



**PUBLIC WORKS DEPARTMENT
TRANSPORTATION DIVISION**

**PROJECT TITLE:
CITYWIDE STREET STRIPING AND SIGNING PROGRAM**

INVITATION FOR INFORMAL BID (IFIB)

IFIB DUE DATE: THURSDAY, SEPTEMBER 8, 2011 AT 3:00 PM

This bid document contains all bidding forms. Additionally, you may download this bid document on the City of Menlo Park website. Please check our city website for updates and addendums to this project prior to the bid opening

August 19, 2011

INVITATION FOR INFORMAL BID (IFIB) for the City of Menlo Park Citywide Street Striping and Signing Program

The City of Menlo Park is requesting informal bids (see attached) for a citywide street striping and signing program for an “on-call / as-required” basis for various City projects during the remaining Fiscal Year (October 1, 2011 and ending June 30, 2012) with an annual renewal option up to a maximum of three (3) years. These services are needed along the approximately 90 miles of roadway within Menlo Park.

The City of Menlo Park is prepared to hire one (1) company on an “on-call / as-required” basis, for a one (1) year period.

Please complete and return with your informal bid, the attached “Cost Proposal Worksheets”. The proposals will be evaluated by City staff. City staff may interview the top three (3) firms. If your firm has an interest in this project, please submit five (5) copies of your bid for the Menlo Park Citywide Street Striping and Signage Program. All informal bids must be delivered to the City of Menlo Park Transportation Division no later than Thursday, September 8, 2011, at 3:00 PM.

If you have any questions concerning this Invitation For Informal Bid, please contact Traffic Technician, Rich Angulo or myself at (650) 330-6770.

Very truly yours,

Atul Patel
Senior Transportation Engineer

RFA

c: Chip Taylor
Rich Angulo
File

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NOTICE INVITING INFORMAL SEALED BIDS

for

Citywide Striping and Signing Program

at

701 Laurel St, Menlo Park, CA 94025

Issued: Friday, August 19, 2011

Bids Due: *Thursday, September 8, 2011, by 3:00 PM*

INFORMAL SEALED BIDS will be received by Senior Transportation Engineer, Atul Patel or his/her designee, of the City of Menlo Park until **Thursday, September 8, 2011, by 3:00 PM at the City of Menlo Park, 701 Laurel Street at which time sealed bids will be opened.** Please submit sealed bids addressed to:

Attn: Atul Patel, Senior Transportation Engineer

City of Menlo Park –Citywide Striping and Signing Program

701 Laurel Street Menlo Park, CA 94025

The Informal Bid is for a 1 year citywide striping and signage program with an option of renewal up to 3 years. The program consists of two tasks: Routine striping and signage replacement and Responsive striping and signage installations.

INVITATION FOR INFORMAL BID (IFIB) General Information

All bidders shall be licensed under the provisions of the Business and Professions Code to do the type of work contemplated in the project. In accordance with provisions of California Public Contract Code Section 3300, the City has determined that the Contractor shall possess a valid Class A or C-32 Contractor's License applicable to the work to be performed at the time that the bid is submitted. Failure to possess the specified license shall render the bid non-responsive.

Each bidder shall submit with its bid a statement setting forth its experience on the forms included in the Contract Proposal.

The City reserves the right to reject any or all bids; to make any awards or any rejections in what it alone considers to be in the best interest of the City, and waive any informalities or irregularities in the bids. The successful bidder must insure that employees and applicants for employment are not discriminated against on the basis of age, color, race, national origin, ancestry, religion, sex, sexual preference, marital status, and shall comply with the Americans with Disabilities Act.

GENERAL BACKGROUND

The City of Menlo Park maintains approximately ninety (90) miles of arterial, collector and local streets. The Transportation Division is responsible for the administration of the street striping and signage contract.

The Transportation Division is responsible for all traffic control devices in the City. Street striping and signing are divided into two areas: **Routine** Striping and Signing and **Responsive** Striping and Signing.

Routine Striping and Signing includes maintenance of the existing street striping and signing by the Contractor selected as a result of this proposal. Routine Striping and Signing is the type where the street striping and signing projects are established on a pre-set schedule prior to them becoming illegible due to weather, wear, and time.

Responsive Striping and Signing will be performed by the striping and signing Contractor or depending upon performance, the City of Menlo Park Maintenance Division. Responsive Striping and Signing is comprised of all non-routine street striping and signing work. Such work may need to be performed as a result of new installations or unscheduled striping or signage needs.

PROJECT ORGANIZATION

The City of Menlo Park Transportation Division will review the proposals and will be responsible for Contract administration and accepting the Contractor's work. In those cases where this authority can be delegated, the Senior Transportation Engineer will be represented by his staff.

The Senior Transportation Engineer is responsible for the general and the day to day management of the street striping and signing operations. All daily correspondence, questions and Contract administration will be handled by the Senior Transportation Engineer. Any changes in the scope of work or the costs of the work order must be concurred with by the Senior Transportation Engineer. The Contractor shall designate a single individual as Project Manager to whom all questions and correspondence may be addressed.

INVITATION FOR INFORMAL BID (IFIB) General Information

SCOPE OF WORK

TASK 1 - ROUTINE STRIPING AND SIGNING

The routine striping and signing section of the street striping and signing program is still under development. The program is expected to evolve over the next few years as a result of experience gained through the exercising of this Contract. The City inspects all City-owned roadways on an annual basis for the purpose of maintaining standard levels of striping and signing.

The selected Contractor shall furnish all tools, equipment, workshop facilities, transportation, labor, parts and materials. All work performed, or equipment and parts supplied by the Contractor, shall be subject to inspection and approval of the Senior Transportation Engineer or his designee. Failure to pass inspection on any repair or service item will result in non-payment for that item until such time that the Contractor can present the item to the City in an acceptable form.

TASK 2 - RESPONSIVE STREET STRIPING AND SIGNING

Responsive Street Striping and Signing is performed on an as-required basis.

