

BACKGROUND

The City of Ocala is seeking bids from Contractors to provide all materials, labor, and equipment for placement and/or replacement of roadway pavement striping and markings for pavement striping services. The work will consist of mostly small hand work on intersections, crosswalks, turn lanes, parking lots that will have different bases of pavement (ex: asphalt or concrete.).

A walk behind thermoplastic applicator, water base line striper or the proper means to install pre-form thermoplastic and the proper equipment to obliterate old pavement markings without scarring the pavement will be needed. The striping design and pavement marking layout must comply with ADA regulations.

This work includes, but is not limited to, pavement edge lines, stop bars, crosswalks, skip traffic stripes, solid traffic stripes, directional arrows, pavement messages, island nose reflective paint, reflective pavement markers and flexible breakaway delineator posts.

Note: Minor scraping of the Right-of-Way (ROW) may be necessary to ensure proper installation or replacement of the pavement edge lines. However, no long-line or truck-mounted striping will be required for this process.

EXPERIENCE AND CERTIFICATION REQUIREMENTS

Experience Requirement: Bidder must possess five years' experience in providing pavement striping services.

Certification Requirement: The contractor must possess a valid FDOT Temporary Traffic Control Certification. **This is a requirement for your bid to be accepted.**

INSURANCE REQUIREMENTS

1. **Commercial General Liability:** with limits of \$1,000,000 per occurrence/\$2,000,000 aggregate.
2. **Commercial Automotive Liability:** a combined limit of not less than \$1,000,000.
3. **Workers' Compensation and Employer's Liability:** per Florida statutory requirements.

CONTRACT TERM

1. **Term:** The resulting contract will be for an initial term of two (2) years.
2. **Renewals:** Two (2) optional, one-year renewal terms.
3. **Escalation:** Price increases for contract renewals, if any, will be subject to negotiation as approved by the City of Ocala. Price increases shall be based on the Consumer Price Index for Urban Consumers (CPI-U) and Contractor must submit its request for an increase with proper justification at least ninety (90) days prior to the end of the then current term. If granted, price increases shall in no case exceed three percent (3%) annually, unless there are justifiable mitigating market conditions.

WORK SCHEDULES AND MAINTENANCE OF TRAFFIC

The Contractor shall schedule work to minimize impact on the peak traffic periods. Peak periods are defined as 7:00 a.m. to 9:00 a.m., and 4:00 p.m. to 6:00 p.m., Monday through Friday. No lane closures shall be permitted during the peak periods.

CONTRACTOR REQUIREMENTS

Work performed in FDOT right of way must comply with local FDOT work time constraints.

- A. The Contractor shall provide maintenance of traffic in accordance with the latest **FDOT Standard Plans index 100-600 Series** for the project. Failure to comply with this requirement will result in complete shutdown by the City Traffic Engineer with no additional compensation to the Contractor. Driveway access shall be always maintained.
- B. The Contractor shall provide sufficient signage, proper flagging operations and barricade placement to ensure the safety of Vehicular and Pedestrian traffic at all locations where work is being done for this project following the latest **FDOT Standard Plans index 100-600 Series**.
- C. The Contractor shall always maintain a good and sufficient fence, railing or barrier around all exposed portions of said work in such a manner as to warn vehicular and pedestrian traffic of hazardous conditions. Should the Contractor fail to properly barricade his work or stored material sites in the manner outlined above, the City may have the necessary barricading done, and all cost incurred for said barricading shall be charged to the Contractor.
- D. Contractor must have the ability to perform work inside a parking garage limited to 7' clearance.

PROGRESS REPORTS/UPDATED SCHEDULES

A progress report and updated project schedule must be submitted with each monthly pay request indicating the Percent of Services Completed to date. This report will serve as support for payment to Contractor and the basis for payment in the event project is suspended or abandoned.

PROJECT SPECIFICATIONS

This project will require the Contractor to have the following specifications, standards, and documents for the City of Ocala:

Florida Department of Transportation (FDOT) Design Standards which can be obtained by downloading from: <https://www.fdot.gov/design/standardplans/current/default.shtm>

Florida Department of Transportation Standard Specifications (FDOT) for Road and Bridge Construction (latest edition) which can be obtained by downloading from: <https://www.fdot.gov/programmanagement/Implemented/SpecBooks/default.shtm>

Manual on Uniform Traffic Control Devices (MUTCD) which can be obtained by downloading from: <https://www.fdot.gov/traffic/trafficservices/mutcd.shtm>

- A. **Quality Control:** The Contractor shall be responsible for the professional quality, workmanship, and accuracy of all projects. Any errors or deficiencies shall be corrected by the Contractor at no additional cost to the City.
- B. All material shall follow the **Approved Product List (APL) from the Florida Department of Transportation Standard Specifications (FDOT) for Road and Bridge Construction latest edition.**
- C. **Retroreflectivity:** Apply white and yellow pavement markings that will attain an initial Retroreflectivity of not less than 450 mcd/lx·m² and not less than 350 mcd/lx·m², respectively for all longitudinal lines. All chevrons, diagonal lines, stop lines, messages, symbols, and arrows will attain an initial Retroreflectivity of not less than 300 mcd/lx·m² and 250 mcd/lx·m² for white and yellow respectively. All crosswalks, railroad dynamic envelopes and bicycle markings shall attain an initial Retroreflectivity of not less than 275 mcd/lx·m². Black pavement markings must have a retro reflectance of less than 5 mcd/lx m².

