Dr, Roanoke, TX 76262
- City of Roanoke Community Park 201 Park Dr, Roanoke TX 76262
- City of Roanoke Recreation Center 501 Roanoke Rd, Roanoke TX 76262
- City of Roanoke Soccer Complex 505 Roanoke Rd, Roanoke TX 76262
- City of Roanoke Library 308 S. Walnut St. Roanoke TX 76262
- City of Roanoke Pool 412 S. Walnut St. Roanoke TX 76262
- City of Roanoke Public Works 265 Marshall Creek Rd, Roanoke TX 76262

Scope of Work

Specifications shall include:

Striping and specifications:

1. Red sprayed striping and white sprayed lettering will use an approved grade acrylic, striping paint for asphalt or concrete.
2. Apply marking paint in dry weather when pavement and atmospheric temperatures are fifty (50) degrees F. or above (or mfg. Specification) and are anticipated to remain above fifty (50) degrees F. for four (4) hours after completing application.
3. Equipment: Commercial compressed air spray striping machine capable of applying an even coating at the manufacturer's recommended thickness in an even width across the stripe. Or Commercial airless spray striping machine capable of applying an even coating at the manufacturer's recommended thickness in an even width across the stripe. No free hand striping will be allowed.
4. Inspect existing pavement surfaces for conditions and defects that will adversely affect quality of work, and which cannot be put into an acceptable condition through normal preparatory work as specified.
5. Do not place marking over unsound pavements. If these conditions exist, notify the Facilities Manager.
6. Starting installation constitutes contractor's acceptance of surface as suitable for installation.
7. Layout markings using guide lines, templates and forms. Stencils and templates shall be professionally made to industry standards. "Free hand" painting of wording shall not be allowed.
8. Thoroughly clean surfaces free of dirt, sand, gravel, oil and other foreign matter.
9. Protect adjacent curbs, walks, fences, and other items from receiving paint.
10. Apply stripes straight and even.

12. Apply stripes and other markings in accordance with the following from 2015 IFC section 503.3 “**(1) Striping** – Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6”) in width to show the boundaries of the lane. The words “NO PARKING FIRE LANE” or “FIRE LANE NO PARKING” shall appear in four inch (4”) white letters at 25 feet intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb. “

13. Barricade marked areas during installation and until the marking paint is dried and ready for traffic.

Scope of Work:

All lots shall be painted to replace existing fire lane markings.

All lots must be done on a Saturday & Sunday and must be ready for use on Monday morning.

Scheduling of the work will be through the Fire Marshal.

All bidders must make an appointment with the Fire Marshal prior to December 22, 2017 for access to the lots for measurements, etc.

All bids must be for a term of three (3) years with automatic renewals followed by two (2) one (1) year extensions possible. Painting will occur annually in July.

Contract Requirements

Primary Contact

The Fire Marshal of City of Roanoke will be the primary contact and interface between the successful bidder and the City of Roanoke.

Awarding of Contract

The City of Roanoke reserves the right to reject any or all proposals and to waive any minor informality or irregularity in proposals received. The contract shall be awarded to the bidder whose proposal is determined to be lowest responsive and responsible bidder. Only complete proposals will be accepted and considered. All partial or incomplete proposals will be rejected.

Contract Cancellation

The City of Roanoke may terminate the contract in whole or in part, with or without cause, with a written notification. In the event of cancellation, the successful bidder shall take all steps necessary and reasonable to mitigate close out costs to the City of Roanoke. Upon cancellation, the successful bidder will be paid for all services, labor and material up to the effective date of the cancellation.

Selection Process

The selection process for this project will be based on the company's qualifications and costs. Written proposals will be received, reviewed and evaluated. Prospective companies may be required to perform a presentation or be required to attend an interview session. No fee is required with the proposal. After the evaluation process, a selection will be made by the City of Roanoke. All bidders will be notified of acceptance or rejection.

Governing Law/Venue

This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. It is further agreed by the parties that any action at law, suit in equity, or other judicial proceeding to enforce or construe this Agreement, or regarding its alleged breach, shall be instituted in the Circuit Court of Denton County Texas or in the United States District Court for the State of Texas.

Any environmental laws, standards, or codes issued by the Environmental Protection Agency or Texas Commission on Environmental Quality will be followed, including waste and disposal. The successful bidder is required to dispose of all waste generated by them.

Indemnification:

Contractor to protect, defend, indemnify and hold harmless the City, its officials, employee agents, and representatives against all claims, liabilities, losses, damages, amounts paid in settlement, and expenses including reasonable attorney's fees related to or arising from negligent or wrongful acts or omissions of Contractor's employees, agents or representatives relating to the subject matter of this agreement.

Invoice Billing and Payment

The City of Roanoke cannot process or make payment for any labor and materials that has not already been rendered. No advance charges or payments will be processed.

Tax Exemption

The City of Roanoke is tax exempt for all charges.