Responsive Street Striping and Signing includes all new installations which are required by the Transportation Division as a response to public requests and field investigations.

Work orders are prepared by Transportation Division staff and forwarded to the City striping and signing Contractor. The Contractor shall perform work only as directed by the Senior Transportation Engineer on a work authorization form, verbally, or as directed by an emergency response (see Task 3.3).

The Transportation Division prepares all work orders for new line striping and signing installations. This is done to ensure that all new striping and signing installations are completed in conformance to standards and guidelines prepared by both the State of California and the City of Menlo Park.

The Contractor shall notify the Senior Transportation Engineer of any and all repairs/replacements to street striping and signing at least twenty-four (24) hours prior to the start of work to allow for proper inspection of work.

The Senior Transportation Engineer shall have the final decision on what is authorized. The Contractor shall not be paid until work is complete and the City is notified of the completion for final inspection and approval.

TASK 3 - RESPONSE TIME

It is the sole responsibility of the Contractor, his/her employees, and agents when notified either verbally or on a work authorization form of a street striping, curb painting and pavement marking problem or work item, to respond and perform the necessary work in the manner as specified below.

3.1 Preventive Maintenance (15 working days maximum response time)

Work requests made by the City which are more of a preventive measure and will be completed on an availability basis. The Contractor shall fulfill requests for preventive street striping and pavement marking within fifteen (15) working days of receipt of work order. Work authorizations of this type will include a completion date that will be shown on the work schedule. Examples of "Preventive Measure" striping and signing would include, but are not limited to sections City staff determines appropriate to be replaced in the current Fiscal Year. Time extensions will be granted due to material delay when the Contractor has demonstrated that the delay was beyond the Contractor's control.

INVITATION FOR INFORMAL BID (IFIB) General Information

3.2 On-Call / As Required Response (10 working days maximum response time)

Work requests made by the City which are not critical will be completed on an "On-Call / As-Required" basis. The Contractor shall fulfill requests for responsive street striping and striping within ten (10) working days of receipt of work order. Work authorizations of this type will include a completion date that will be shown on the work schedule. Examples of "On-Call / As-Required" striping and signing would include, but are not limited to response to striping and signing request from the Police Department and response to install new safety measures. If the City should fail to provide the Contractor with the required response time, the Contractor shall proceed under the guidelines of "On-Call / As-Required" response. The City may at anytime amend the response requirements for specific work items by notifying the Contractor either verbally or in writing. Time extensions will be granted due to material delay when the Contractor has demonstrated that the delay was beyond the Contractor's control.

3.3 Emergency Response (2 working days maximum response time)

Work requests made by the City which are critical will be completed on an "Emergency" basis. Work authorizations of this type will typically be by verbal or email request. The requestor will specify that the work be done on an "Emergency" basis. The Contractor shall fulfill emergency requests for responsive street striping and signing within two (2) working days of receipt of verbal request.

TASK 4 - REPORTS

4.1 Monthly Activity Reports

The Contractor shall submit to the City within ten (10) working days from the last day of each month, a detailed monthly computer summary printout of all repair and emergency calls made. The summary will provide the following information:

1. Date, time, and City employee initiating the call
2. Date and time the Contractor's personnel and equipment arrived on the scene
3. Date and time the job was completed
4. Location by intersection and identification by a specific corner or direction of travel
5. Description of existing condition and action taken by the Contractor

Payment for work items cannot and will not be made until the monthly summary report is in the possession of the City Senior Transportation Engineer or his designee. Two (2) copies of this report will be required at time of monthly submission.

4.2 Detailed Cost Summary

The Contractor will provide a detailed cost summary with the monthly invoice detailing work completed for each work authorization.

GENERAL INFORMATION

1. The agreement resulting from this Invitation for Informal Bids shall be in effect for the remainder of the 2011-2012 fiscal year (October 1, 2011 - June 31, 2012). The Contract may be renegotiated for three (3) additional one-year terms by mutual agreement between the City and the Contractor.

On March 1 of each year, prior to the end of the one-year Contract period, the Contractor shall submit in writing a request to begin negotiations for the extension of the Contract or notice of intent to terminate at the expiration of the Contract. Failure to do so will obligate the

INVITATION FOR INFORMAL BID (IFIB) General Information

- Contractor to extend the current Contract prices and services until the next one (1) year renewal period.
2. In no event will the Contractor selected as a result of this Invitation For Informal Bid (IFIB) be considered to have exclusive rights to perform street striping and signing services in the City of Menlo Park. The City reserves and maintains the right to seek quotations and award bid to any Contractor for street striping and signing projects to include any and all work covered in Attachment "A".
 3. All work which is determined by the Senior Transportation Engineer or his/her designee to be defective in its construction or deficient in any way shall be remedied or removed by the Contractor at his expense in a manner acceptable to the City.
 4. The Senior Transportation Engineer or his designee shall decide all questions which may arise as to the quality or acceptability of materials furnished or work performed, as to the manner of performance and rate of progress of the work, and as to the acceptable fulfillment of the Contract. The Senior Transportation Engineer's decision shall be final.
 6. This Invitation For Informal Bid (IFIB) does not commit the City to pay any costs incurred in the preparation of a response. The City reserves the right to accept or reject any and all proposals and to waive error, irregularity or abnormality in any or all proposals.
 7. The City reserves the right to withdraw this Invitation For Informal Bid (IFIB) at any time for any reason. All contractors preparing a proposal will be duly notified of any change in the status of this IFIB.
 8. The City may cancel the street striping and signing Contract by providing thirty (30) days prior notice at any time.

