



Procurement Services Division
 Public Services Building
 2051 Kaen Road
 Oregon City, OR 97045
 (503) 742-5444 (Office)

REQUEST FOR QUOTES (RFQ)
HARMONY ROAD NEIGHBORHOOD PARK PARKING LOT AND BASKETBALL
COURT PAVING PROJECT
 Issue Date: **June 14, 2016**

Project Name:	Harmony Road Neighborhood Park Parking Lot and Basketball Court Paving Project		
Quote Due Date/Time:	June 30, 4:00 PM		
Mandatory Walkthrough:	June 23, 9:00 AM		
Project Coordinator:	Kevin Cayson	Phone:	503-794-8030
		Email:	kevinc@clackamas.us
Contract Coordinator:	Ryan Rice	Phone:	503-742-5446
		Email:	rrice@clackamas.us

SUBMIT QUOTES VIA EMAIL TO THE ABOVE REFERENCED CONTRACT COORDINATOR OR MAIL/HAND DELIVERY TO THE ABOVE ADDRESS

PLEASE NOTE: EMAIL SUBMISSIONS SHOULD HAVE “HARMONY ROAD NEIGHBORHOOD PARK PAVING PROJECT” IN THE SUBJECT LINE

1. ANNOUNCEMENT AND SPECIAL INFORMATION

Quoters are required to read and understand and comply with all information contained within this Request for Quotes (“RFQ”). All quotes are binding upon Quoter for sixty (60) days from the Quote Due Date/Time. All payments for services will be paid in accordance to ORS 293.462. Quotes received after the Quote Due Date/Time may not be considered. If authorized in the RFQ and resulting contract, travel and other expense reimbursement will only be reimbursed in accordance with the Clackamas County travel reimbursement policy at the time the expense is incurred.

It will be the responsibility of potential Quoters to refer daily to the Bids and Contract Information Page (www.clackamas.us/bids/index.html) to check for any available addenda, response to clarifying questions, cancellations or other information pertaining to this RFQ.

2. SCOPE

The purpose of this RFQ is for the removal and replacement of the existing basketball court and paving lift of the parking lot at Harmony Road Neighborhood Park. North Clackamas Parks and Recreation District (NCPRD) is seeking the services of a qualified contractor to remove and replace the asphalt basketball court surface and add a 2” paving lift to the parking area. There is one additive bid alternate to include poly surfacing. *See the attached Exhibit A for the detailed scope of work, applicable specifications, add alternative #1, and aerial map.*

Attendance at a Mandatory Pre-Quote Walkthrough is required to be eligible to quote on this opportunity. **The Mandatory Pre-Quote Walkthrough will be conducted at 7520 SE Harmony Road, Milwaukie, Oregon on June 23 at 9:00 AM.** Attendance will be documented through a sign-in sheet.

The estimate for this project is \$54,000.00

Prevailing Wage Rates requirements apply to this project because the maximum compensation for all owner-contracted work is more than \$50,000. The selected contractor and all subcontractors shall comply with the provision of ORS 279C.800 through 279C.870, relative to the Prevailing Wage Rates and the required public works bond.

PREVAILING WAGE RATES for Public Works Contracts in Oregon, January 01, 2016, as amended on April 01, 2016 which can be downloaded at the following web address: http://www.oregon.gov/boli/WHD/PWR/Pages/pwr_state.aspx. The work will take place in Clackamas County, Oregon.

Delivery – Choose one of the following:

- Delivery required within _____ days of supplier's receipt of order.
- Substantial Completion is required on or before **November 31, 2016.**
- Delivery time is of the essence and may be a factor in making an award

3. Quote

Quotes should be short and concise with the following information:

- A. Not-to-exceed price to complete the project per attached **Bid Schedule (Base bid & Additive Bid Alternates)**;
- B. Clackamas County Certifications form;
- C. Any additional information that Clackamas County should take into consideration for the project or qualifications.

4. Evaluation

The quote received by the lowest responsive responsible Quoter will be awarded a contract. The "lowest responsive responsible Quoter" is the lowest Quoter who has substantially complied with all requirements of the Request for Quote and who can be expected to deliver promptly and perform reliably.

