



Request for Quote

Utilities Field Services Related Asphalt Repair Project

RFQ # 2010-021920

Proposal Due: **MARCH 12, 2020 by 10:30AM PST**

Deliver to:

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Rita Perez, Acting Purchasing Manager

City of Hayward

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Notice of RFQ

1. Objective

The City of Hayward is seeking an experienced and qualified contractor who is specially trained, experienced, and competent to perform the required traffic control, excavation of temporary asphalt, over excavation of existing Class II aggregate base, potential T-trenching, backfill and compaction of Class II aggregate base to a 98% relative compaction, raising and leveling any possible G5 valve boxes, manholes, and utility boxes in the repair area, application of tack oil to all sides of the existing asphalt and to the entire surface of the newly compacted aggregate base, application of permanent asphaltic concrete with 3/8 inch or 3/4 inch aggregate in 3 inch lifts services, rolling smooth the hot asphalt patch, and the delivery of excavated temporary asphalt and over excavated aggregate base to the City's Well Field transfer site located near the intersection of Industrial and Hesperian Blvds., in accordance with the terms, conditions, and specifications contained in this Request for Quote (RFQ).

The objectives for this proposal are to:

- Provide a lump sum quote to cover all labor, equipment, and materials involved in the implementation of traffic control and the permanent repair of 79 patches associated with the Utilities Field Service water main related work. The smallest of the patches is approximately 4 square feet and the largest is approximately 1060 square feet and the repair work needed is throughout the entire City of Hayward potable water service area. (Refer to Attachment A for a list of required patches, their respective approximate sizes, and their locations. The lump sum quote shall assume a single three-inch section thickness.)
- Provide an additional per square foot cost associated with patches that require 2 each three-inch lifts for a total section thickness of six inches when the existing asphalt is greater than three inches and less than 12 inches. This added cost will be associated with heavy vehicle traffic streets.
- Provide an additional per square foot cost associated with patches that require a 6-inch T-Trench preparation, and 3 each three-inch lifts for a total section thickness of nine inches when the existing asphalt is greater than 12 inches. This added cost will be associated with extreme heavy traffic streets.
- Provide an additional per square foot cost associated with emergency repair patches not covered in the list of existing repair patches above, assuming a maximum of two day response time, work to be performed Monday through Friday, and shall have a single three inch single lift section thickness that can have the additional per square foot costs above applied to accommodate the existing conditions.
- All of the aforementioned work (materials and workmanship) shall be warranted by the contractor for one year from the time of completion. The City shall not pay for any mobilization, traffic control, labor, materials or equipment involved in the repair or replacement of the failed asphalt repair. It should be noted that the contractor is not responsible for the failure of the pavement around the asphalt repair area in the event that the surrounding area is "alligatored."

2. Goal

The goal of this project is to successfully provide permanent repair asphaltic concrete patches to Utilities Field Services water main related repairs to City Streets.

3. Submission

NOTE: Respondents will absorb all costs incurred in the preparation and presentation of their proposal.

Interested parties are invited to submit a proposal to demonstrate their qualifications to perform these services. All proposals shall be submitted in accordance with the format and information listed in this RFQ.

DUE DATE: Proposal submissions for this RFQ must be received via email no later than **3/12/20, by 10:30am PST**.

Please email rita.perez@hayward-ca.gov with copies to bert.weiss@hayward-ca.gov and daryl.lockhart@hayward-ca.gov to:

1. Confirm your intent to bid,
2. Receive a complete list of questions asked by you and other vendors, along with the City's response, and
3. Submit your proposal.

Please note important proposal dates below:

Ref	Activity	Date
1	Issue RFQ	2/28/20
2	Deadline: Email RFQ questions	3/5/20
3	City provides RFQ question answers via email	3/9/20
4	Deadline: Email RFQ Proposal	3/12/20
5	Finalist interviews (if necessary)	3/16/20
6	Selection of Firm or Individual	3/23/20

****IT IS THE SOLE RESPONSIBILITY OF THE PROPOSING FIRM TO ENSURE THAT PROPOSALS ARE RECEIVED PRIOR TO THE CLOSING DATE AND TIME AS LATE BIDS WILL NOT BE ACCEPTED.**

Background

1. About the City of Hayward

With a population currently estimated at 158,937, Hayward is the third largest city in Alameda County. The city area includes sixty-one square miles lying between the eastern shore of the San Francisco Bay and the southern Oakland-Berkeley Hills.

The Mayor is directly elected to a four-year term of office and serves as a voting member and the presiding officer of the City Council. The City Council includes six other members, each of whom is elected at-large to overlapping four-year terms. The Mayor and City Council serve as the legislative and policy-making body of the City government and appoint a City Manager, a City Clerk, and a City Attorney. The City Manager is the City's chief executive officer and appoints all other City staff. The City Manager is responsible for the daily administration of the City government and provides overall direction to all City departments.