PROJECT REQUIREMENTS

1. The Contractor shall be required to maintain a primary facility location within thirty (30) miles of the City limits of Menlo Park. This requirement is mandated to assure that the response by the Contractor is accomplished in a timely manner. The facility must be equipped with appropriate mobile equipment.
2. The Contractor shall provide a competent Superintendent who will be responsible for effectively supervising all work in progress. In addition to supervision or work in progress, the Superintendent must be capable of instructing his/her subordinates in correct and proper striping and signing installation techniques.
3. The Contractor shall conduct his/her operations in order to minimize obstruction and inconvenience to public travel. At no time will the Contractor be allowed to stop work for the purposes of a "pausing" when the public right-of-way is impeded unless the work being done requires more than four (4) hours to complete.
4. The Contractor shall be responsible for providing all necessary traffic control equipment in all construction or maintenance zones per the Manual on Uniform Traffic Control Devices (MUTCD) latest edition. In addition, the Contractor shall not close more than one lane of travel at a time unless otherwise authorized by the Senior Transportation Engineer. Lane closures from 7:00 a.m. to 8:30 a.m. and 3:30 p.m. to 6:00 p.m. are not permitted for Preventive or As-Required/Scheduled work. Should parking restrictions be necessary to complete striping and signing work, notice must be posted seventy-two (72) hours in advance per Menlo Park Police Department requirements. Emergency repairs will be made whenever

INVITATION FOR INFORMAL BID (IFIB) General Information

required and not be subject to the aforementioned time restrictions. Any night work shall require prior approval of the Senior Transportation Engineer.

Whenever the Contractor's operations create a condition hazardous to traffic or to the public, the Contractor shall furnish and maintain as necessary fences, barricades, lights, signs, safety cones and other devices per the MUTCD (latest edition), or as determined by the Senior Transportation Engineer to be required to give adequate warning of any dangerous conditions that may be encountered, prevent accidents, and avoid damage or injury to the public. Failure to provide adequate traffic control devices could be cause for stopping of work and vacating the job site until the situation is remedied.

5. The Contractor shall employ competent, experienced striping and signing technicians qualified in repair or installation of the City's striping and signing facilities. If any subcontractor, superintendent, foreman, laborer or other person employed or associated with the Contractor appears to City staff to be intemperate, incompetent, troublesome, or otherwise undesirable to be employed on the work site, that employee shall be immediately removed from the work site at the request of the Senior Transportation Engineer.
6. The Contractor shall forfeit as a penalty to the City of Menlo Park fifty dollars (\$50.00) for each calendar day or portion thereof for each workman paid less than the stipulated prevailing rates for any public work done under the Contract by him/her or by any subcontractor under him/her in violation of the provisions of the Labor Code and in particular Sections 1770 to 1780 inclusive. Prevailing wage rates and information is available on the Internet at <http://www.dir.ca.gov>. Any Contractor who is awarded the project, and intends to use a craft or classification not shown on the general prevailing wage determinations may be required to pay the wage rate of the craft or classification most closely related to it as shown in the general prevailing wage determinations effective at the time of the call for bids.

The City will not recognize any claim for additional compensation because of the payment by the Contractor or subcontractor under him/her for any wage rate in excess of the prevailing wage rate set forth in the Contract. The possibility of wage increase is one of the elements to be considered by the Contractor in determining his/her bid.

Attention is directed to the provisions of Labor Code Section 1776. The Contractor and any subcontractors shall keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him/her in connection with the Contract. A certified copy of all payrolls shall be submitted monthly to the Senior Transportation Engineer.

The Contractor shall be responsible for submitting copies of the payrolls of all subcontractors. If the Contractor has not submitted satisfactory payrolls for all performed during the monthly period ending on or before the 1st of that month, the City will retain an amount equal to ten (10) percent of the estimated value of the work performed during that month. Retention for failure to submit satisfactory payrolls shall be additional to all other retentions provided for in the Contract.

7. The Contractor shall be equipped with the spare parts and materials in sufficient quantities to ensure adequate striping and signing installation. In those instances where special striping or signing has to be repaired or replaced, the Contractor shall install a temporary replacement until such time as the striping or signing can be permanently repaired or replaced.
8. The Senior Transportation Engineer shall have access at all times to work completed or in progress and shall be furnished with all reasonable means and facilities for ascertaining the progress of work and the quality of the materials used. All work performed and all materials furnished shall be subject to the Senior Transportation Engineer's inspection and approval.

INVITATION FOR INFORMAL BID (IFIB) General Information

Any item not meeting the Senior Transportation Engineer's complete satisfaction shall be replaced immediately.

Inspection of work shall not relieve the Contractor of any obligation to fulfill the Contract as prescribed. Defective work or materials shall be made good, and unsuitable material may be rejected notwithstanding the fact that such defective work and unsuitable materials have been previously inspected by the Senior Transportation Engineer and accepted.

9. Should construction be underway by other forces or by other contractors within or adjacent to the limits of the work specified, or should work of any other nature be underway by other forces within or adjacent to the said limits, the Contractor shall cooperate with all such other contractors or other forces to the end that any delay, duplication or hindrance to their work will be avoided.

PROPOSAL REQUIREMENTS

1. A list of individuals performing field work who will be assigned to the City of Menlo Park, and a brief statement of their qualifications and past related experience with signing and striping layout, installation, and removal. In addition, a breakdown showing each individual's estimated percentage of participation dedicated to the City of Menlo Park Striping and Signing Program. If at any time this list should change, the Contractor must notify the Sr. Senior Transportation Engineer within two (2) weeks.
2. A resume and a statement of percentage of participation of the Contractor's Superintendent assigned to direct this project, and the name of the Project Manager responsible to the City on a daily basis. If at any time the Contractor's Superintendent or Project Manager change, the Contractor must notify the Senior Transportation Engineer within two (2) working days.
3. The Contractor shall define the job description of all employee classifications proposed to be employed for this Contract.
4. The proposal should clearly demonstrate the Contractor's ability to successfully perform striping and signing services for the City of Menlo Park within the response time indicated and the quality workmanship expected.
5. The Contractor is expected to have a close working relationship with City staff throughout the duration of this Contract.
6. The Contractor must submit a completed, signed, and dated copy of **Attachment "A"**

PROPOSAL SELECTION CRITERIA

In selecting the most responsible company to perform the City of Menlo Park Street Striping and Signing Program, consideration will be given to the firm's financial standing, general competency for the performance of the work covered by the proposal, the size of the agencies currently receiving services, references, experience and adequacy of equipment, and cost.