CLACKAMAS COUNTY CERTIFICATIONS
RFQ HARMONY ROAD NEIGHBORHOOD PARK PARKING LOT AND BASKETBALL COURT
PAVING PROJECT

Each Quoter must read, complete and submit a copy of this Clackamas County Certification with their Quote. Failure to do so may result in rejection of Quote. By signature on this Certification the undersigned certifies that they are authorized to act on behalf of the Quoter and that under penalty of perjury the undersigned will comply with the following:

SECTION I. OREGON TAX LAWS

As required in ORS 305.385(6) the undersigned hereby certifies that to the best of the undersigned’s knowledge, the Quoter is not in violation of any Oregon Tax Laws. For purposes of this certification, “Oregon Tax Laws” means a state tax imposed by ORS 320.005 to 320.150 and 403.200 to 403.250 and ORS chapters 118, 314, 316, 317, 318, 321, 323, and elderly rental assistance program under ORS 310.630 to 310.706, or and local taxes administered by the Department of Revenue under ORS 305.620. If a Contract is executed, this information will be reported to the Internal Revenue Service. Information not matching IRS records could subject Quoter to 28% backup withholding.

SECTION II. NON-DISCRIMINATION

The undersigned hereby certifies that the Quoter has not and will not discriminate in its employment practices with regard to race, creed, age, religious affiliation, sex, disability, sexual orientation, gender identity, national origin, or any other protected class. Nor has Quoter or will Quoter discriminate against a subcontractor in the awarding of a subcontract because the subcontractor is a disadvantaged business enterprise, a minority-owned business, a woman-owned business, a business that a service-disabled veteran owns or an emergency small business that is certified under ORS 200.055.

SECTION III. CONFLICT OF INTEREST

The undersigned hereby certifies that no Commissioner, officer, agency or employee of Clackamas County is personally interested directly or indirectly in any resulting contract from this RFQ, or the compensation to be paid under such contract, and that no representation, statements (oral or in writing), of the County, its Commissioners, officers, agents, or employees had induced Quoter to submit this Quote. In addition, the undersigned hereby certifies that this proposal is made without connection with any person, firm, or corporation submitting a quote for the same material, and is in all respects fair and without collusion or fraud.

SECTION IV. COMPLIANCE WITH SOLICITATION

The undersigned further agrees and certifies that they:

1. Have read, understand and agree to be bound by and comply with all requirements, instructions, specifications, terms and conditions of the RFQ (including any attachments); and
2. Are an authorized representative of the Quoter, that the information provided is true and accurate, and that providing incorrect or incomplete information may be cause for rejection of the Quote or contract termination; and
3. Will furnish the designated item(s) and/or service(s) in accordance with the RFQ and Quote.
4. Will use recyclable products to the maximum extent economically feasible in the performance of the contract work set forth in this RFQ.

Firm Legal Name (no DBA or ABN): _____ Date: _____

Signature: _____ Title: _____

Name: _____ Telephone: _____

Email: _____ OR CCB # (if applicable): _____

Business Designation (check one):

Corporation Partnership Sole Proprietorship Non-Profit Limited Liability Company

Resident Quoter, as defined in ORS 279A.120

Non-Resident Quote. Resident State: _____

Oregon Business Registry Number: _____

**CLACKAMAS COUNTY
INSTRUCTIONS TO QUOTERS**

Quotes are subject to the applicable provisions and requirements of the Clackamas County Local Contract Review Board Rule C-047-0270 (Intermediate Procurements) and Oregon Revised Statutes.

