

CITY OF APPLETON

**DEPARTMENT OF COMMUNITY AND
ECONOMIC DEVELOPMENT**

REQUEST FOR PROPOSALS

**SOIL PILE RELOCATION
IN
SOUTHPOINT COMMERCE PARK**

October 13th, 2017

**Contract Scope for
SOIL PILE RELOCATION in
SOUTHPOINT COMMERCE PARK**

The City of Appleton Department of Community and Economic Development is seeking proposals from earthwork contractors to relocate a soil stockpile near the northwest corner of Eisenhower Drive and Vantage Drive to an existing soil stockpile location near the east side of Quest Drive approximately 450 feet north of Midway Road, along with associated work to comply with City of Appleton erosion control requirements.

SITE DESCRIPTIONS

The proposed work involves three sites. Site 1 is the location of the existing soil stockpile to be relocated by the Contractor. Site 2 is the location to which the soil is to be relocated by the Contractor. Site 3 is the location of a stockpile of topsoil on the east side of Eisenhower Drive approximately 300 feet north of Site 1 that the Contractor shall spread onto Site 1 after the pile has been moved.

Site 1

A map of Site 1 is included as Exhibit A. Site 1 is owned by the City of Appleton. It contains an existing soil stockpile consisting of approximately 3,000 cubic yards of clay with a total footprint of approximately 28,200 square feet. The stockpile is surrounded by a thin crushed stone pad placed by contractors who have borrowed from the stockpile over time. A vegetated grass buffer surrounds the stone pad.

Site 2

A map of Site 2 is included as Exhibit B. Site 2 is owned by the City of Appleton. It contains an existing soil stockpile consisting primarily of clay with a total volume of approximately 2,500 cubic yards and a footprint of approximately 34,000 square feet. Existing and proposed contours are shown on Exhibit B to define the approximate size and shape of the enlarged pile to be created by the contractor using the relocated soils. A vegetated grass buffer surrounds the stockpile area.

Site 3

A map of Site 3 is included as Exhibit C. It contains an existing soil stockpile consisting of approximately 450 cubic yards of topsoil with a total footprint of approximately 4,100 square feet. The stockpile is covered by thick vegetation and is surrounded a vegetated grass buffer.

SCOPE OF WORK

Site 1

1. Prior to start of work, install a tracking pad at the location shown on Exhibit A.
2. Install Type D-HR inlet protection on all storm sewer curb inlets within 500' downslope of the tracking pad.
3. Do not disturb the vegetated buffer.

4. Protect the existing concrete curb/pavement from damage. Repair or replace to the City's satisfaction any concrete curb/pavement damaged during performance of the work.
5. Remove the entire soil stockpile by loading soil onto on-road haul vehicles. Approximate stockpile limits for removal are shown on Exhibit A. Approximate finish grade after stockpile removal shall be as follows: West side of existing pile: 802.5, south side of pile 802.5, east side of pile 801, north side of pile 800.
6. Transport soil using on-road haul vehicles on public right-of-way to Site 2. The Contractor may, at his option and expense, transport some or all of the soil to an offsite location provided by the Contractor in lieu of Site 2.
7. After stockpile removal on Site 1, smooth and grade to provide positive drainage of Site 1 in preparation of receiving topsoil.
8. Uniformly spread topsoil obtained from Site 3 across the entire disturbed area of Site 1, at approximately 4" depth.
9. Furnish and Install Seed Mix #1, along with a cover crop of Seed Mix #4 and fertilizer, per Section 3.10 of City Specifications over the entire disturbed area.
10. Furnish and Install Mulching for Construction Sites per Section 3.9 of City Specifications over the entire seeded area.
11. If work on the site stops for more than two weeks prior to completion of Items 8 through 10, apply Soil Stabilizer Type B (PAM) to any disturbed surfaces.
12. Keep road surfaces clean of any tracked soil. Clean any tracked soil from road surface by end of each work day.
13. Remove temporary erosion control after work is complete.

Site 2

1. Prior to start of work, install a tracking pad at the location shown on Exhibit B.
2. Install Type D-HR inlet protection on all storm sewer curb inlets within 500' downslope of the tracking pad.
3. Do not disturb the vegetated buffer.
4. Place soil transported from Site 1 approximately per the proposed contours shown on Exhibit B, staying within the footprint of the existing stockpile. Approximate footprint shown on Exhibit B is 21,000 SF.
5. After placing all soil transported from Site 1, smooth any areas disturbed by hauling or placement of soil.
6. Furnish and Install Seed Mix #1, along with a cover crop of Seed Mix #4 and fertilizer, per Section 3.10 of City Specifications over the entire disturbed area.
7. Furnish and Install Mulching for Construction Sites per Section 3.9 of City Specifications over the entire seeded area.
8. If work on the site stops for more than two weeks prior to completion of Items 5 through 7, apply Soil Stabilizer Type B (PAM) to any disturbed surfaces.
9. Keep road surfaces clean of any tracked soil. Clean any tracked soil from road surface by end of each work day.
10. Remove temporary erosion control after work is complete.

Site 3

1. Prior to start of work, install a tracking pad at the location shown on Exhibit C.
2. Install Type D-HR inlet protection on all storm sewer curb inlets within 500' downslope of the tracking pad.
3. Do not disturb the vegetated buffer except as necessary to run construction equipment between the tracking pad and the topsoil stockpile.

