

Request for Proposal to  
Chip Seal parking Lots at the  
Northland Pines Elementary Schools in Land O Lakes and Saint Germain  
**Bid Deadline: June 12, 2023 by 12 Noon**

Background and Objectives

1. The Northland Pines School District is seeking proposals to Chip Seal Parking Lots of the Elementary Schools in Land O Lakes and Saint Germain.
2. Site visit can be scheduled with Dave Bohnen, Director of Buildings and Grounds, by calling 715-479-5031 or email [dbohnen@npsd.k12.wi.us](mailto:dbohnen@npsd.k12.wi.us)
3. It is the School District's intent to hire the best qualified contractor for the job; therefore, we reserve the right to reject or accept any Proposal submitted.

Solicitation Process

1. Each contractor submitting a proposal must demonstrate that they meet the expectation of the School District as it pertains to this project.
2. Responses to the proposal request must be submitted in writing, or via email, signed by an authorized officer or an agent of the respondent.
3. All qualified submissions must be received by the Northland Pines School District, in the District Office clearly marked "**Chip Seal Project**", by June 12, 2023, at 12 noon. Any submission received after this time will not be considered.
4. **Proposals will be discussed at the Finance Committee meeting, currently scheduled for Tuesday June 20, 2023 at 2 PM, at the Northland Pines District Office Conference Room, located at 1800 Pleasure Island Road, Eagle River, Wisconsin. This meeting will be posted and is open to the public.**

Minimum Project Requirements

1. Provide the District with proposals to, overband crack seal, flex patch any dipped cracks, apply single layer of 3/8in. chip seal, and restripe per existing markings.
2. Proposals must provide sufficient information to enable the School District to understand the overall proposal and the services to be provided.
3. Proposals should be for work starting July 1, 2023 and to be complete no later than August 21, 2023.
4. The School District reserves the right to request clarification and/or additional information from any respondent.

Each proposal submitted should include, but is not limited to including, the following requirements.

### **General Requirements**

- Overband crack seal.
- Flex patch any dipped cracks.
- Apply single layer of 3/8in. chip seal.
- Sweep, pickup and dispose of loose chips offsite.
- Re-stripe per existing layout, including crosswalks and directional arrows.

### **Warranty and Service Contract Requirements**

- Please provide copies of manufacturer warranties on all relevant products used.
- Please provide written warranty on all installation/workmanship for no less than two years.

### **Insurance Responsibility**

- Maintain worker's compensation insurance as required by Wisconsin Statutes for all employees engaged in the work.
- Maintain commercial liability, bodily injury and property damage insurance against any claim(s), which might occur in carrying out this agreement/contract. Minimum coverage shall be one million dollars (\$1,000,000) each occurrence / two million dollars (\$2,000,000) general aggregate liability for bodily injury and property damage including products liability and completed operations. Provide motor vehicle insurance for all owned, non-owned and hired vehicles that are used in carrying out this contract. Minimum coverage shall be one million dollars (\$1,000,000) per occurrence combined single limit for automobile liability and property damage. Maintain an Installation Floater covering labor, materials and equipment to be used for completion of the work performed against all risks of direct physical loss, excluding earthquake and flood, for an amount equal to the full amount of the improvements.
- The Customer reserves the right to require higher or lower limits where warranted. Upon request by the Customer, the Contractor is required to provide a Certificate of Insurance with a minimum 60-day cancellation notice, from an insurance company licensed to do business in the State of Wisconsin.

## **Good Faith**

- Both parties agree to negotiate in good faith to adjust actual pricing as necessary for specific adjustments. Price changes will be implemented via change-order based on mutual consent of both parties.

## List of Bid Proposal Components

Please clearly number each section for our ease of evaluation.

### **1. Transmittal Letter –**

Please provide a statement signed by a party authorized to sign binding agreements for projects of the type contemplated herein -- the letter shall clearly indicate that the respondent has carefully read all the provisions in the proposal request.

Please include information as to your company's ability to meet the installation deadline, what could prevent your company from meeting the deadline, and what remedies your company could offer the customer if the deadline is not met.

### **2. Product description**

Respondents shall:

- a) Describe the Chip sealing process.
- b) State that the project will comply with all of the Minimum Project Requirements, or list the items that would not comply and state why.
- c) Describe the attributes that your company proposes for this project and why those attributes would be in the best interest of the Northland Pines School District.
- d) For the project proposed please provide a time line.

### **3. Warrantees**

Respondents shall state clearly the warranty period and type for:

- a) All installation/workmanship for no less than two years.
- b) All relevant products used.

### **4. References**

Respondents shall provide three references from other chip sealing projects.

## General Rules

1. No Obligation –Northland Pines School District reserves the right to cancel or re-issue this proposal request at any time, and to solicit qualifications through any other appropriate method.
2. Rejection of Proposals – The selection committee may reject any response that it deems to be incomplete, unresponsive, and significantly inaccurate in its representation or which is unacceptable. Northland Pines School District also reserves the right to reject any proposal submitted and accept the bid that is in the best interest of the school district regardless of cost.
3. Substitutions – Respondents may substitute or alter their responses subsequent to the submission date only if such changes are approved in writing to Northland Pines School District.
4. Cost of Proposal and Non Compensation – Each respondent is solely responsible for all costs associated with responding to this bid request. Northland Pines School district will not in any event reimburse any respondent for any costs associated with this bid request.
5. Delivery of Proposals - Each respondent is solely responsible for assuring a timely submittal of its response to Northland Pines School District. Late responses will not be accepted. Proposals must be submitted by paper copy, or email, [dbohnem@npsd.k12.wi.us](mailto:dbohnem@npsd.k12.wi.us) to Northland Pines School District, Attn. Dave Bohnen, Northland Pines District Office, 1800 Pleasure Island Road, Eagle River, WI 54521.
6. Withdrawal of Proposal – Responses to this proposal request may be withdrawn after submission by written request to Northland Pines School District.
7. Disposition of Proposals– All submittals and the information therein become the property of the Northland Pines School District upon submittal. Proposals shall be returned only at the School District’s sole discretion.