Hayward provides a full range of services to its residents including law enforcement; fire prevention and protection; paramedic services; housing and economic development; land use development services and regulations; community planning; libraries; street construction and maintenance; landscape maintenance services; transportation planning; and contracted curbside recycling and refuse collection. In addition, the City operates and maintains facilities for water distribution, storm water, and sanitary sewer collection and disposal. The City also operates a general aviation airport, downtown parking facilities, a main and branch library, and a civic center. Park and recreation services are provided through partnership with the regional Hayward Area Recreational District (HARD), headquartered in the City. Grounds and areas fully maintained by the City include City hall and Main Library grounds, Downtown on B Street, South Mission Blvd. Greenway, Medians on Jackson, Foothill, Mission, Harder, Tennyson, Industrial Pkwy, Hesperian, A Street, D Street, Winton, Orchard Roundabout.

Project Overview

1. Proposed Scope of Services

To perform a number of asphalt spot repairs as described in the Objective portion of this document (above).

Proposal Format

To ensure the fair and accurate consideration of all submissions, proposals must contain the following information.

1. Cover Letter

The cover letter should be on company letterhead and include the following:

- i. Company name, address, phone and fax numbers.
- ii. Designation of primary contact within the company who is authorized to answer questions regarding the assigned work, including their name, contact phone number and e-mail.
- iii. Signature of an officer of the prime contractor. In case of joint venture or other joint-prime relationship, an officer of each venture partner shall sign.

2. Contact & Customer Service

Please describe all support services available from your company/business, specifically addressing the following issues:

- i. Normal hours of availability
- ii. Quality assurance program(s)
- iii. Guaranteed response time
- iv. Other support services

3. Reference and Experience

A list of three (3) references of current or past contracts for which the Contractor has performed or is performing work of similar type, scope, and complexity within the past five years. This list shall include the names, addresses, email addresses, and phone numbers of the contracting party as well as a description of services performed and the dollar amount of the contract. Upon further consideration of the Proposal, the City may request additional vendors.

4. Capacity to Perform the Work

Describe other major work commitments and/or capacity to perform the requested services. Projects completed within the past three years, particularly in Alameda, Contra Costa, Santa Clara or San Mateo Counties, are of particular interest.

5. Project Scope & Approach

Provide a detailed plan for providing the services as described in Exhibit A.

6. Prices

Prices for provision of services that are "all-inclusive" of all costs, including but not limited to supervision, equipment, overhead-profit and all required insurances as specified in this document.

7. Insurance

The proposal will include confirmation that the consultant has insurance for Commercial General Liability, Automobile Liability, Workers' Compensation and Employer's Liability, and Professional Liability, and provide the policy limits where applicable. Selected vendor will be required to sign a Professional Services Agreement.

8. Current City Business License

The contractor selected for this project shall obtain or provide proof of having a valid City of Hayward business license.

9. Required Forms

Attach the following required forms:

- i. Cover Letter
- ii. Proposal
- iii. Price List

Selection Process and Criteria

The City of Hayward will not award a contract based solely on price. The award will be in the best interest of the City and will be to a firm or firms whose overall proposal is rated as being in the City's best interest.

Factors to be considered in the selection process include:

1. Quality & thoroughness of the proposal;
2. Experience and past performance in completing projects of a similar type, size and complexity;
3. A reasonable timeline based on general conditions and project objectives;
4. Demonstrated capacity to deliver high-quality work within a preset timeline and budget;
5. The quality of example materials and any presentation requested by involved city officials;
6. Cost & budget proposal;
7. References; and
8. Any other considerations deemed pertinent by the City.

1. Selection Process

A review committee will evaluate all responses to the RFQ that meet the submittal requirements and deadline. Submittals that do not meet the requirement or deadline will not be considered. The review committee will rank the proposals and then may arrange for on-site interviews with staff if necessary.

The City reserves the right to request additional information or materials from bidding parties if necessary to determine the winning proposal.

Likewise, the City reserves the right to accept or reject any or all proposals, or to alter the selection process in any way, to postpone the selection process for its own convenience at any time, and to waive any informality in the proposals. The City of Hayward retains the right at its sole discretion to select a contractor.

All proposals submitted in response to this RFQ become the property of the City and public records and, as such, may be subject to public review.

The City reserves the right to cancel or revise any section of this RFQ prior to the date proposals are due including, but not limited to: selection procedures, submittal date, and submittal requirements. If the City cancels or revises the RFQ, all interested firms will be notified. The City also reserves the right to extend the date by which proposals are due.

NOTE: The City will not pay costs incurred by the proposer during this process. All costs shall be borne by the proposer.

2. Discretion and Liability Waiver

The City reserves the right to exercise discretion and apply its judgment with respect to any qualifications submitted.

The City reserves the right to reject any or all submittals, either in part or in their entirety, or to request and obtain, from one or more of the businesses submitting, supplementary information as may be necessary for City staff to analyze the qualifications pursuant to the contractor/consultant selection criteria contained herein.