Firms submitting proposals are required to present satisfactory evidence that they have been regularly engaged in the business of street striping and signing, or are reasonably familiar with this work and are fully prepared with necessary capital, material and machinery to complete the work to be contracted for to the satisfaction of the City IFIB review committee.

INVITATION FOR INFORMAL BID (IFIB) General Information

COPIES AND PROPOSAL SUBMISSION DEADLINE

Proposals are due to the Senior Transportation Engineer's office no later than **Thursday, September 8, 2011, at 3:00 PM**. The Contractor is responsible for submitting five (5) complete copies of their proposal.

INSURANCE REQUIREMENTS

The selected contractor will be required to provide proof of insurance coverage prior to the commencement of the Contract providing the following minimum limits:

1. Comprehensive General Liability Policy
which includes but is not limited to bodily injury including:
accidental death and \$1,000,000 per person
broadform property damage \$1,000,000
2. Automobile Liability \$1,000,000 combined
(including coverage of vehicles used by bodily injury and property damage
the Contractor on or off the premises)
3. Workers Compensation Insurance as required by California statutes

This is a general overview of the City's insurance requirements. See Attachment "C" for more specific information.

COMPENSATION

The Contractor shall submit to the City an invoice for each month of striping and signing activity. The invoice shall include the work order number, date of receiving work order, date and time of completion of the prescribed work order, description of service rendered, and a detailed listing of parts and materials utilized in this work order.

QUESTIONS

If there are any questions concerning this proposal, they may be addressed to Atul Patel, Senior Transportation Engineer at (650) 330-6770.

LIST OF ATTACHMENTS

- A. Bid Forms - Work Items and Cost Proposal Worksheet
- B. Map of City's Arterial and Collector Streets
- C. Insurance and Indemnification Requirements
- D. Striping Specifications
- E. Sign Specifications

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EXHIBIT "A"

**PROPOSAL
CITY OF MENLO PARK
STATE OF CALIFORNIA**

FOR

CITYWIDE STRIPING AND SIGNING PROGRAM

NAME OF BIDDER: _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP: _____

LICENSE NO.: _____ CLASS: _____ EXP. DATE: _____

TAX I.D. NO.: _____ EMAIL: _____

TELEPHONE NO: () _____ FAX NO: () _____

The work for which this Invitation For Informal Bid is submitted is for construction in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) (latest edition) and the State of California Standard Specifications (latest edition).

The project consists of a one (1) year citywide striping and signage program with an option of renewal up to three (3) years. The project consists of two tasks: Routine striping and signage replacement and Responsive striping and signage installations.

The project shall be awarded to the lowest responsible bidder who meets all of the Informal Bid Requirements, and the requirements of the Contract Documents.

The Bidder shall set forth for each item of work a unit price, all in clearly legible figures in the respective spaces provided for this purpose. In the case of unit basis items, the amount set forth under the "Total" column shall be the extension of the item price bid on the basis of the estimated quantity for the item.

In case of discrepancy between an item price and the total set forth for a unit basis item, the item price shall prevail. However, if the amount set forth as an item price is ambiguous, illegible or uncertain for any cause, or is omitted, or is the same amount as the entry in the "Total" column, then the amount set forth in the "Total" column for the item shall prevail and shall be divided by the estimated quantity for the item and the price thus obtained shall be the item price.

BID FORMS

Failure to provide the required information, or if information provided is subsequently proved false, the Proposal shall be considered as non-responsive and shall be grounds for rejection of the bid.

The undersigned, as Bidder, declares that the only persons or parties interested in this Proposal as principals are those named herein; that this Proposal is made without collusion with any other person, firm or corporation; careful examination of the location of the proposed work, and the annexed proposed form of Contract, and the Plans therein referred to; and the undersigned proposes and agrees, if this Proposal is accepted, and that they will Contract with the City of Menlo Park in the form of the copy of the Contract annexed hereto, to provide all necessary machinery, tools, apparatus and other means of construction, and to do all the work and furnish all the materials specified in the Contract, in the manner and time therein prescribed, and according to the requirements of the Engineer as therein set forth, and they will take in full payment therefore in the amounts shown on the following Item Price Schedule,

ITEM PRICE SCHEDULE (Striping)

Item	Measure	Quantity	Unit Cost	Total
Line Striping				
4" Broken White, Yellow or Black	LF	100	\$	\$
4" Solid White, Yellow, or Black	LF	8000	\$	\$
6" Broken White or Yellow	LF	500	\$	\$
6" Solid White or Yellow	LF	2000	\$	\$
8" Broken White or Yellow	LF	100	\$	\$
8" Solid White or Yellow	LF	100	\$	\$
12" Solid White or Yellow	LF	3000	\$	\$
Markings				
		Quantity	Unit Cost	Total
18" Letters Yellow or White	EA	10	\$	\$
8" Letters Yellow or White	EA	75	\$	\$
Large Arrows White	EA	5	\$	\$
Small Arrows White	EA	20	\$	\$
Bike Lane Symbols	EA	20	\$	\$
Painted Curb(All Colors)	LF	500	\$	\$
Handicap Legends	EA	5	\$	\$
Removal				
		Quantity	Unit Cost	Total
Blackout Lines	LF	200	\$	\$
Grinding Lines	LF	200	\$	\$
Pavement Markers				
		Quantity	Unit Cost	Total
Remove Markers	EA	50	\$	\$
Install New Markers	EA	200	\$	\$
Speed Bumps				
		Quantity	Unit Cost	Total
Install Rubberized Speed Bump	LF	50	\$	\$
			\$	\$

(Abbreviations: LF=linear feet, EA=each)

Special Note 1: The amounts listed above are for cost comparison only. The actual amounts may differ.

