



City of Reading • 113 S. Main St. • Reading, MI 49274 • (517) 283-2604

MEMORANDUM

Date: May 19, 2022
To: All Interested Asphalt Contractors
From: Kimberly Blythe, City Manager/Clerk/Treasurer
Subject: Request for Proposals for West Downtown Parking Lot Improvements

Enclosed you will find a copy of a Request for Proposal, requesting proposals for improvements to the City of Reading West Downtown Parking Lot. If you're interested in submitting a proposal for this, please do so by 4:00 p.m., Tuesday, June 14, 2022 to City Hall, 113 S. Main Street, PO Box 240, Reading, MI 49274.

*Please note that Reading City Hall is Open
Mondays & Thursdays from 8am-12pm & 1pm-5pm
Tuesdays and Wednesday's-Appointment Only between 8am-5pm*

There is also a secure drop box located in the walk-way between City Hall and Post Office

It is strongly advised that bidders set up a time to meet with Bob Jepson, Maintenance Supervisor at (517)283-2835 or (517)474-3473 or by email bob@reading.mi.us prior to bidding.

Any questions or concerns please call the Reading City Manager's Office at (517) 283-2604 or (517)398-4828 or by email kym@reading.mi.us or DPW/Maintenance Office at (517) 283-2835 or email bob@reading.mi.us



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REQUEST FOR PROPOSAL CITY OF READING

Scope of work: West Downtown Parking Lot Improvements

1. Item One

Asphalt-Gravel Overflow Lot behind West Downtown Parking Lot -Approx. 9,300 SF

-Remove existing dirt material at approximately nine" in depth (any material not needed will be removed from site by contractor and disposed of at City of Reading DPW Yard) shape and compact sub-base and install 6" of 22A stone. Grade and compact for proper water drainage.

Asphalt Paving: MDOT 13A & 36A @ 3.5"

-To place 2" of 13A base course asphalt compacted. Place bond coating as needed. To place 1.5" of 36A top course asphalt compacted.

Line-Striping/Re-Stripe

-To re-stripe parking lot(s), to specifications that will be provided by City of Reading Maintenance Department

2. Item Two

Asphalt Removal and Installation of New Asphalt- in Existing Paved

West Downtown Parking Lot -Approx. 21,500 SF

Asphalt Paving -MDOT 13 A And MDOT 36 A Mix Design

-Remove 4" of existing asphalt -

Place 2.5" of 13A base course asphalt compacted. Apply bond coating. Place 1.5" of 36A top course asphalt compacted. Place 103 LF asphalt curbing on both East and West Side(s) of South Drive coming off of W. Cherry Street (206 LF asphalt curbing total)

Line-Striping/Re-Stripe

-To re-stripe parking lot(s), to specifications that will be provided by City of Reading Maintenance Department.

3. Item Three

Asphalt Removal and Installation of new asphalt for West Parking Lot Drive between Main & Union Street(s)-Approx. 11,500 SF

Asphalt Paving-MDOT 13 A & MDOT 36 A Mix Design

-Remove 4" existing asphalt-

Place 2.5" of 13 A base course asphalt compacted. Apply bond coating. Place 1.5" 36 A top course asphalt compacted.

"City of Reading is an Equal Opportunity Provider and Employer"

Administrative:

The company shall provide the City of Reading an IRS form W-9 as well as certificates of insurance including workers compensation, general liability, and proof of insurance for all vehicles/equipment used under the contract agreement.

The company shall be in compliance with all federal and state laws regarding licensing, equal opportunity employment, and all other governing rules or regulations.

The city does not pay in advance of work. The contractor will be paid within 30 days of completion.

Please Note: All bids are to have cost breakdown by Item (i.e., Item 1, Item 2, and Item 3)

Deadline: 4:00 PM Tuesday, June 14, 2022

Bids for the City of Reading West Downtown Parking Lot renovations are to be submitted in a sealed envelope marked "West Downtown Parking Lot Bids" to Reading City Hall, 113 S. Main Street, PO Box 240, Reading, MI 49274 no later than 4:00 pm on Tuesday, June 14, 2022

Contact:

It is strongly advised that bidders set up a time to meet with Bob Jepson, Maintenance Supervisor at (517)-283-2835 or (517)-474-3473 or by email bob@reading.mi.us prior to bidding. Please contact Bob to set up an appointment to go over the project.

Additional Contact: Reading City Manager's Office at (517)283-2604 or (517) 398-4828 or by email kym@reading.mi.us.

The City of Reading reserves the right to accept or reject any or all bids, the City of Reading reserves the right to remove any item from the list and to waive irregularities in the RFP process and to award such bid or bids as is most advantageous to the City of Reading.