Non-Payment of Invoice for Unsatisfactory Work or Invoice Discrepancies

First quality work is required. Substandard and/or careless performance of work will not be accepted. Work that is unsatisfactory will be brought to the attention of the successful bidder and will be corrected at no additional expense to the City of Roanoke. Payment of the unsatisfactory work will not be processed until the work has been corrected to the satisfaction of the Fire Marshal. The City of Roanoke is the sole arbitrator of successful bidder performance.

Proposal Submittal

Proposal Questions

Any request for information from a bidder regarding clarification or interpretation of this RFP must be emailed to the Fire Marshal by January 2, 2018 at noon. All information resulting from requests for information will be furnished to all prospective bidders in the form of an addendum.

Douglas M. Parks Fire Marshal, City of Roanoke Texas dparks@roanoketexas.com

Proposal Due: January 4, 2018 at 12:00 pm

Proposals shall be delivered to:

April S. Hill, City Secretary
City of Roanoke Texas
108 S. Oak
Roanoke, TX 76262

All bids shall be enclosed in a sealed envelope clearly marked Parking Lot Striping and submitted no later than date and time specified to address listed above. Bids received after date and time stated above will be rejected and will not be opened.

Proposal Signature Required

Each proposal form must be signed by an authorized company official and will be considered binding.

Proposal Required Documents

1. Current Taxes, Business License and Federal ID

Bidder must be current in payment of all Federal taxes Bidder must supply a Federal Identification number. Bidder and all listed and/or proposed subcontractors must be free of any current legal actions relating to maintenance assignments and have no current liens of any kind placed on the company or subcontractors.

2. Surety Bond

If the project cost exceeds \$25,000, the selected contractor shall furnish a payment bond with good and sufficient sureties, in the amount of the contract, for the payment of any and all materials, incorporated, consumed or used in connection with the construction of such work, and all insurance premiums, both for compensation, and for all other kinds of insurance, said work, and for all labor performed in such work whether by subcontractor or otherwise.

3. Workman's Comp Insurance

The successful bidder will furnish a Certificate of Insurance on all required coverage prior to the commencement of work under this contract. The Certificate of Insurance shall list the City of Roanoke Texas as the insured.

4. Comprehensive General/Public Liability and Property Damage Insurance

1. Bodily Injury Liability - All sums which the successful bidder shall become legally obligated to pay as damages resulting from bodily injury, sickness or disease, including death at any time resulting therefrom, sustained by any person other than its employees and caused by occurrence. Bodily Injury Each Occurrence \$1,000,000

2. Property Damage Liability - All sums that the successful bidder shall become legally obligated to pay as damages resulting from injury to or destruction of property, caused by occurrence.

Property Damage Each Accident \$1,000,000

Property Damage - Aggregate \$1,000,000

5. Automobile Liability Insurance:

1. Bodily Injury Liability - All sums which the successful bidder shall become legally obligated to pay as damages resulting from bodily injury, sickness or disease, including death at any time resulting therefrom, sustained by any person other than its employees caused by occurrence and arising out of ownership, maintenance, or use of any automobile.

Bodily Injury Each Person \$250,000

Bodily Injury Each Accident \$1,000,000

2. Property Damage Liability - All sums which the successful bidder shall become legally obligated to pay as damages resulting from injury to or destruction of property caused by occurrence and arising out of ownership, maintenance, or use of any automobile.

Property Damage Each Accident \$500,000

[The Remainder of this Page Intentionally Left Blank]

PROPOSAL FORM

DATE:

PROPOSAL OF: (Company Name)
(Address)
(City & Zip Code)
(Phone Number)

TO: City of Roanoke
April S. Hill, City Secretary
City of Roanoke
108 S. Oak St
Roanoke, TX 76262

Having carefully and completely examined the Request for Proposal documents pertaining to the scope of work and conditions for Parking Lot Striping RFP dated December 5, 2017, the undersigned agrees to furnish materials and labor on all work specified.

• City of Roanoke Fire Department 201 Fairway Dr, Roanoke, TX 76262	\$ _____
• City of Roanoke Law Enforcement Center 609 Dallas Dr, Roanoke, TX 76262	\$ _____
• City of Roanoke Community Park 201 Park Dr, Roanoke TX 76262	\$ _____
• City of Roanoke Recreation Center 501 Roanoke Rd, Roanoke TX 76262	\$ _____
• City of Roanoke Soccer Complex 505 Roanoke Rd, Roanoke TX 76262	\$ _____
• City of Roanoke Library 308 S. Walnut St. Roanoke TX 76262	\$ _____
• City of Roanoke Pool 412 S. Walnut St. Roanoke TX 76262	\$ _____
• City of Roanoke Public Works 265 Marshall Creek Rd, Roanoke TX 76262	\$ _____

Grand Total \$ _____

The signature of the bidder indicates that he/she understands and will comply with all terms and conditions as a part of this proposal and any subsequent contract. In compliance with the above, the undersigned offers and agrees if the proposal be accepted, to commence performance of the work specified in the documents.

Name of Bidder (please print)
Authorized Court Representative Signature

Address of Bidder

Title

December 5, 2017