Special Note 2: The prices listed above shall include, but shall not be limited to labor, materials, layout, installation, TRAFFIC CONTROL, overhead, profit, and insurance, to cover the full cost of the finished work

Prices shall be good for 60 days from bid opening.

Signature: _____ Title: _____ Date: _____

ITEM PRICE SCHEDULE (Signage)

Sign Size	Shape	Material		Quantity	Unit Cost	Total
30" x 30"	Pentagon	Fluorescent Diamond Grade	EA	20	\$	\$
30" x 30"	Diamond	Fluorescent Diamond Grade	EA	50	\$	\$
30" x 30"	Octagon	High Intensity Grade	EA	75	\$	\$
30" x 30"	Rectangle	Engineer Grade	EA	5	\$	\$
24"x 18"	Rectangle	Engineer Grade	EA	5	\$	\$
24"x 12"	Rectangle	Fluorescent Diamond Grade	EA	5	\$	\$
18"x12"	Rectangle	Engineer Grade	EA	50	\$	\$
24"x24"	Diamond	Engineer Grade	EA	5	\$	\$
30"x24"	Rectangle	High Intensity Grade	EA	25	\$	\$
36"x12"	Rectangle	Engineer Grade	EA	5	\$	\$
8" x 12"	Rectangle	Fluorescent Diamond Grade	EA	30	\$	\$
Posts and Mounting Hardware				Quantity	Unit Cost	Total
Telespar Post + Mounting Hardware			LF	300	\$	\$
Telespar Anchor Base			LF	30	\$	\$
Installation Costs				Quantity	Unit Cost	Total
Installation of Sign only			EA	200	\$	\$
Installation of Pole and Sign			EA	50	\$	\$
						\$

Special Note 1: All signs will be MUTCD (CA) Standard signs or a version of them.

Special Note 2: The amounts listed above are for cost comparison only. The actual amounts may differ.

Special Note 3: All removed signs are to be recycled at the City's Maintenance Yard located at 333 Burgess Drive Menlo Park, CA 94025

Special Note 4: The prices listed above shall include, but shall not be limited to labor, materials, layout, installation, TRAFFIC CONTROL, overhead, profit, and insurance, to cover the full cost of the finished work.

Prices shall be good for 60 days from bid opening.

Signature: _____ Title: _____ Date: _____

STRIPING EXPERIENCE QUALIFICATIONS

The bidder has been engaged in the contracting business under State License No. _____ for a period of years.

The bidder's three (3) most recently completed Contracts are:

1. Title of Project: _____

Owner: _____

Address: _____

Telephone No.: _____

Engineer in Charge: _____

Date Accepted: _____

STRIPING EXPERIENCE QUALIFICATIONS CONTINUED

2. Title of Project: _____

Owner: _____

Address: _____

Telephone No.: _____

Engineer in Charge: _____

Date Accepted: _____

3. Title of Project: _____

Owner: _____

Address: _____

Telephone No.: _____

Engineer in Charge: _____

Date Accepted: _____

SIGN FABRICATION SUBCONTRACTOR EXPERIENCE QUALIFICATIONS

The Sign Fabricating Subcontractor has been engaged in the contracting business under State License No. _____ for a period of _____ years.

The Sign Subcontractor's Company Information and References:

1. Name of Company: _____

Contact: _____

Address: _____

Telephone No.: _____

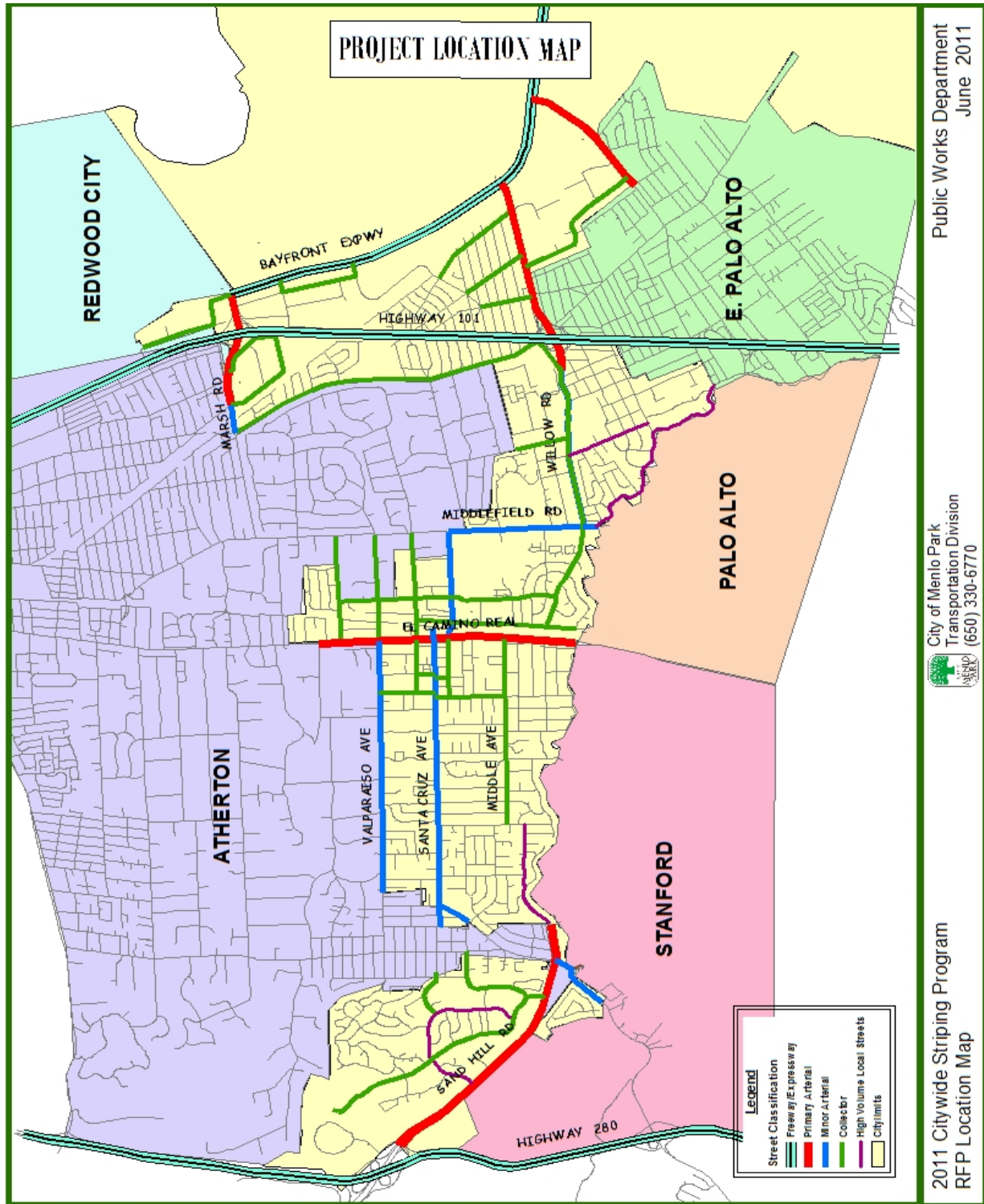
Reference 1: _____ Telephone No.: _____

Reference 2: _____ Telephone No.: _____

Reference 3: _____ Telephone No.: _____

MAP OF CITY'S ARTERIAL AND COLLECTOR STREETS

ATTACHMENT "B"



INSURANCE AND INDEMNIFICATION REQUIREMENTS

ATTACHMENT "C"

CITY OF MENLO PARK INSURANCE AND INDEMNIFICATION REQUIREMENTS

CONTRACTOR hereby releases and agrees to indemnify and hold harmless the CITY, its officers, agents, employees, and representatives for damage to property or for injury to or death of any persons and from all claims, demands, actions, of any kind whatsoever, arising out of or encountered in connection with this Agreement or the prosecution of work under it, whether such claims, demands, actions, or liability are caused by CONTRACTOR, CONTRACTOR's agents or employees or products installed on the Project by CONTRACTOR or subcontractors, excepting only such injury, death, or damages as may be caused solely and exclusively by the CITY.

CONTRACTOR shall procure and maintain throughout the term of this Agreement public liability and property damage insurance in an amount not less than One Million Dollars (\$1,000,000) for injuries, including death, for any one or more persons and subject to the same limit for each person in an amount not less than One Million Dollars (\$1,000,000) on account of any one accident, and property damage insurance in an amount not less than One Million Dollars (\$1,000,000). Contractor shall procure and maintain Automobile Liability Insurance: \$1,000,000 combined single limit per accident for bodily injury and property damage. Contractor shall also procure and maintain during the term of this agreement Worker's Compensation Insurance covering all its employees in the Project in a company satisfactory to the CITY. The City of Menlo Park, its officers, officials, employees and volunteers are to be covered as insured's as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor, premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of the protection afforded to the City, its officers, officials, employees or volunteers.

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STRIPING SPECIFICATIONS

ATTACHMENT "D"

STRIPING AND MARKING SPECIFICATIONS

GENERAL

All markings in the City of Menlo Park shall conform to the Manual on Uniform Traffic Control Devices (MUTCD) Standard Specifications (latest edition) unless otherwise specified by the Senior Transportation Engineer.

11-07 PAVEMENT MARKING SPECIFICATIONS

11-07.01 PAVEMENT MARKINGS

All traffic lines shall conform to the State of California Standard Plans (latest edition) and Standard Specifications (latest edition), and these provisions.

All crosswalks, turn arrows, stop yield bars and messages and all other pavement legends except "Bike Lane" shall be installed in thermoplastic at major intersections. They shall be painted on minor streets and intersections unless thermoplastic is specified on plans or work orders.

Long-life pavement marking legends must be thermoplastic.

Bike lane stripes and messages shall be painted. The stripe shall be 8" wide solid white with 200 feet (or other length specified by Senior Transportation Engineer) of skip at intersections or major driveways.

All pavement markings that are to be removed must be removed by grinding. No "blacking out" or temporary covering will be allowed prior to approval by the Senior Transportation Engineer.

Contractor shall install traffic striping, markings, arrows and messages pursuant to the plans where provided. All work and materials shall conform to the requirements of the MUTCD (latest edition). Payment shall be per these specifications.

Contractor shall furnish and install traffic delineation using paint "Cat tracking", temporary marking tape, or other approved media on the same working day as existing stripes are lost, including bicycle lanes, in locations consistent with the striping plans. If temporary marking tape is used, all tape shall be removed prior to installation of permanent line striping.

Contractor shall apply paint prior to installing raised pavement markers. Raised pavement markers shall be placed on the newly painted line.

Contractor shall furnish and install raised pavement markings not sooner than seven (7) calendar days and not later than fifteen (15) calendar days following traffic striping pursuant to the striping plans.

When two (2) coats of paint are used, the second coat shall be applied not sooner than seven (7) calendar days and not later than fifteen (15) calendar days.

STRIPING SPECIFICATIONS

Contractor shall remove all existing raised pavement markers before any pavement overlay or slurry seal is placed on the street.

11-07.02 PAVEMENT MARKING CONSTRUCTION DETAILS

All markings shall be applied in a manner consistent with the guidelines set forth in the MUTCD (latest edition).

11-08 PAINT STRIPING EQUIPMENT

The paint striping machine used for this Contract work shall be inspected by the Sr. Senior Transportation Engineer prior to award of Contract and shall conform to the specifications in the MUTCD (latest edition).

