



## Asphalt Pavement Services

**REQUESTING:** Asphalt Pavement Proposal (1 electronic copy)

**Issue Date:** April 17, 2024, at 10:00 am CST

**Pre-Bid Date:** May 1, 2024, at 10:00 am CST

**Response Date:** May 17, 2024, at 5:00 pm CST

**Award and Contract Execution:** June 3, 2024 (tentative – pending board approval)

**Locations:** 3649 Laurel St. New Orleans, LA 70115

**QUESTIONS:** Vendors may submit any questions concerning this solicitation in writing until 9:00 am on Friday, May 10, 2024. Vendors should send inquiries via email to Jennifer Grimes, Director of Operations. Ben Franklin Elementary will distribute written answers to questions, directly to vendors by the end of day on May 14, 2024. Contact with anyone other than the Director of Operations for matters pertaining to this solicitation during the solicitation process is prohibited. The bidder is responsible for reviewing all amendments and related documents.

**Contact for this request:**

Jennifer Grimes

Director of Operations

225-447-8313

[jgrimes@4thsectorsolutions.com](mailto:jgrimes@4thsectorsolutions.com)

## 1. Introduction:

Ben Franklin Elementary is seeking proposals from qualified contractors to repave the surface of the school's parking lot and surrounding areas. The project aims to enhance safety, accessibility, and aesthetics for students, staff, and visitors.

These specifications outline all the requirements and conditions for performing this service. Any aspects of the service not addressed herein are left for the Contractor to address. The purpose of this Request for Proposal (RFP) is to obtain competitive proposals from bona fide, qualified proposers who are interested in providing **Asphalt Pavement Services** for the School.

This Request for Proposal (RFP) is issued to invite vendors to submit information and/or bids. Issuance of this RFP in no way constitutes a commitment by the School to select a vendor and/or reward a contract. The school reserves the right to accept or reject any or all proposals submitted. Acceptance of any proposal with contractual terms is dependent on the School's funding, and appropriation of funds by the legislature of the State of Louisiana.

It is the intent of the School is to contract with qualified companies or entities to provide Asphalt Pavement services. This RFP process is intended to identify those providers that are sufficiently qualified and experienced to provide these services. Only those Contractors that are identified through this RFP process as sufficiently qualified and experienced will be considered to provide the requested services for the School.

The required qualifications shall include providing full-service Asphalt Pavement services.

Each respondent by submitting a response to this RFP agrees to participate in one or more interviews to assist the School in the selection of Asphalt Pavement services.

## 2. Scope of Work:

- The scope of work for the repaving project includes, but is not limited to, the following tasks:
  - Site Preparation:
    - Clearing the existing surface of any debris, vegetation, and obstructions.
    - Grading and leveling the area to ensure proper drainage.
    - Repairing any existing cracks or damaged sections of the pavement.
  - Asphalt Installation:
    - Applying a suitable asphalt binder layer to the prepared surface.
    - Compacting the asphalt to achieve the desired thickness and density.
    - Meeting industry standards
  - Striping and Marking:
    - Installing pavement markings, such as lines for parking spaces and walkways, as per the school's requirements.

- ADA Compliance:
  - Implementation of ADA-compliant features, including accessible parking spaces, ramps, and pathways, to ensure inclusivity and accessibility for all individuals.
- Site Cleanup:
  - Removing any excess materials and debris from the work area.
  - Seamless coordination with school administration and stakeholders to minimize disruptions and ensure smooth progress throughout the project duration.
  - Proper disposal of waste materials in accordance with local regulations.

### **3. Proposal Submission:**

Interested parties are requested to submit their proposals in accordance with the instructions provided in the accompanying document titled "Proposal Submission Instructions".

### **4. Deadline for Submission:**

All proposals must be received no later than May 17, 2024 at 5:00 pm CST.

### **5. Minimum Qualifications:**

To be considered, the company must meet the following minimum requirements:

- Proof of sufficient insurance must be provided.
- Suitable qualifications and experience, including appropriate licensing and suitable references.

### **6. Evaluation Criteria:**

Proposals will be evaluated based on various criteria including but not limited to:

- Qualifications and experience of the applicant, including appropriate licensing and suitable references. (25%)
- Applicant's ability to provide the requested services. (25%)
- Level of Workplace Disruption – BFE is open Monday-Friday from 8:00 a.m. to 4:30 p.m. (25%)
- Cost – The School operates under a budget that is approved annually in June, with the current budget period running from July 1, 2023 through June 30, 2024. BFE is committed to remaining within budget parameters and is seeking competitive bids for the project. (25%)

### **7. Reservation of Rights:**

Ben Franklin Elementary reserves the right to reject any or all proposals received in response to this RFP or to negotiate separately with any source whatsoever in any manner necessary to serve the best interests of Ben Franklin Elementary.

### **8. Disclaimer and Confidentiality:**

According to law, the content of all proposals, correspondence, addenda, memoranda, working papers, or any other medium which discloses any aspect of the request for proposals process will be considered public information when the award decision is announced. This includes all proposals received in response to this RFP, both the selected proposal and the proposal(s) not selected and includes information in those proposals which a bidder may consider to be proprietary in nature. Therefore, the School makes no representation that it can or will maintain in confidentiality such information. This RFP does not commit Ben Franklin Elementary to award a contract, to pay any costs incurred in the preparation of a proposal, or to procure or contract for services or supplies.

### 9. Schedule of Events:

April 17, 2024	RFP Posted Online & In Print
May 1, 2024	Walk-Throughs of the Facility
May 17, 2024	Proposals Due
June 3, 2024	Notification of Decision pending board approval

The RFP will be posted on our website, [www.babyben.org](http://www.babyben.org) , and can be downloaded directly from there on March 12, 2024. Please contact Dr. Robinson at **(504) 123-4567** or via the email at [rrobinson@loenola.us](mailto:rrobinson@loenola.us) with any questions related to this request for services or to schedule a walk-through of the facility.