

Heather Russell  
City Administrator



114 S Rollins, Centralia, MO 65240  
Phone (573) 682-2139

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## City of Centralia

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March 24, 2020

To: All Interested Parties  
RE: Request for Proposal for Asphalt Overlays – April 2020

The City of Centralia will receive sealed proposals for asphalt overlays until 2:00 p.m. CDT on Thursday, April 23, 2020.

Tara Strain, City Clerk  
Centralia City Hall  
114 South Rollins St.  
Centralia, Missouri 65240

The sealed envelope shall be plainly marked: Centralia Asphalt Proposals – April 2020.

All interested parties are requested to fill in the enclosed proposal sheet accompanying this letter and submit such as their proposal.

Questions or requests for additional information should be directed to Director of Public Works & Utilities, Mike Forsee at (573) 682-2139 or [mforsee@centraliamo.org](mailto:mforsee@centraliamo.org)

Thank you for your interest.

Sincerely,

*Heather Russell*

City Administrator  
City of Centralia, Missouri

## **PROPOSAL**

### **INSTRUCTIONS TO CONTRACTORS:**

1. The successful Contractor shall supply all labor, equipment, materials, and tools necessary to perform the work as outlined under SCOPE OF WORK.
2. All prices shall be for work in place in Centralia, Missouri.
3. Quantities are estimates only and are subject final measurement upon completion of the work.
4. The SCOPE OF WORK is subject to change pending evaluation of the Proposals and monies available to complete the work. The successful Contractor shall execute a contract that incorporates the Proposal Documents, as amended by any such changes.
5. Payment shall be made after:
  - A. All work has been completed;
  - B. Acceptable weight tickets and invoices have been received; and
  - C. Contractor has provided any necessary documentation to show compliance with the Missouri Prevailing Wage Law, where applicable.
  - D. The pay request has been approved by the Board of Aldermen during one of their regularly scheduled Board meetings.
6. The City of Centralia reserves the right to accept or reject any or all Proposals or to waive any technicalities or informalities if it be in its best interest to do so.
7. A list of project references shall be provided upon request.
8. All work shall be completed on or before Friday, November 27, 2020.
9. All Proposals shall remain firm for a period of thirty (30) calendar days after opening for the purpose of reviewing such and formal approval by the Board of Aldermen.
10. When requested, the successful Contractor shall make every effort to keep one lane of traffic open at all times.
11. The City will furnish a Missouri Project Exemption Certificate to the successful Contractor. Otherwise, all taxes which might lawfully be assessed against the City shall be included in the Proposal and paid by the Contractor from monies received from the satisfaction of this contract.
12. The successful Contractor will agree to hold harmless, indemnify and defend the City of Centralia from any actions taken as part of this project that are not the direct result of negligence on the part of the City of Centralia.
13. The successful Contractor shall obtain and maintain throughout the project insurance. The Contractor will also agree to name the City of Centralia as an additional insured per occurrence and provide certificates of insurance that specifically state this and the standard construction endorsement demonstrating the following Workers Compensation, General Liability, and Vehicle Liability prior to beginning work to the following amounts:

- Liability and motor vehicle insurance at or above \$1,000,000 per occurrence and \$1,000,000 aggregate,
- Workers' Compensation insurance at statutory levels.

14. The successful Contractor shall be responsible for obtaining all applicable licenses and permits prior to beginning work.
15. A Payment Bond for payment of any and all materials incorporated, consumed, or used in connection with the construction of the project as required by RSMo Sec. 107.170 for the full amount of the Proposal will be included as part of the Proposal. No Bid or Performance bond is to be required.
16. Prevailing wages, when required by Missouri law and as published by the Missouri Division of Labor Standards, shall be paid by the Contractor to all employees during the performance of the work.
17.
  - (A) The Contractor shall provide a ten (10) hour Occupational Safety and Health Administration (OSHA) construction safety program for all employees who will be on-site at the project. The construction safety program shall include a course in construction safety and health that is approved by OSHA or a similar program approved by the Missouri Department of Labor and Industrial Relations that is at least as stringent as an approved OSHA program as required by Section 292.675 RSMo.
  - (B) If any on-site employee had not previously completed a construction safety program, Contractor shall require those on-site employees to complete a construction safety program within sixty (60) days after the date work on the project commences.
  - (C) Contractor shall acknowledge and agree that any of Contractor's employees found on the project site without documentation of the successful completion of a construction safety program shall be required to produce such documentation with twenty (20) days, or will be subject to removal from the project.
  - (D) Contractor shall require all of its subcontractors to complete with the requirements of this Section and Section 292.675 RSMo.
  - (E) Pursuant to Section 292.675 RSMo, Contractor shall forfeit to City as a penalty two thousand five hundred dollar (\$2,500.00), plus one hundred dollars (\$100.00) for each on-site employee employed by contractor or its subcontractor, for each calendar day, or portion thereof such on-site employee is employee without the construction safety training required in subsection (a) above.
  - (F) The penalty described in subsection (E) above shall not begin to accrue until the time periods described in subsections (B) and (C) above
  - (G) Violations of Section (A) above and impositions of the penalty described in this section shall be investigated and determined by the Missouri Department of Labor and Industrial Relations. In the event that the Missouri Department of Labor and Industrial Relations has determined that a violation of Section 292.675 RSMo has occurred and that a penalty as described in subsection (E)

above, shall be assessed, the City shall withhold all sums and amounts due and owing when making payments to Contractor under the contract for this Proposal.