The City may require contractors/consultants to participate in additional rounds of discussions, negotiations, or more refined submittals before the ultimate selection of a contractor/consultant is made. These rounds could encompass revisions of the submittal criteria in response to the nature and scope of the initial qualifications.

End of Proposal

Attachment A

Location	Square Feet	Location	Square Feet
1936 Saber St	315	Fairway St & Mission Blvd	125
32143 Carrol Ave	480	31449 Wheelo	200
26601 Mission Blvd	30	22575 Ariette Ave	20
Andrea Road	1060	Papaya St	40
21064 Cabot Blvd	600	26587 Corporate Ave	60
29414 Mission Blvd	63	327 Murry St	144
A Street & Mission Blvd	50	1176 Bishop Ave	80
28809 Firefox	20	398 Valle Vista Ave	30
24644 Mission Blvd	85	28319 Mustang Dr	21
1000 Sueirro St	100	393 Jackson St	8
27629 Industrial Blvd	20	720 W. Tennyson Ave	40
28348 East 13 th Street	50	152 Virginia St	80
257 Whitman Street	25	3788 Depot Rd	20
1063 Shelly Lane	45	27698 Calaroga	40
30252 Vanderbilt St	64	23842 Cabot Blvd	80
938 B Street	80	4195 Picca Ct	75
27972 Farmhill drive	40	2366 Rainbow Ct	30
1624 D street	50	23842 Cabot Blvd	72
428 Downen Place	36	678 Shenandoah Pl	55
504 Blanche st	50	292 Arrowhead Way	30
3011 Aodabon St	56	25115 Mission Blvd	80
1424 D Street	20	26162 Clover Rd	30
691 Mardve St	25	Marigold Ct	80
19501 Hesperian Blvd	80	28168 Mission Blvd	30
3412 Pinewood Drive	20	25707 Booker Way	30
22628 Linden St	60	503 Mildred Pl	70
28460 Coleridge	35	2608 Dryden Ct	60
691 W. Tennyson	250	539 Simon St	125
Valle Vista Ave Tract 8428	60	918 A Street	72
28220 Monejoy Ct	200	2181 W. Winton Ave	125
28333 Industrial Blvd	30	Eden Ave & Barton Way	80
28377 Huntwood Ave	30	26658 Peterman Ave	48
1705 W. Winton Ave	25	137 Lafayette Ave	50
31245 Carroll Ave	4	2208 Catalpa Way	120
23491 Stonewell	40	28248 Hesse Dr	60
510 Fairway St	75	27778 Dobbelt Ave	35
28538 Coleridge Ave	56	27449 Capri Ave	60
31449 Wheelon	200	923 Hotel Ave	48
504 Blanche St	75	Thackeray Ave & Marlow Ln	600
26587 Corporate Ave	49		

PRICE LIST

REQUEST FOR QUOTATION
THIS IS AN INQUIRY, NOT AN ORDER
PLEASE QUOTE PROMPTLY

ALL QUOTATIONS MUST BE for services that are "all-inclusive" of all costs, including but not limited to supervision, equipment, overhead-profit and all required insurances



CITY OF HAYWARD
PURCHASING DIVISION
777 B Street
Hayward, CA 94541-5007
(510) 583-4800
FAX: (510) 583-3600

IF THE QUOTE INVOLVES LABOR AND MATERIALS, TAXES MUST BE INCLUDED.

Right is reserved to reject any or all bids, or to accept separate items in a bid unless the bidder denies the right of partial acceptance. The City may waive any minore irregularities in the bid or bidding process.

DATE	ADDRESS REPLY TO PURCHASING: Rita Perez	REPLY DUE BY 3/12/20	QUOTATION NUMBER # 2010-021920
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In accordance with the enclosed copy of General Provisions for Work and Services, please quote for asphalt repairs to city streets.

ITEM	DESCRIPTION	UNIT PRICE	U.O.M.
01	Lump Sum - 79 patches	\$	
02	Additional Per Square Foot Cost (2 each three-inch lifts for a total thickness of 6 inches when the exisiting asphalt is grater than 3 inches and less than 12 inches) Heavy vechicle traffic streets	\$	
03	Additional Per Square Foot Cost - 6-inch T-Trench Prep (3 each three-inch lifts for a total section thickness of 9 inches when existing asphalp is greater than 12 inches)	\$	
04	Additional Per Square Foot Cost associated with Emergency Repair (single 3-inch single lift section thickness that can have the additional per square food costs above applied)	\$	

NET PRICES: Quotes prices must be firm for the term of the purchase order.

TERM: Upon completion of locations listed in attachment A of the RFQ

SHIP VIA: N/A

DELIVERY: Prices quotes shall include drop-off & a pick-up charge for the City of Hayward's various locations as referenced below: N/A

Vendor Name: _____

Contact Name & Number: _____