11-09 SPOTTING AND ALIGNMENT

The prelining or layout shall be done by the Contractor where required by the Senior Transportation Engineer. Existing lines shall be followed in such a manner as to present a uniform, pleasing appearance, and misalignment or disregard to previous painting will not be permitted. Abrupt breaks in alignment between broken segments will not be permitted. The Senior Transportation Engineer shall be the sole judge of the accuracy and acceptability of the alignment of the work.

11-10 CHANGES IN WORK

General - The quantities indicated on the Proposal are estimates only and are subject to increases or decreases of the amount.

The Senior Transportation Engineer reserves the right to modify by adding or deleting work on work orders, maps or other instructions provided to the Contractor.

11-11 CORRECTION OF WORK

The Senior Transportation Engineer shall be the sole judge as to the acceptability of the work and shall inspect the completed work, informing the Contractor of any faulty methods or unsatisfactory results. It shall be the Contractor's responsibility at his own expense to correct the work upon notification and provide proper interim traffic control in hazardous conditions.

11-12 PAINT REMOVALS

Paint removals may be performed by wet sandblasting technique, meeting the latest requirements and restrictions by the State Pollution Control Agency. The Contractor shall be responsible for the immediate removal of sandblasting materials by vacuum or mechanical street sweeping devices.

Paint removals may be performed by grinding method. The Contractor shall be responsible for the immediate removal of any debris resulting from the paint removal process.

Alternate methods of paint removal require prior approval of the Senior Transportation Engineer. Obliteration of traffic striping with black paint shall be done only with prior approval of the Senior

STRIPING SPECIFICATIONS

Transportation Engineer and shall be only a temporary measure, requiring later removal as specified.

11-13 STENCILS

Contractor shall provide all stencils and street marking legend cutouts, all of which shall conform to standards presently in use in the City of Menlo Park for the restriping of all existing pavement legends. For all new work, where new legends are required, the Contractor shall use Manual on Uniform Traffic Control Devices (MUTCD) standards (latest edition).

11-14 QUANTITIES

Lineal feet of painted lines shall be measured for payment by standardized odometer. Other units for which payment is to be made shall be in accordance with the units designated in the itemized bid Proposal.

11-15 PAVEMENT MARKING CONSTRUCTION MATERIALS

All marking materials shall conform to the specifications in the MUTCD (latest edition) unless otherwise specified by the Senior Transportation Engineer or his designated representative.

11-16 PAINT

All paint shall conform to the specifications in the MUTCD (latest edition) unless otherwise specified by the Senior Transportation Engineer or his designated representative.

Thinner shall not be mixed with paint. Paint shall dry "tack free" within thirty (30) minutes. Paint used for pavement legends shall be a compound of paint and beads.

Beads used for reflectorized lines shall conform to the specifications in the MUTCD (latest edition) unless otherwise specified by the Senior Transportation Engineer.

11-17 PAVEMENT MARKERS

Raised pavement markers used in the work shall conform to the provisions set forth in Section 85 of the Special Standard Specifications entitled "Pavement Markers" or latest approved standard.

11-18 COLOR

The color of the reflectors, when illuminated by the white light from a sealed-beam automobile headlight as defined in the Society of Automotive Engineers (SAE) Standard J 578, shall be an approved clear, yellow or blue color as designated. Off-color reflection shall constitute grounds for rejection. The daylight color of the marker body shall be compatible with the color of the primary lens, and shall be subject to approval by the Senior Transportation Engineer.

11-19 TESTS

Tests - All tests shall be performed in accordance with California Test 669 or latest approved test.

STRIPING SPECIFICATIONS

11-20 TYPE OF MARKERS

Raised Pavement Markers provided under these specifications shall conform to the specifications in the MUTCD (latest edition) unless otherwise specified by the Senior Transportation Engineer.

11-21 REFLECTIVE MARKERS

Reflective raised pavement markers shall conform to the specifications in the MUTCD (latest edition) unless otherwise specified by the Senior Transportation Engineer.

11-22 NON-REFLECTIVE MARKERS

Non-reflective ceramic pavement markers shall conform to the specifications in the MUTCD (latest edition) unless otherwise specified by the Senior Transportation Engineer.

11-23 BLUE MARKERS

Two way blue pavement markers shall be installed for all fire hydrants per plan specifications.

11-24 SPECIFICATIONS FOR INSTALLATION OF THERMOPLASTIC

11-24.00 PAVEMENT MARKINGS

11-24.01 GENERAL

This Contract will consist of furnishing and placement of hot applied thermoplastic reflective pavement markings in the form of crosswalks, stop legends, limit lines and arrows. These markings shall be installed at the locations specified on a call-out basis by the Senior Transportation Engineer.

The Contractor shall furnish all material, services, labor and equipment necessary for the required pavement preparation, layout and completion of the pavement marking installation. The installed material shall be plainly visible to the motorist both day and night. Nighttime visibility shall be by a retro-reflection induced by ordinary automobile headlights.

These special provisions set minimum requirements on material characteristics of the pavement marking products, requirements concerning application, and contractor warranties to secure acceptable performances.

All materials shall conform to E.P.A., N.P.D.E.S., and State Water Quality Control standards.

11-24.02 THERMOPLASTIC PAVEMENT MARKING OBSERVATION PERIOD

Following completion of all work, there will be a 90-day observation period for the pavement markings before final acceptance. During the 90-day observation period, the pavement marking material furnished and installed under this Contract shall be warranted by the Contractor against failure due to blistering, bleeding, excessive cracking, staining, discoloration, oil content of the pavement materials, smearing or spreading under heat, deterioration due to contact to oil or gasoline drippings, chipping, spoiling, poor adhesive resulting from defective materials or methods of application, loss of reflectivity, and/or damage from traffic and wear.

