



PAVING AND RESURFACING FY 2024 - 2025

TOWN OF OAK ISLAND, NC

JANUARY 2024

PAVING AND RESURFACTING
FY 2024-2025

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January 3, 2024

**SUBJECT: REQUEST FOR PROPOSAL;
PAVING & RESURFACING FY 2024-2025
TOWN OF OAK ISLAND, NC**

Dear Sir:

You are hereby invited to submit sealed bids for paving and resurfacing of existing streets for the Town of Oak Island, NC. The work will entail street resurfacing and associated work. Copies of the Bid Advertisement, Bid Instruction, proposed Agreement to be executed with the successful bidder, the project Bid Schedule and miscellaneous attachments are enclosed herein.

The Town will evaluate the bids based on the sum of the "Total Bid" for the Projects. The Town reserves the right to reject any or all of the project bids or bidders.

There will be no PRE-BID MEETING ; questions can be sent to sthornall@oakislandnc.gov

Bids will be opened on February 26, 2024 at 10:00 A.M. in the second floor conference room of the Oak Island Town Hall, 4601 East Oak Island Drive, Oak Island, North Carolina. If you have any questions or require further information, contact Oak Island Public Works at 910-201-8063.

Sincerely,

Scott Thornall

Public Works Director

Enclosure: Advertisement, Instructions, Agreement & Schedules with attachments

ADVERTISEMENT FOR BIDS

Town of Oak Island, North Carolina

For

STREET PAVING AND RESURFACING FY 2024-2025

Pursuant to G.S. 143-129, interested parties are invited to submit sealed proposals to accomplish “STREET PAVING AND RESURFACING” for the Town of Oak Island, North Carolina.

Proposals will be received by Mr. David Kelly, Town Manager, at the Oak Island Town Hall, 4601 East Oak Island Drive until 10:00 A.M. on February 26, 2024. At that time, the proposals received will be publicly opened and read.

Instructions for submitting bid proposals and the accompanying specifications and bid conditions may be obtained at the office of the Town Clerk in the Oak Island Town Hall during normal weekday office hours, 8:00 A.M. to 4:30 P.M.

A five percent (5%) bid deposit is required on all purchases/bids that would amount to \$2,500.00 or more. Such bid deposits must accompany all such bid proposals in the form of cash or a certified check or cashier’s check or U.S. Money Order made out to the Town of Oak Island, or a surety bond, as required by North Carolina law (G.S. 143-129).

TOWN OF OAK ISLAND

INSTRUCTIONS TO BIDDERS

READ VERY CAREFULLY

1. Each Bidder must submit their proposal on the bid proposal form provided. The proposal shall be signed by an official of the bidding firm authorized to bind such firm by the proposal. The bidder shall sign his proposal correctly and proposals will be rejected if they show any omissions, additions not called for, exceptions, conditional bids, or irregularities of any kind. Attached to the proposal, and made part thereof, shall be any and all appendices as required by the specifications. References of equipment sold, work performed, or articles desired by specification may be required.
2. The proposal must be submitted in a sealed envelope, so marked as to indicate its contents without being opened. The envelope shall be placed in another envelope addressed to Mr. David Kelly, Town Manager, 4601 E. Oak Island Drive, Oak Island, North Carolina 28465. If forwarded otherwise than by mail, it must be delivered to the Town Manager's office, or to the Town Clerk, or to the Public Works Director.
3. The proposal must be accompanied by a deposit equal to not less than five percent (5%) of the bid. This deposit shall consist of cash or a cashier's check issued by, or a certified check drawn on, a bank insured by the Federal Deposit Insurance Corporation; or a U.S. Money Order payable to the Town of Oak Island; or a 5% bid bond issued by any insurance company authorized to do business in North Carolina. Said deposit shall be retained by the Town of Oak Island in the event of failure of the successful bidder to execute the contract within ten days after a notice of award or to give satisfactory surety as required.
4. Proposals will be opened promptly and read at the hour and on the date set in the advertisement and the bid invitation cover letter. The bid opening shall be conducted in the Town Hall, Oak Island, North Carolina, at that appointed time. Bidders or their authorized agents are invited to be present, but do not have to be to be considered.
5. The name of a certain, brand, make, or model when used, is intended to denote the quality standard of the article desired, and is not intended to restrict bidders to specific brand, make, or model named; it is to set forth and convey to prospective bidders the general style, type, character, and quality of the article desired. Any substitution(s) offered as being "equal" to the item(s) as specified must be submitted in writing to the Town's Public Works Director, 4601 E. Oak Island Drive, Oak Island, North Carolina 28465, prior to bid opening, unless there is provision within the proposal format allowing for such exceptions to be noted with the proposal. Unless approved by the Public Works Director, the item(s) as specified must be provided. The name of a certain brand, make, or model, except when used in conjunction with the words, "or approved equal", is intended to require bidders to propose furnishing such brand, make, or model and no substitute, therefore.

INSTRUCTIONS TO BIDDERS (CONT.)