18. Bidders are informed that pursuant to Section 285.530, RSMo, as a condition of the award of any contract in excess of five thousand dollars (\$5,000.00), the successful bidder shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program (e.g. e-Verify) with respect to the employees working in connection to the contracted services. Successful bidders shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection to the contracted services. An example is seen as Attachment B.
19. Bidders are informed that the Project is subject to the requirements of Section 292.675, RSMo, which requires all contractors or subcontractors doing work on the Project to provide, and require its on-site employees to complete, a ten (10) hour course in construction safety and health approved by the Occupational Safety and Health Administration ("OSHA") or a similar program approved by the Missouri Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA program. The training must be completed within sixty (60) days of the date work on the Project commences. On-site employees found on the worksite without documentation of the required training shall have twenty (20) days to produce such documentation.
20. The Contractor shall comply with all state and federal statutes relating to nondiscrimination, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C paragraphs 2000d and 2000e, et seq.), as well as any applicable titles of the "Americans with Disabilities Act" (42 U.S.C. paragraph 12101, et seq.)

## SCOPE OF WORK

### SECTION A. Asphalt Overlays

#### Required Work for each street:

1. Sweeping of surface.
2. Provide place and compact wedge asphalt course as needed.
3. Provide, place and finish 1", 1-1/2" or 2" (as noted) of compacted Type C Asphaltic Concrete Pavement over the entire street, from the edge of the street or the concrete gutter.
4. Tack Coat is an incidental item.
5. Mill butt joints at start and ends of overlays and at intersections with previously paved streets.
6. Provide City with at least 24 hours of notice prior to starting work on any street.
7. Where identified by City and where possible, contractor shall lay asphalt adjacent to connecting sidewalks in a manner that minimizes changes in slope and does not create additional barriers to handicapped accessibility.

#### Provided by City:

1. Notify residents and businesses to allow removal of vehicles prior to starting work.
2. Pavement of any transitions to driveway or side streets, when such transition extends more than two feet from the nominal edge of the overlay.
3. Adjustment of height of sewer manholes and valve boxes prior to Contractor's commencement of work and adjustment of height of valve boxes at the time of overlay work.

#### Quality Assurance:

Per Section 403, Missouri Highway and Transportation Commission specifications.

#### Use of Recycled or Recovered Material:

Per Section 401, Missouri Highway and Transportation Commission specifications

#### BASIC WORK:

- Item 1. **Hulen Street:** From South Howard Burton Drive, west for the entire length of the street. Approximately 634 feet long by 20 feet wide by 2 inches thick. **Estimated 168 tons of asphalt.**
- Item 2. **Lakeview St:** From Adams Street, west to the intersection of Lakeview St and Hwy 124, plus some milling. Approximately 1776 feet long by 22 feet wide by 2 inches thick. **Estimated 517 tons of asphalt.**
- Item 3. **Bruton Street:** From the intersection of Allen Street and Bruton Street, east to the intersection of Jenkins Street and Bruton Street. Approximately 1170 feet long by 16 feet wide by 2 inches thick. **Estimated 248 tons of asphalt.**
- Item 4. **Reed Street:** From the intersection of Reed Street and Whitman Street, south to the intersection of Reed Street and Bruton Street. Approximately 623 feet long by 26 feet wide by 2 inches thick. **Estimated 215 tons of asphalt.**
- Item 5. **Whitman Street:** From the intersection of Whitman Street and Denton Street, east to the intersection of Whitman Street and Reed Street. Approximately 306 feet long by 20 feet wide by 2 inches thick. **Estimated 81 tons of asphalt.**
- Item 6. **Allen Street:** From the intersection of Allen Street and Lakeview Street, north to the intersection of Allen Street and Bruton Street. Approximately 1354 feet long by 22 feet wide by 2 inches thick. **Estimated 395 tons of asphalt.**
- Item 7. **Rollins Street:** From the intersection of Rollins Street and Barnes Street, north to the intersection of Rollins Street and Railroad Street, plus some milling along existing curbs. Approximately 1239 feet long by 60 feet wide by 2 inches thick. **Estimated 985 tons of asphalt.**
- Item 8. **Hickman Street:** From the intersection of Hickman Street and Singleton Street, north to the intersection of Hickman Street and Railroad Street. Approximately 460 feet long by 46 feet wide by 2 inches thick. **Estimated 280 tons of asphalt.**