STRIPING SPECIFICATIONS

During the observation period, the Contractor, at no expense to the City, shall replace any pavement markings that will not perform satisfactorily under traffic due to defective materials and/or workmanship in manufacture and/or application. Both initial markings and replacement markings shall not be applied when pavement temperatures are below 50 degrees Fahrenheit, or when the surface of the pavement contains evidence of moisture.

Traffic will be operated on the facility during the 90-day observation period.

11-24.03 SURFACE PREPARATION

In order to ensure maximum possible adhesion, the pavement surface upon which the pavement markings are to be placed shall be properly cleaned from grease, oil, mud, dust, dirt, grass, loose gravel, and other deleterious material prior to application of the thermoplastic pavement markings, and prime sealer.

On all dry pavement surfaces binder/sealer shall be applied to the area where hot thermoplastic pavement markings are to be placed. The binder/sealer shall be that which is recommended by the manufacturer of the thermoplastic material. The material shall form a continuous film which shall dry rapidly and adhere to the pavement. The material shall not discolor nor cause any noticeable change in the appearance of the pavement outside of the finished pavement markings. All solvents shall have evaporated from the binder/sealer prior to the application of the molten thermoplastic materials.

11-24.04 PRE-MARKING

If the existing markings are not visible, the Contractor will be required to pre-mark each installation prior to the application of the material. Where no existing markings are in place, the Contractor shall place the new pavement markings where directed by the Sr. Senior Transportation Engineer.

11-24.05 THERMOPLASTIC PAVEMENT MARKING MATERIAL

The Contractor shall use a thermoplastic marking material which conforms to the specifications in the MUTCD (latest edition) unless otherwise specified by the Senior Transportation Engineer.

11-24.06 SCOPE

This specification covers a reflectorized pavement striping material of type that is applied to a road surface in a molten state by extrusion means with a surface application of glass spheres. When applied properly and at the designated thickness and width the strip shall, upon cooling, be reflectorized and be able to resist deformation by traffic.

11-24.07 CLASSIFICATION

The thermoplastic material shall be homogeneously composed of pigment, filler, resins, and glass reflectoring spheres.

11-24.08 MATERIAL

The thermoplastic material shall conform to the specifications in the MUTCD (latest edition) unless otherwise specified by the Senior Transportation Engineer.

STRIPING SPECIFICATIONS

11-25.02 APPLICATION OF BINDER/SEALER

Application equipment shall be so constructed as to assure continuous uniformity in the width and thickness of the primer, which shall be applied at least one (1) inch wider than the thermoplastic material application.

11-25.03 APPLICATION OF THERMOPLASTIC MATERIAL

Application equipment shall be so constructed as to assure continuous uniformity in the thickness and width of the marking, and shall be equipped with a cut-off device remotely controlled to provide clean, square stripe ends. Longitudinal lines shall be off-set at least two (2) inches from longitudinal construction joints of pavement. The bead distribution shall be uniform throughout the width and thickness.

The various letters and symbols shall conform to the size and shape outlined in the Manual on Uniform Traffic Control Devices.

The Contractor shall protect the markings from tracking, by placing guarding or warning devices as necessary. In the event any vehicles cross the molten marking, such marking shall be re-applied, and any marking made by the moving vehicle shall be removed by the Contractor at no additional cost to the City. The Contractor shall be responsible for removing all material spilled upon the road surface in a manner acceptable to the Senior Transportation Engineer or his/her designee.

ATTACHMENT "E"

SIGN SPECIFICATIONS (CDOT Section 56 plus revisions)

56-1 OVERHEAD SIGN STRUCTURES

[THIS SECTION IS NOT USED IN THIS PROJECT]

56-2 ROADSIDE SIGNS

56-2.1 DESCRIPTION

The following is added to Section 56-2.01 of the Standard Specifications:
This section covers new signage. Replacement of existing signage is covered in Section 15.

56-2.2 MATERIALS

56-2.2.1 METAL POSTS

The following is added to Section 56-2.02A of the Standard Specifications:

Unless otherwise directed on the Plans or elsewhere in these Special Provisions or by the Engineer, roadsides signs mounted on steel poles shall comply with the requirements shown on City Standard Detail ST-12.

56-2.2.2 WOOD POSTS

Section 56-2.02B of the Standard Specifications is revised as follows:
Wood posts shall only be made of redwood.

56-2.2.3 METAL PANELS

Section 56-2.02C of the Standard Specifications is entirely replaced with the following:
Aluminum sheet panels shall be 0.080 anodized on both sides.

56-2.2.4 SIGN PANEL FASTENING HARDWARE

Section 56-2.02D of the Standard Specifications is revised as follows:

Brackets for top-mounting signs on metal posts shall comply with the requirements shown on City Standard Detail ST-12.

56-2.2.5 MARKINGS

No Parking" signs shall be similar to the R26 (CA) in the California MUTCD, January 2010 edition.

SIGN SPECIFICATIONS

56-3 CONSTRUCTION

The following is added to Section 56-2.03 of the Standard Specifications:

Foundations for roadside signs shall comply with the requirements shown on City Standard Detail ST-12.

56-4 SIGN PANEL INSTALLATION

Section 56-2.04 of the Standard Specifications is revised as follows:

No components shall be furnished by the City unless otherwise noted on the Plans or elsewhere in these Special Provisions or stipulated by the Engineer

56-5 MEASUREMENT

Section 56-2.05 of the Standard Specifications is entirely replaced with the following:

All roadside signs shall be measured by the unit by type of sign.

56-6 PAYMENT

Section 56-2.06 of the Standard Specifications is entirely replaced with the following:

The Contract price per lineal foot shall include full compensation for furnishing all labor, materials, tools, equipment and incidentals, and for performing all the work required, for installation of signs and mountings, including all hardware, fittings, excavation, foundations, backfill and compaction, and restoration of surrounding surface conditions to previous or final conditions as required, complete In place as indicated in the Plans and the Special Provisions and as directed by the Engineer, and no additional compensation shall be allowed therefor.