6. Performance bond(s) shall be required of the selected Contractor in the amount of 100 percent (100%) of the amount(s) bid. Performance bond(s) shall be issued to the Town and shall be in the form of cash, certified check, cashier's check, U.S. Money Order, or surety bond.
7. All work described under this bid offering shall be completed by _____. If the contractor anticipates the need for a time extension or other relief from stipulated terms and conditions during any event due to extenuating circumstances beyond his control, a written request for such extension or relief must be sent to the Town's Public Works Director as soon as such circumstances become known. Extensions and/or other relief will be evaluated judiciously and, if approved, shall be provided to the Contractor in writing and in a timely manner. The Town reserves the right to approve or not approve any such time extensions or other relief requested at its sole discretion.

**TOWN OF OAK ISLAND
STREET PAVING & RESURFACING**

AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 2024, by and between the Town of Oak Island, hereinafter called the “Town”, and _____, hereinafter called “Contractor”.

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The Contractor will commence and complete the construction of Town of Oak Island street improvements consisting of paving and resurfacing of streets as outlined on the Bid Schedules submitted. The contractor may submit recommendations for changes to the specifications and/or planned work; any such changes, including increased cost thereof, if applicable, shall be pre-approved by the Public Works Director.
2. The Contractor will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the project described herein.
3. The contractor will commence the work required by the Contract Documents within 10 calendar days after the date of the NOTICE TO PROCEED and will complete the same by December 31, 2021, regardless of how much of the contract has been completed. The Contractor will be paid only for work completed and accepted by the Town up to December 31, 2021.
4. The Contractor agrees to perform all of the work described in the Contract Documents for the total estimated sum of \$_____ which amount shall be adjusted according to the actual quantities provided versus the bid estimates, in accordance with unit prices quoted in the Bid Schedule.
5. The term “Contract Documents” means and includes the following:
 - A) Advertisement for Bids
 - B) Instructions to Bidders
 - C) Bid Schedules
 - D) Bid Bond
 - E) Agreement
 - F) Performance Bonds
 - G) Notice of Award
 - H) Notice to Proceed

STREET PAVING & RESURFACING AGREEMENT (cont.)

6. The Town will pay to the Contractor monthly progress payments upon submission of invoices documenting square yards completed and verification thereof by the Town's Public Works Director.
7. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in two (2) copies, each of which shall be deemed an original on the date first above written.

For the Town:

(SEAL)

Elizabeth White, Mayor

ATTEST:

NAME Lisa P. Stites
TITLE Town Clerk

For the Contractor:

(SEAL)

NAME _____
TITLE _____

ATTEST:

NAME _____
TITLE _____

BID SCHEDULES

Paving Resurfacing

2024-2025

| <u>Street</u> | <u>Location</u> | | <u>Length</u> | <u>Width</u> |
|---------------|-----------------|-----------------|---------------|--------------|
| NW 16TH ST | W OAK ISLAND DR | W YACHT DR | 1478 | 18 |
| SE 55TH ST | E PELICAN DR | E OAK ISLAND DR | 804 | 20 |
| NE 65TH ST | E OAK DR | E YACHT DR | 1748 | 20 |
| NE 54TH ST | E YACHT DR | END MAINT | 312 | 20 |
| NW 2ND ST | W OAK ISLAND DR | W YACHT DR | 2281 | 20 |
| NE 38TH ST | E HOLLY DR | E YACHT DR | 1249 | 20 |
| VANESSA DR | GLEN COVE DR | MINNESOTA DR | 277 | 26 |
| TROTT ST | LIVE OAK DR | OCEAN DR | 1018 | 20 |
| W PELICAN DR | 23RD PL W | 20TH PL W | 801 | 20 |
| NORTON ST | E OAK ISLAND DR | LIVE OAK DR | 763 | 20 |
| E PELICAN DR | SE 50TH ST | SE 51ST ST | 255 | 20 |
| E PELICAN DR | 22ND PL E | 25TH PL E | 800 | 20 |
| NE 51ST ST | E OAK DR | E HOLLY DR | 881 | 20 |
| NE 75TH ST | E OAK DR | E YACHT DR | 1127 | 20 |
| SW 15TH ST | BEGIN DIVIDE | END DIVIDE | 668 | 18 |
| NW 23RD ST | W OAK ISLAND DR | W YACHT DR | 1366 | 18 |
| NW 14TH ST | W OAK ISLAND DR | W YACHT DR | 1841 | 18 |
| NE 56TH ST | E HOLLY DR | E YACHT DR | 1128 | 20 |
| SE 52ND ST | E PELICAN DR | E BEACH DR | 351 | 20 |
| E PELICAN DR | 25TH PL E | 26TH PL E | 376 | 20 |
| NE 74TH ST | E OAK DR | E YACHT DR | 1105 | 20 |
| SE 52ND ST | E PELICAN DR | E OAK ISLAND DR | 679 | 20 |
| W PELICAN DR | 27TH PL W | 25TH PL W | 805 | 20 |
| NW 26TH ST | W OAK ISLAND DR | W YACHT DR | 1113 | 18 |
| YAUPON WAY | COUNTRY CLUB DR | PEBBLE BEACH DR | 1622 | 24 |
| MCGLAMERY ST | E OAK ISLAND DR | MCDOUGLE ST | 378 | 20 |
| MCGLAMERY ST | MCDOUGLE ST | LIVE OAK DR | 379 | 20 |
| MCGLAMERY ST | THROCKMORTON ST | HORNADAY ST | 379 | 20 |
| MCGLAMERY ST | LIVE OAK DR | THROCKMORTON ST | 380 | 20 |
| MCGLAMERY ST | HORNADAY ST | OCEAN DR | 384 | 20 |
| NW 22ND ST | W OAK ISLAND DR | W YACHT DR | 1386 | 18 |
| NW 15TH ST | W OAK ISLAND DR | W YACHT DR | 1657 | 18 |
| 57TH PL W | W DOLPHIN DR | DEAD END | 431 | 20 |