WARRANTY

The Contractor warrants that all materials, equipment, or supplies furnished and all work performed under this contract will be new, of specified quality, free from faults and defects, free from faulty design, and of sufficient size and capacity and of proper materials to meet in all respects the requirements of the contract. The Contractor shall obtain for the benefit of the City all standard warranties of subcontractors, suppliers, and manufactures of all material, equipment or supplies manufactured, furnished, or installed and provide said warranties to the City before final payment will be authorized.

Contractor shall provide a one (1) year warranty on materials and a one (1) year warranty on labor.

CONTRACTOR EMPLOYEES AND EQUIPMENT

1. Contractor must utilize competent employees in performing the work. Employees performing the work must be properly licensed or qualified as required by the scope/project.
2. The Contractor shall provide an assigned Project Manager, who will be the primary point of contact. Contractor must provide a valid telephone number and address at all times to the City Project Manager. The telephone must be answered during normal working hours or voicemail must be available to take a message.
3. At the request of the City, the Contractor must replace any incompetent, unfaithful, abusive, or disorderly person in their employment. The City and the Contractor must each be promptly notified by the other of any complaints received.

4. The employees of the Contractor must wear suitable work clothes and personal protective equipment as defined by OSHA. Employees shall be clean and in as good appearance as the job conditions permit.
5. Contractor will operate as an independent contractor and not as an agent, representative, partner, or employee of the City of Ocala, and shall control their operations at the work site, and be solely responsible for the acts or omissions of their employees.
6. No smoking is allowed on City property or projects.
7. Contractor must possess/obtain all required equipment to perform the work. A list of equipment shall be provided to the City upon request.
8. All company trucks must have a visible company name/logo on the outside of the vehicle.

CONTRACTOR RESPONSIBILITIES

1. The Contractor shall complete all work performed under this solicitation in accordance with policies and procedures of the City of Ocala and all applicable State and Federal laws, policies, procedures, and guidelines.
2. The Contractor shall obtain and pay for any and licenses, additional equipment, dumping and/or disposal fees, etc., required to fulfill this contract.
3. Contractor is responsible for all damages including but not limited to buildings, curbing, pavement, landscaping, or irrigation systems caused by their activity. Should any public or private property be damaged or destroyed, the Contractor at their expense, shall repair or make restoration as acceptable to the City of destroyed or damaged property no later than one (1) month from the date damage occurred.
4. If the Contractor is advised to leave a property by the property owner or their representative, the Contractor shall leave at once without altercation. Contractor shall then contact the City Project Manager within 24 hours and advise of the reason for not completing the assigned project.
5. Data collected by the Contractor shall be in a format compatible with, or easily converted to City's databases. A sequential naming convention should be applied to the files and documentation provided to the City.

SUB-CONTRACTORS

1. Contractor must perform a minimum of 30% of the work with their own forces.
2. Services assigned to sub-contractors must be approved in advance by the City Project Manager.

SAFETY

1. The Contractor shall be fully responsible for the provision of adequate and proper safety precautions meeting all OSHA, local, state, and national codes concerning safety provisions for their employees, sub-contractors, all building and site occupants, staff, public, and all persons in or around the work area.
2. In no event shall the City be responsible for any damages to any of the Contractor's equipment, materials, property, or clothing lost, damaged, destroyed or stolen.
3. Prior to completion, storage and adequate protection of all material and equipment will be the Contractor's responsibility.

PROJECT MANAGEMENT

The Contractor shall identify a project manager for the project and provide emergency and non-emergency telephone numbers to the City upon award of contract. The Contractor shall provide a project schedule before any work commences.

Contractor shall always provide supervision of all work crews while performing work under this contract. Each work crew shall have a designated person on the work site that has the authority to respond to inquiries about work details or priorities.

INVOICING

1. All original invoices will be sent to: Nick Blizzard, Project Manager, Public Works Department, 1805 NE 30th Avenue, Building 300, Ocala, FL 34470, email: nblizzard@ocalafl.gov.
2. Contractor will invoice at least once a month.

PRICING AND AWARD

1. Bidder must upload a completed Price Proposal with their response.
2. Bidder must bid on all line items.
3. Bids will be received on a unit price basis. The City will pay the Contractor only for the actual units that the Contractor provides.
4. Award will be made to the lowest, responsive bidder meeting all requirements outlined herein.
5. **Responsiveness and Responsibility:** In order to be deemed responsible, Bidders must meet all requirements outlined in this Scope of Work. In order to be deemed responsive, Bidders must upload a complete Exhibit B- Price Proposal document in Excel Format. Price Proposals submitted in any other format (i.e. .pdf, .docx, or handwritten) are not acceptable and will result in bid rejection. Bidders experiencing difficulty accessing or otherwise utilizing Exhibit B-Price Proposal must contact the Buyer identified in the ProRFx listing for this Solicitation prior to the bid submission deadline for assistance.