- Item 9. **Singleton Street:** From the intersection of Singleton Street and Hickman Street, east to the intersection of Singleton Street and Rollins Street, plus some milling along existing curbs. Approximately 600 feet long by 55 feet wide by 2 inches thick. **Estimated 437 tons of asphalt.**
- Item 10. **Southland Street:** From the intersection of Howard Burton Drive and Southland Street, east for the entire length of the street. Approximately 968 feet long by 24 feet wide by 2 inches thick. **Estimated 308 tons of asphalt.**
- Item 11. **Howard Burton Drive:** From the intersection of Howard Burton Drive and Tarr Street, south to the intersection of Howard Burton Drive and Southland Street. Approximately 298 feet long by 22 feet wide by 2 inches thick. **Estimated 87 tons of asphalt.**
- Item 12. **Allen Street:** Between the two sets of railroad tracks on Allen Street, in front of the Hubbell main office. Approximately 356 feet long by 50 feet wide by 2 inches thick. **Estimated 236 tons of asphalt.**

TOTAL ESTIMATED WORK FOR BASIC WORK: **3,957 tons**

# ATTACHMENT A

## PROPOSAL FORM

Centralia Asphalt Proposals – April 2020

NAME OF FIRM: \_\_\_\_\_

MAIN CONTACT: \_\_\_\_\_

MAIN PHONE NUMBER: \_\_\_\_\_ FAX NUMBER (optional): \_\_\_\_\_

MAILING ADDRESS OF FIRM:

Street

City,

State Zip Code

EMAIL ADDRESS

@

Include any additional information about your staff, equipment, or operations that you feel better explains why the City should select your firm.

### REFERENCES (OPTIONAL)

1. Business Name: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Additional information: \_\_\_\_\_

2. Business Name: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Additional information: \_\_\_\_\_

THE FOLLOWING BID IS THE OFFICIAL SUBMISSION OF OUR FIRM AND CONTAINS NO KNOWN ERRORS OR OMISSIONS:

SIGNATURE

DATE

NAME PRINTED

TITLE

**SPECIFICATIONS: Centralia Asphalt Proposals – April 2020**

For the work as shown in the Instructions to Contractors and Scope of Work described above. The below signed Contractor proposed the amounts shown below.

Basic Work. Estimated 3,957 tons of installed asphalt overlay as described.

(NOTE 1: THE CITY ANTICIPATES HAVING APPROXIMATELY \$296,650 AVAILABLE FOR AT ITEMS 1 THROUGH 12. DEPENDING UPON UNIT COSTS AND ACTUAL QUANTITIES INSTALLED, THE CITY RESERVES THE RIGHT TO DELETE ITEMS OR ADD ONE OR MORE BLOCKS OF SIMILAR WORK AS THE PROJECT PROGRESSES.)

	QTY	UNIT PRICE	EXTENDED PRICE
2" Asphalt Overlay (BP1)	_____ Tons	\$ _____/Ton	\$ _____
Curb Milling (0" to 2")	_____ SY	\$ _____/SY	\$ _____
ESTIMATED TOTAL PROJECT COST			\$ _____

Estimated start date based on notice to proceed by May 18, 2020: \_\_\_\_\_

Please acknowledge:

Insurance requirements are acceptable:

Yes \_\_\_\_\_ No \_\_\_\_\_

We understand the requirements for prevailing wage, e-verify, equal opportunity hiring and applicable city, state and federal laws and regulations:

Yes \_\_\_\_\_ No \_\_\_\_\_

Payment Bond requirements are acceptable:

Yes \_\_\_\_\_ No \_\_\_\_\_

We believe that we can complete the scope of work by November 27, 2020:

Yes \_\_\_\_\_ No \_\_\_\_\_

Bids/Proposals/Qualifications shall be submitted by mail or in person on the bid form (Attachment A) and delivered to the City of Centralia **NO LATER** than: **2:00 p.m. CDT on Thursday, April 23, 2020**

Bids/Proposals/Qualifications must be sealed and labeled: **"Centralia Asphalt Proposals – April 2020"**

All bids will be publicly opened at approximately 2:01 p.m. on Thursday, April 23, 2020.

Bids should be addressed to:

**Tara Strain, City Clerk**  
**City of Centralia**  
**114 S. Rollins St.**  
**Centralia, MO 65240**

**RE: Centralia Asphalt Proposals – April 2020**

Questions regarding this REQUEST FOR PROPOSALS may be directed to: DIRECTOR OF PUBLIC WORKS & PUBLIC UTILITIES, MIKE FORSEE, 114 S. Rollins St., Centralia, MO 65240. Phone: (573) 682-2139. Email: mforsee@centraliamo.org



## ATTACHMENT B

### AFFIDAVIT OF WORK AUTHORIZATION ANNUAL RENEWAL DOCUMENT

The contractor who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization Annual Renewal Document.

Comes now \_\_\_\_\_ (Name of Business Entity Authorized Representative) as \_\_\_\_\_ (Position/Title) first being duly sworn on my oath, affirm \_\_\_\_\_ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that \_\_\_\_\_ (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

***In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)***

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
E-Verify Company ID Number

Subscribed and sworn to before me this \_\_\_\_\_ of \_\_\_\_\_. I am  
(DAY) (MONTH, YEAR)  
commissioned as a notary public within the County of \_\_\_\_\_, State of  
(NAME OF COUNTY)  
\_\_\_\_\_, and my commission expires on \_\_\_\_\_