Terms & Conditions:

1. Streets shall be thoroughly cleaned of all dirt, grass, and debris.
2. Prior to resurfacing, all potholes, road edge raveling and/or other areas experiencing subsurface deterioration shall be cut out and deep patched with four inches (4") of base course asphalt, rolled or tamped flush with the existing pavement. Areas to deep patch repair shall be coordinated between the contractor and the Town's Public Works Director, or his designee. The square yardage of deep patches shall be determined after patching is complete and has been inspected by the town prior to resurfacing.
3. All residences shall receive written notification by door hanger or flyer (sample attached) forty-eight (48) hours prior to resurfacing.
4. Resurfacing shall extend to the width of the existing pavement. The center of the finished pavement shall be crowned a minimum of 2" above the pavement edges, and the finished paved roadbed shall slope consistently from centerline to edge with no resultant low areas that might allow for standing water accumulation thereon. Any resultant low areas after paving shall be re-covered with a sand-asphalt mix until such low spots are eliminated.
5. All intersecting streets shall have a paved radius of thirty (30') feet. The finished pavement shall also be flared two (2') feet into all existing concrete and asphalt driveways.
6. Subsequent to paving, the shoulders shall be raked to an even, finished appearance with all excess asphalt and/or other construction residue removed from the area. The Contractor shall add compatible soil as necessary along the road edges to eliminate any drop-offs resulting from the added asphalt. Such soil, to the extent it may not be available from other shoulder work, shall be provided by the Contractor. The Contractor shall seed and mulch the finished shoulder work and other disturbed areas upon completion of the above work.
7. Water valves or other infrastructure impediments, if any, shall be made flush with the finished pavement grade – all material to be provided by the contractor. Pre-coordination with the town's Water Department and/or Public Works will be necessary. Survey benchmarks, if any in the project area, shall be either protected with imbedded sleeves with covers or re-surveyed and re-set, by the contractor.
8. Unit prices quoted above shall include the total costs of work required on this project including, but not limited to, mobilization, grading, shoulder work, additional soil for road edges (if/as required), raking or other hand work, driveway repairs, etc.
9. All work and materials shall meet NC Department of Transportation standards.

CONTRACTOR'S EXCEPTIONS, IF ANY: (Unless listed here as an exception, the contractor agrees to comply with the terms & conditions above)

SAMPLE

NOTICE

DATE: _____



**Your street will be resurfaced within the next
24-48 hours.**

Your driveway may be inaccessible for a brief period during this work. Please do not park on the shoulders or on the side of the street to avoid conflict with equipment.

We apologize for any inconvenience. If you have any questions or comments, please contact: Scott Thornall

*PUBLIC WORKS DIRECTOR
TOWN OF OAK ISLAND
201-8063*

Thank you,
{Contractor company name}

BID FORMS
Itemized Proposal
Paving and Resurfacing
FY 2024-2025

Town of Oak Island, North Carolina

| Item No. | Description | Quantity & Unit | Unit Price | Amount of Bid |
|-----------------|----------------------------------------|----------------------------|-------------------|----------------------|
| 1 | Mobilization | LS | | |
| 2 | 4" Asphalt Base Course | 2,000 square yards | | |
| 3 | 1" Asphalt Top Course, SF 9.5 A | 65,953 square yds | | |
| 4 | Seed, Fertilizer, Mulch | 2 Acres | | |
| 5 | Asphalt Leveling Course (Utility Cuts) | 500 tons | | |

TOTAL BID:

\$ _____

Notes:

1. All materials, methods, workmanship per NC DOT specifications
2. Payments to Contractor to be based on actual quantities measured and installed.

CONTRACTOR'S EXCEPTIONS, IF ANY: (Unless listed here as an exception, the Contractor agrees to comply with the Terms & Conditions herein.)

NAME OF FIRM (BIDDER):

ADDRESS & TELEPHONE #:

SIGNATURE

DATE

6B. Bid Deposit – To be furnished by Bidder.

6C. NC Dot Certification – Pre-Qualification
To be furnished by Bidder