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## REQUEST FOR PROPOSAL

PROJECT: Gateway Drive Trail  
Removal & Replacement  
Carlisle, Iowa

RECEIPT DATE: April 10, 2024  
2:00 PM Local Time

AWARD DATE: April 11, 2024  
Special Council Meeting at 6:30 PM

COMPLETION DATE: August 30, 2024

TO: Invited Bidders

The work to be performed consists of removing an existing asphalt trail and replacing it with a PCC trail of the same width (10' wide). Asphalt trail is located west of an existing PCC trail and east of the Karras-Kaul Connector Trail, which is a project designed by the City of Des Moines and currently under construction (10' wide).

### **Project Scope**

The scope of this project is as follows:

- 1) Contractor shall furnish and install all traffic control for the proposed work herein. At a minimum, alternating one-way traffic is required at all times (full roadway restriction is not allowed).
- 2) Contractor shall remove the existing asphalt trail for a length of 0.3 miles. Asphalt trail is 5" thick and 10' wide.
- 3) Contractor shall provide subgrade preparation to a width of 14' (2' outside of the paving area).
- 4) Contractor shall place granular subbase to assure top of PCC trail drains over the existing Gateway Drive top of curb (2% from edge of trail to top of curb). Note that existing trail is 5" thick and proposed trail is 6" thick. The need for granular subbase varies along the project and is not required everywhere. Use of rock for convenience in paving/grading will not be paid for. Subbase materials shall be strictly be used and subsequently paid for to increase the elevation of the trail paving surface for drainage.
- 5) Contractor shall pave PCC trail with C mix. PCC trail shall be paved using slip-form paver. PCC paving shall be 6" thick (minimum). PCC paving shall be 10' wide (minimum). Proper curing is required.
- 6) Contractor shall furnish and place soil where necessary to assure trail is properly backfilled and drainage is achieved.
- 7) Contractor shall furnish and place topsoil at a depth of 6" in disturbance areas. Contractor may utilize existing topsoil where possible.
- 8) Contractor shall provide air/slump tests and shall provide cylinders and testing of cylinders to verify compressive strength.
- 9) All mobilization and demobilization costs shall be included in the proposal.

All work and materials shall be as per SUDAS. Any defective work, per SUDAS, shall be removed and replaced at the contractor's expense.

Target cross slope for the trail paving surface shall be 1.5%. Any trail paving above 2% shall be considered defective.

### **Site Visit**

Prospective bidders are encouraged to visit the site. A tour of the site may be arranged by calling City Hall to speak with Deven Markley at 515-989-3224.

### **Tax Exemption**

Owner is exempt from State of Iowa sales and use taxes on materials and equipment to be incorporated in the Work. Said taxes shall not be included in the proposal. Owner's exemption does not apply to construction tools, machinery, equipment, or other property purchased by or leased by Contractor, or to supplies or materials not incorporated into the work. The Contractor shall provide a listing to the Owner identifying all appropriate subcontractors qualified for use of the tax exemption certificate. The listing shall include the Federal Employer Identification Number (FEIN) for the Contractor and each Subcontractor. The Contractor shall be responsible for complying with all applicable provisions of Iowa Code Section 422.

The Owner will complete an on-line application to register this Contract with the Iowa Department of Revenue and Finance and will furnish the Contractor and all listed subcontractors with an authorization letter and Tax Exemption Certificate for use in the purchase of supplies and materials to be incorporated into the Work. The Contractor and subcontractors may make copies of the tax exemption certificates and authorization letters and provide a copy to each supplier providing construction materials to be incorporated into this project.

### **Proposal Requirements**

Contractors shall include in their proposal unit and/or lump sum prices, and a total price based on these estimated quantities for all materials, equipment, and labor deemed necessary by the Contractor to complete the work.

Contractor's proposal/agreement, including the attached Unit Price Basis of Bid Form, shall be prepared and submitted by 2:00 PM on April 10, 2024. Proposals shall be delivered either by email or as hard copies to the following address by the specified time and date:

**Deven Markley, City Administrator**  
**100 N. 1st Street**  
**Carlisle, Iowa 50047**  
[dmarkley@carlisleiowa.org](mailto:dmarkley@carlisleiowa.org)

### ***Bond Requirements***

A Performance and payment bond is required to secure the performance and timely completion of work and to secure the payment of subcontractors and suppliers. A bid bond is not required. A maintenance bond is required for the work and shall be 2-years from the date of substantial completion.

### ***Insurance Requirements***

The Contractor shall provide a copy of their Certificate of Insurance with the Proposal to verify that they maintain liability and workers compensation insurance. Limits of insurance shall be in accordance with Part 1 of the SUDAS Standard Specifications.

Proposals received late will not be considered. It is anticipated that the Proposals will be considered at the Special City Council meeting at 6:30 PM on April 10, 2024 at City Hall. Assuming City Council approval at the April 11 meeting, the work included under this Request for Proposal shall be completed no later than August 30, 2024.

The City reserves the right to reject all proposals and defer acceptance of any proposal for up to thirty-five (35) days from the date of receipt. The City reserves the right to waive any bid irregularity.

Upon acceptance by the City Council of the Proposal in the best interest of the City, the City shall issue a Purchase Order to the Contractor with payment from cash on hand. Progress payments shall be made monthly based on invoices prepared by the Contractor for work completed.

Contract terms and conditions shall be in accordance with the bidder's standard form submitted with the Proposal with the exception that the Owner may withhold payment or reduce payment in the event the work is determined defective by the Owner.

Questions should be directed to:

Deven Markley, City Administrator  
100 N. 1st Street  
Carlisle, Iowa 50047  
[dmarkley@carlisleiowa.org](mailto:dmarkley@carlisleiowa.org)

**UNIT PRICE BASIS OF BID**

**GATEWAY DRIVE TRAIL  
REMOVAL & REPLACEMENT**

**CARLISLE, IOWA**

Item Number	Item Description	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Mobilization	1	LS		
2	Traffic Control	1	LS		
3	Removal of Existing Trail	1760	SY		
4	Subgrade Preparation	2,464	SY		
5	Trail Paving, PCC, 6-inch	1760	SY		
6	Shouldering, Earth	31.7	STA		
7	Granular Subbase	300	TON		
8	Furnish and Place Topsoil	100	CY		
9	Testing	1	LS		
				<b>Total</b>	<b>\$</b>

# Exhibit A – Location Of Work