QUOTE PREPARATION

1. **QUOTE FORMAT:** Quotes must be submitted as indicated in the RFQ. Quotes may be submitted in writing to Clackamas County via e-mail, mail or in person.
2. **CONFORMANCE TO RFQ REQUIREMENTS:** Quotes must conform to the requirements of the RFQ. Unless otherwise specified, all items quoted are to be new, unused and not remanufactured in any way. Any requested attachments must be submitted with the quote and in the required format. Quote prices must be for the unit indicated on the quote. Failure to comply with all requirements may result in quote rejection.
3. **ADDENDA:** Only documents issued as addenda by Clackamas County serve to change the RFQ in any way. No other directions received by the Quoter, written or verbal, serve to change the RFQ document. NOTE: IF YOU HAVE RECEIVED A COPY OF THE RFQ, YOU SHOULD CONSULT THE CLACKAMAS COUNTY BIDS AND CONTRACT INFORMATION WEBSITE (www.clackamas.us/bids/index.html) TO ENSURE THAT YOU HAVE NOT MISSED ANY ADDENDA OR ANNOUNCEMENTS. QUOTERS ARE NOT REQUIRED TO RETURN ADDENDUMS WITH THEIR QUOTE. HOWEVER, QUOTERS ARE RESPONSIBLE TO MAKE THEMSELVES AWARE OF, OBTAIN AND INCORPORATE ANY CHANGES MADE IN ANY ADDENDUMS ISSUED, AND TO INCORPORATE ANY CHANGES MADE BY ADDENDUM INTO THEIR FINAL QUOTE. FAILURE TO DO SO MAY, IN EFFECT, MAKE THE QUOTER'S QUOTE NON-RESPONSIVE, WHICH MAY CAUSE THE QUOTE TO BE REJECTED.
4. **USE of BRAND or TRADE NAMES:** Any brand or trade names used by Clackamas County in the specifications are for the purpose of describing and establishing the standard of quality, performance and characteristics desired and are not intended to limit or restrict competition. Quoters may submit quotes for substantially equivalent products to those designated unless the RFQ provides that a specific brand is necessary because of compatibility requirements, etc. All such brand substitutions shall be subject to approval by Clackamas County.
5. **PRODUCT IDENTIFICATION:** Quoters must clearly identify all products quoted. Brand name and model or number must be shown. Clackamas County reserves the right to reject any quote when the product information submitted with the quote is incomplete.
6. **FOB DESTINATION:** Unless specifically allowed in the RFQ, ***QUOTE PRICE MUST BE F.O.B. DESTINATION with all transportation and handling charges included in the Quote.***
7. **DELIVERY:** Delivery time must be shown in number of calendar days after receipt of purchase order.
8. **EXCEPTIONS:** Any deviation from quote specifications, or the Clackamas County Public Improvement Contract template may result in quote rejection.
9. **SIGNATURE ON QUOTE:** Quotes must be signed by an authorized representative of the Quoter. Signature on a quote certifies that the quote is made without connection with any person, firm or corporation making a quote for the same goods and/or services and is in all respects fair and without collusion or fraud. Signature on a quote also certifies that the Quoter has read and fully understands all quote specifications, and the Clackamas County Public Improvement Contract template (including insurance requirements). No consideration will be given to any claim resulting from quoting without comprehending all requirements of the RFQ.
10. **QUOTE MODIFICATION:** Quotes, once submitted, may be modified in writing before the time and date set for quote closing. Any modifications should be signed by an authorized representative, and state that the new document supersedes or modifies the prior quote. Quoters may not modify quotes after quote closing time.
11. **QUOTE WITHDRAWALS:** Quotes may be withdrawn by request in writing signed by an authorized representative and received by Clackamas County prior to the Quote Due Date/Time. Quotes may also be withdrawn in person before the Quote Due Date/Time upon presentation of appropriate identification.

- 12. QUOTE SUBMISSION:** Quotes may be submitted by returning to Clackamas County Procurement Services Division in the location designated in the introduction of the RFQ via email, mail or in person but no oral or telephone quotes will be accepted. Envelopes, or e-mails containing Quotes should contain the RFQ Number and RFQ Title.

QUOTE EVALUATION AND AWARD

- 1. PRIOR ACCEPTANCE OF DEFECTIVE PROPOSALS:** Due to limited resources, Clackamas County generally will not completely review or analyze quotes which fail to comply with the requirements of the RFQ or which clearly are not the best quotes, nor will Clackamas County generally investigate the references or qualifications of those who submit such quotes. Therefore, neither the return of a quote, nor acknowledgment that the selection is complete shall operate as a representation by Clackamas County that an unsuccessful quote was complete, sufficient, or lawful in any respect.
- 2. DELIVERY:** Significant delays in delivery may be considered in determining award if early delivery is required.
- 3. CASH DISCOUNTS:** Cash discounts will not be considered for award purposes unless stated in the RFQ.
- 4. PAYMENT:** Quotes which require payment in less than 30 days after receipt of invoice or delivery of goods, whichever is later, may be rejected.
- 5. INVESTIGATION OF REFERENCES:** Clackamas County reserves the right to investigate references and or the past performance of any Quoter with respect to its successful performance of similar services, compliance with specifications and contractual obligations, and its lawful payment of suppliers, sub-contractors, and workers. Clackamas County may postpone the award or execution of the contract after the announcement of the apparent successful Quoter in order to complete its investigation. Clackamas County reserves the right to reject any quote or to reject all quotes at any time prior to Clackamas County's execution of a contract if it is determined to be in the best interest of Clackamas County to do so.
- 6. METHOD OF AWARD:** Clackamas County reserves the right to make the award by item, groups of items or entire quote, whichever is in the best interest of Clackamas County.
- 7. QUOTE REJECTION:** Clackamas County reserves the right to reject any and all quotes.
- 8. QUOTE RESULTS:** Quoters who submit a quote will be notified of the RFQ results. Awarded quote files are public records and available for review by submitting a public records request or by appointment.



