

Request for Proposal (RFP) for Pothole Repair Services

Issued by: The City of Darien

Issue Date: November 25, 2024

Proposal Due Date: December 20, 2024

1. Introduction

The City of Darien is seeking qualified contractors to provide comprehensive pothole repair services for streets within the city limits. The purpose of this RFP is to solicit proposals from experienced firms capable of delivering high-quality, cost-effective, and timely repairs that improve the safety and longevity of our roadways.

2. Scope of Work

The selected contractor will be responsible for the following:

1. Assessment and Preparation:

- Inspection of potholes identified by the city and shown on Exhibit A to this document.
- Proper preparation of repair sites, including cleaning, debris removal, and surface preparation.

2. Pothole Repairs:

- Repair methods may include asphalt patching, hot mix application, or other methods as specified by the city.
- Ensure proper compaction and finish to meet city standards.

3. Material and Equipment:

- Provide all necessary materials, tools, and equipment for repairs.
- Ensure compliance with applicable safety and environmental standards.

4. Reporting and Documentation:

- Maintain detailed records of repairs, including locations, materials used, and completion dates.
- Submit a final report summarizing all completed work.

3. Submission Requirements

Interested contractors must submit a complete proposal containing the following:

1. Company Profile:

- Name, address, and contact information.
- Overview of experience in pothole repair or related services.
- 2. **Technical Approach:**
 - Description of proposed repair methods and materials.
 - Timeline for project completion.
- 3. **Project Team:**
 - Names and qualifications of key personnel assigned to the project.
- 4. **Cost Proposal:**
 - Itemized breakdown of costs, including labor, materials, and equipment.
- 5. **References:**
 - Contact information for at least three recent clients with similar projects.
- 6. **Proof of Insurance and Licensing:**
 - Provide documentation demonstrating compliance with local, state, and federal regulations.

4. Evaluation Criteria

Proposals will be evaluated based on the following factors:

- Experience and qualifications of the contractor.
- Understanding of the project scope and technical approach.
- Cost-effectiveness and value for money.
- References and past performance.
- Adherence to submission requirements.

5. Schedule

- **RFP Issuance:** November 25, 2024
- **Questions Deadline:** December 10, 2024
- **Proposal Submission Deadline:** December 20, 2024
- **Evaluation and Contractor Selection:** January Meeting of the Darien City Council
- **Project Start Date:** Within ten (10) business days after selection

6. Submission Instructions

Submit your proposal via email by Noon on December 20, 2024. Address proposals to:

Richard Braun
City Manager
Richard.Braun@cityofdarienga.com

7. Questions and Clarifications

For any questions or requests for clarification, contact Holden Osburn at Holden.Osburn@cityofdarienga.com or 912-437-6686 by December 10, 2024.

8. General Terms and Conditions

- The City reserves the right to reject any or all proposals.
- This RFP does not obligate the City to award a contract or pay any costs incurred in the preparation of proposals.

Thank you for your interest in improving the infrastructure of Darien

EXHIBIT A

City of Darien

Pothole Summary

1. Garrison Street @ Market (WB Lane)
2. Franklin @ Garrison (801 Franklin) & (707 Franklin)
3. Garrison Street near 302
4. MLK Jr. @ Garrison Street
5. MLK Jr. @ Butler
6. MLK Jr. @ Trumbull
7. MLK Jr. in front of Inverness Square
8. Second Street East (3 potholes approximately 2x2)
9. Wayne Street @ Fifth Street
10. Fifth Street near Lions Club
11. Fifth Street @ E. Broad
12. 300 Sixth Street East.
13. Intersection of Congress, Laurens Way, & Greene Street.
14. Grant Street (Middle)
15. Rittenhouse & Greene Street
16. Wayne Street from Rittenhouse to Vernon Square
17. Franklin @ Adams
18. 402 Madison
19. Madison @ Columbus
20. Market @ Wilson Street
21. Munro @ Franklin
22. 1033 Poppell
23. 536 McIntosh Dr
24. 1007 Black Road
25. 707 E. First Street
26. Butler @ E. Third Street.
27. Lewis @ Pine
28. Washington @ Market
29. Market Street Ext. ***
30. Gray Street @ Market St Ext
31. Ninth St W. @ Clarke
32. 1011 & 1211 CA Devillars

33. New River Road @ Cemetery
34. New River Road @ Twelfth St.
35. New River Road @ Miller
36. 609 Houston Street
37. Sixth Street @ Houston
38. Second Street @ Jackson
39. Second @ Screven