



## **Harvard Diggins Public Library**

### **Request for Proposals**

#### **Parking Lot Resurfacing**

### **Introduction**

The Harvard Diggins Library serves the educational and entertainment needs of residents of the City of Harvard and surrounding area. With a diverse collection of over 50,000 circulating physical items, programs for all ages, comfortable seating and quiet study spaces, the library serves as a community hub for Harvard.

### **Overview**

The Harvard Diggins Library is seeking an experienced road paving/resurfacing contractor to resurface, fill potholes, and restripe the parking lot, receiving driveway and utility service area. The lot is located on the south side of the facility and includes 85 parking spots, half of which have concrete curb bumpers. The driveway is located on the southeast side of the building with direct access from the parking lot. The utility service area is contiguous with a portion of the driveway.

### **Project Scope**

This request for proposal is intended to cover all labor, materials, permits, warranties, insurance, and other duties needed to resurface, fill, and restripe the parking lot. The Harvard Diggins Library is requesting the proposal be submitted as one entire proposal broken into project elements as follows:

- Grind 2 inches from existing surface
- Fill pot holes remaining after grinding
- Resurface with 2 inches of blacktop
- Stripe according to existing schematic with the addition of an exclusion zone to the east of the drive-up book drop.

Work shall be done in accordance with all applicable local, state, and federal regulations.

### **Logistics**

Project Schedule:

- RFP Released: February 20, 2024
- Proposals Due: March 15, 2024

- Decision Communicated: April 19, 2024

- Installation Goal: August, 2024

### **Submission Requirements**

- Provide an overview of the company's organization, resources, and support capabilities
- Successful bidders must comply with the Illinois Prevailing Wage Act.
- Submit one entire proposal broken into project elements.
- Provide a list of current and past projects employing company's services that have similar requirements to those of the Library.
- The preferred submittal format is PDF.

### **Submission Inquiries and Delivery**

- Site visits are strongly recommended and can be scheduled to review logistics. Contact Karen Sutera, Library Director, at [karens@harvard-diggins.org](mailto:karens@harvard-diggins.org) to schedule site visits.
- Please submit all questions and project proposals to Karen Sutera, Library Director, at [karens@harvard-diggins.org](mailto:karens@harvard-diggins.org).

### **Selection Criteria**

Selection criteria will include, but is not limited to, the following:

- Qualifications and experience
- Current and previous similar projects
- Timeline and budget