



City of Oberlin

REQUEST FOR PROPOSALS (RFP)

For

City Streets Chip Seal Project

RFP Issue Date: **April 1, 2025**

Proposal Due Date: **April 24, 2025, 2:00 PM CST**

City of Oberlin
1 Morgan Dr
Oberlin, Kansas 67749
Phone: 785-475-2217 / Fax: 785-475-2925

REQUEST FOR PROPOSAL
CITY STREETS CHIP SEAL PROJECT
Oberlin – Kansas

QUESTION SUBMISSION DEADLINE: April 17, 2025, 2:00 pm

PROPOSAL SUBMISSION DEADLINE: April 24, 2025, 2:00 pm

BID OPENING: April 24, 2025, 2:15 pm at the Gateway Civic Center, Managers Room, 1 Morgan Drive, Oberlin, Ks 67749

Questions may be submitted in written form to:

Contact Name: David Sporn

Contact Address: 1 Morgan Dr.
Oberlin, Kansas 67749

Telephone Number: 785-470-7003

Email Address: dsporn@oberlinkansas.gov

INTRODUCTION

The City of Oberlin invites and welcomes proposals for their City Streets Chip Seal Project. Please take time to read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the “PROPOSAL SUBMISSION DEADLINE.”

BIDDERS SHOULD NOTE ANY WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL SHOULD BE ACCOMPANIED BY REFERENCE MATERIALS

PROJECT AND LOCATION

The project associated with this RFP is located within the city limits of Oberlin, Kansas 67749. (see attached location map)

PROJECT MANAGER CONTACT INFORMATION

For questions or information regarding project details, contact:

Name: David Sporn

Title: City Foreman

Phone: 785-470-7003

Fax: 785-475-2925

Email: dsporn@oberlinkansas.gov

PROJECT OBJECTIVE

The objective and ultimate goal of this project is to chip seal select streets in order to preserve them.

PROJECT SCOPE AND SPECIFICATIONS

Bids should include any signage, mobilization, haul, spread, and rolling of oil and ¼ inch aggregate. The City will patch potholes prior to chip seal application and can perform pickup sweeping post-seal. The total project is approximately 14,000 sy.

SCHEDULED TIMELINE

The following timeline has been established to ensure that our project objective is achieved; however, the following timeline shall be subject to change when deemed necessary by management.

MILESTONE

Proposal submission deadline:

Bid opening:

Job completion:

DATE

April 24, 2025 2:00 pm

April 24, 2025 2:15 pm

December 31, 2025

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS

The City of Oberlin shall award the contract to the proposal that best accommodates the various project requirements. The City of Oberlin reserves the right to refuse any proposal or contract.

DEADLINE TO SUBMIT PROPOSAL

All proposals must be received by the City of Oberlin no later than 2:00 pm on April 24, 2025 for consideration in the project proposal selection process. All bids must be delivered to the City Office at 1 Morgan Drive, Oberlin, KS 67749 by the previously stated timeline. If a company chooses to fax or email bid documents, it is the company's responsibility to ensure they have been received.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based on information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process.

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidder's alleged performance effectiveness of their proposal's solution.
3. Bidder's performance history and alleged ability to timely deliver proposed services.
4. Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
5. Overall cost effectiveness of the proposal.

The City of Oberlin reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

1. Bidders 's Name(s)
2. Bidder's Address
3. Bidder's contact information (and preferred method of communication)
4. Evidence of legal authority to conduct business in Kansas (e.g. business license number)

Proposed Outcome

- Summary of timeline and work to be completed.

Equipment or Service

- List any accommodation, services, or space required from the City of Oberlin, along with a brief explanation.

Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

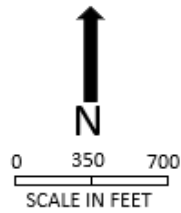
Licensing and Bonding

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

City of Oberlin, 2025 City Streets Chip Seal Project
Approx. 14000, sq. yds.
(locations are highlighted in orange)



CITY OF OBERLIN
DECATUR COUNTY
KANSAS