Harmony Road Neighborhood - Bid Schedule

BASE BID						
Item No.	Spec No.	Description	Unit	Quantity	Unit Price	Total
1	00210	Mobilization	LS	1	\$	\$
2	00330	Earthwork - Asphalt removal	LS	9,513 sq.ft.	\$	\$
3	00350	Subgrade Geotextile	LS	1	\$ -	\$
4	00641	Aggregate Base (3/4"-0)	CY	5	\$ -	\$
5	00745	Level 3, 1/2 Inch Dense, HMAC	TON	285	\$ -	
6		striping /Thermal	LS			
					Total Base	\$ -
ADDITIVE BID ALTERNATES						
Item No.	Spec No.	Description	Unit	Quantity	Unit Price	Total
		Two color multi layer Acrylic court surfacing. To mach layout of existing four court design.	LS	1	0	\$
					Total Alternates	\$ -
Total Base + Alternates						

EXHIBIT A



NORTH CLACKAMAS
PARKS & RECREATION DISTRICT

Administration

Site Address

Harmony Road Neighborhood Park
7250SE Harmony Rd
Milwaukie, Oregon, 97222

Contact: Kevin Cayson Ph: 503-789-4570 / Fax: 503-794-8087
Email; kevinc@clackamas . us
Billing Address: North Clackamas Parks & Recreation District
150 Beaver creek Rd, Oregon City, OR, 97045

Scope of Work

- Repair and prep identified areas according to specifications outlined below. Pave parking areas to a minimum compacted thickness of 2" of modified C asphalt over approximately 7,650 sq. ft. Pave basketball court area approx 9,513 sq. ft. in two 1 1/2" lifts.
- All project work ordered by the District shall be completed by the contractor in full compliance with all applicable laws including City and County regulations with all the necessary permits and licenses. The cost and expense for licenses, permits and other jurisdictional authorities shall be borne by the contractor and made part of any quotation or bid submitted on the Districts projects or items. Contractor will complete the project within 45 days of the effective date of the contract agreement.
- Incidental expenses for contractor will include tackifier, saw cuts mill tapering and aggregate rock used in over excavation.
- All excavated or materials removed become property of the contractor and are not to be stored on site.
- Depth of asphalt unknown is suspected to be 3" to 4" in depth.

Asphalt Parking lot areas

- Thoroughly clean the pavement surface with a power sweeper or high-powered blowers to remove dirt and debris.
- Apply a liquid asphalt-binder tack coat to the entire overlay area.
- Where cracks of 1/2" width or larger are present fill with a rubberized crack filler level with surface
- A minimum compacted depth of 2" overlay of modified C asphalt Mixture will be paved over existing Parking lot. A min slope of 1% will be maintained to avoid puddling.
- The contractor should take care to stay within the confines of the parking lot, if damage occurs to the park the contractor will be responsible for repairing any damages at their expense.
- Remove thermoplastic.
- Remove enough asphalt and taper around catch basin and parking lot entrance and abutting concrete edges and to result in a solid 2" thick match of new asphalt. Removed asphalt becomes property of contractor and will be removed from the site.
- Restripe lot **in** existing configuration.
- Reapply new ADA thermoplastic

Asphalt Basketball Court areas

- Remove existing asphalt. Asphalt once removed becomes property of contractor and will be removed from site. Take care not to disturb or damage existing concrete curbing.
- Fine grade and compact rock base for asphalt, any roots or foreign debris **will** also be removed and base repaired to match existing and compacted.
- Pave basketball court with TWO lifts of 1 1/2" modified C asphalt (approx. 9,513 sq. ft.) to match original footprint and level perimeter with existing concrete curbing. A min slope of 1% will be maintained to avoid puddling.

Applicable Specifications

The specification that is applicable to the work on this project is the 2008 Oregon Standard Specifications for Construction. All number references in these Special Provisions shall be understood to refer to the Sections and subsections of the Standard Specifications and Supplemental Specifications bearing like numbers and to Sections and subsections contained in these Special Provisions in their entirety.

1. Section 00195 — Payment:

Comply with section 00195

2. Section 00350 — Subgrade Geotextile:

Comply with section 00350 of the Standard Specifications modified as follows: Install sub grade geotextile under base rock where asphalt and sub grade area was removed. Payment for the item "Sub grade Geotextile" will be the Contract lump sum amount and will be for furnishing all equipment, labor, materials, and incidentals necessary to complete the work as specified.

3. Section 00640 — Aggregate Base:

Comply with section 00640 of the Standard Specifications modified as follows: repairs to match existing grade prior to paving final lift. Payment for the item "Aggregate Base" will be the Contract lump sum amount and will be for furnishing all equipment, labor, materials, and incidentals necessary to complete the work as specified.

4. Section 00745— Hot Mixed Asphalt Concrete (HMAC) Pavement:

Comply with section 00745 of the Standard Specifications modified as follows: Overlay a minimum compacted thickness of 2" layer of modified C asphalt over existing parking lot and basketball court. Payment for the item "asphalt" will be the contract amount and will be for furnishing all equipment, labor, materials, and incidentals necessary to complete the work as specified. A minimum slope of 1% will be maintained to avoid water puddling on the surfaces. Tolerance-flatness: Maximum variation of 'A inch measured with 10 foot straight edge.

5. Asphalt Removal

If removal is determined the asphalt will be saw cut, material will be removed up to 6" in depth then replaced with up to 4" of compacted %" minus rock with 2" of asphalt compacted to existing grade prior to final lift of asphalt being applied. All excavated or materials removed become property of the contractor and are not to be stored on site.

7. Court Line Layout:

A Line shall be 2" wide unless otherwise noted on the drawings. The areas to be marked shall be taped to insure crisp lines. Line Paint shall have a texture similar to the surrounding play surface. Application shall be made by brush or roller at the rate of 150-200 sq ft. /gal (1/2 gal per court). Basketball court key areas shall be laid out according to diagram given in bid packets. Restripe all Parking stalls white in their existing configuration and handicapped parking spots blue.

8. ADD Alternative #1

Plexipave or equivalent NCPRD approved equal.

Add Alternative #1

Tennis Court Binder Add Alternate

- Apply court patch binder to repair depressions, cracks or other irregularities.
- Apply one coat of black acrylic re-surfacer over entire court area.
- Apply two filler coats of Fortified Plexipave to the entire court area.
- Apply one finish coat of Fortified Plexipave (Owner to specify color) to the entire court area.
- Lay out lines according to provided layout, tape, prime, and paint two coats of Plexicolor Line Paint (owner to specify color).

Applicable Special Section Specifications to Add Alternate #1

All Work shall comply as specified below:

Special Section 1 - Plexipave Court Patch Binder:

Plexipave Court Patch Binder shall comply with Specification 10.14 of California Products Corporation (www.plexipave.com), or equal. Payment for the item "Plexipave Court Patch Binder" will be the Contract lump sum amount and will be for furnishing all equipment, labor, materials, and incidentals necessary to complete the work as specified.

Special Section 2 - Acrylic Resurfacer:

Acrylic Resurfacer shall comply with Specification 10.8 of California Products Corporation (www.plexipave.com), or equal. Payment for the item "Acrylic Resurfacer" will be the Contract lump sum amount and will be for furnishing all equipment, labor, materials, and incidentals necessary to complete the work as specified.

Special Section 3 - Fortified Plexipave (Acrylic Filler Coats):

Fortified Plexipave (Acrylic Filler Coats) shall comply with Specification 10.12 of California Products Corporation (www.plexipave.com), or equal. Payment for the item "Fortified Plexipave" will be the Contract lump sum amount and will be for furnishing all equipment, labor, materials, and incidentals necessary to complete the work as specified.

Special Section 4 - Hi-Hide Plexicolor Line Paint (Textured):

Hi-Hide Plexicolor Line Paint (Textured) shall comply with Specification 10.4 of California Products Corporation (www.plexipave.com), or equal. Payment for the item "Hi-Hide Plexicolor Line Paint" will be the Contract lump sum amount and will be for furnishing all equipment, labor, materials, and incidentals necessary to complete the work as specified.