4. Protect the existing concrete curb/pavement from damage. Repair or replace to the City's satisfaction any concrete curb/pavement damaged during performance of the work.
5. Remove 350 CY of stockpiled stockpile by loading soil onto on-road haul vehicles.
6. Transport topsoil using on-road haul vehicles on public right-of-way to Site 1.
7. Uniformly spread topsoil obtained from Site 3 across the entire disturbed area of Site 1, to an approximate depth of 4".
8. Smooth site after removal of entire stockpile
9. Furnish and Install Seed Mix #1, along with a cover crop of Seed Mix #4 and fertilizer, per Section 3.10 of City Specifications over the entire disturbed area.
10. Furnish and Install Mulching for Construction Sites per Section 3.9 of City Specifications over the entire seeded area.
11. If work on the site stops for more than two weeks prior to completion of Items 7 through 10, apply Soil Stabilizer Type B (PAM) to any disturbed surfaces.
12. Keep road surfaces clean of any tracked soil. Clean any tracked soil from road surface by end of each work day.
13. Remove temporary erosion control after work is complete.

PROJECT SCHEDULE

1. Completed Proposals are due by 3:00 p.m. on Monday, October 26th , 2017 to:

Matt Rehbein
City of Appleton
Department of Community/Economic Development
100 N. Appleton Street
Appleton, WI 54911

2. All work shall be completed by May 1, 2018.

ITEMS TO BE PROVIDED BY OWNER

Owner will apply for and obtain City of Appleton Erosion Control Permit at Owner's cost.

APPLICABLE SPECIFICATIONS

All work shall be performed in compliance with City of Appleton Erosion Control Specifications, available for downloading here:

<http://www.appleton.org/government/public-works/admin-engineering/projects-open-for-bid>

Click on the link "2016 2016 Standard Specifications for Construction"

INSURANCE REQUIREMENTS

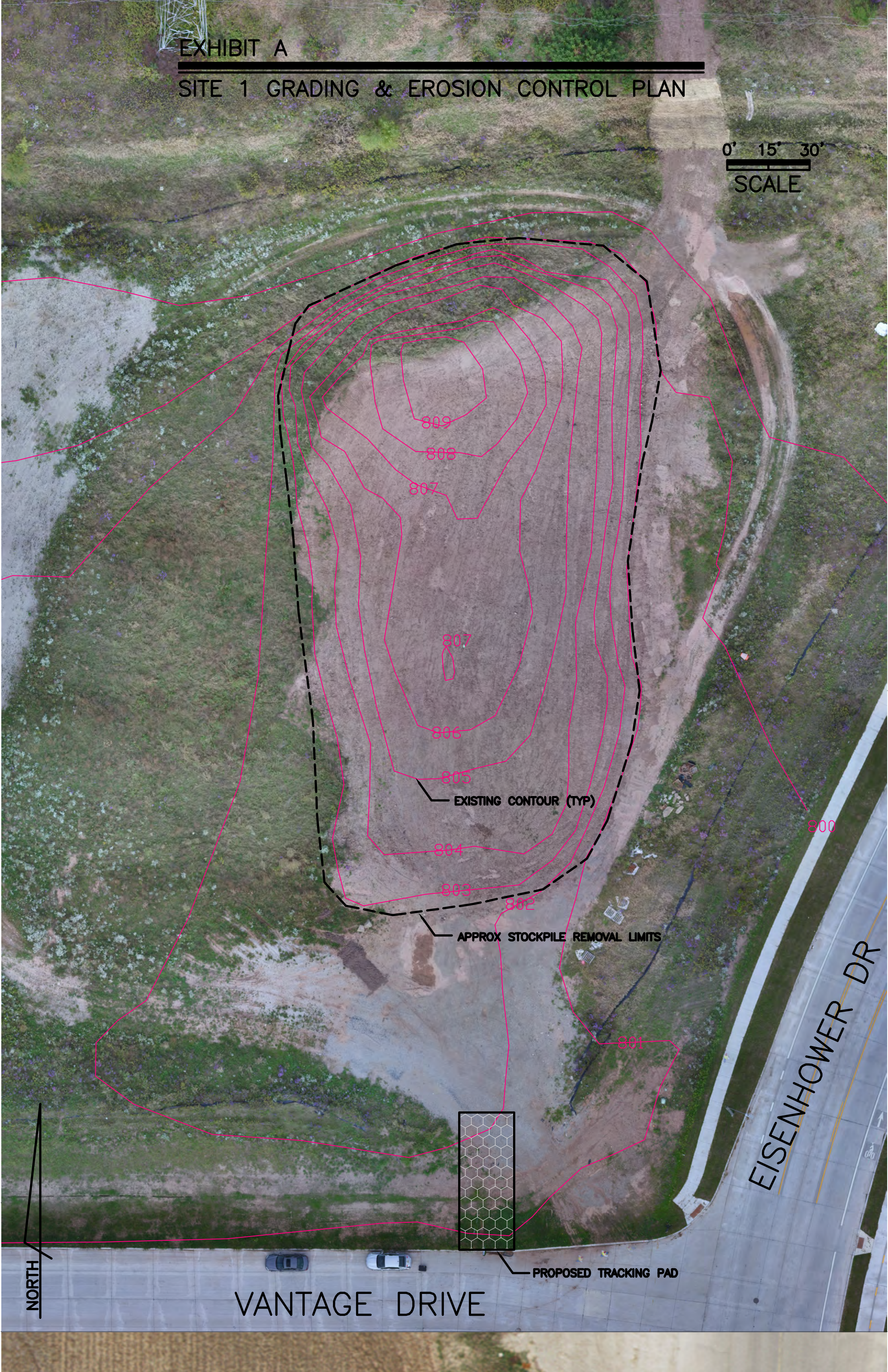
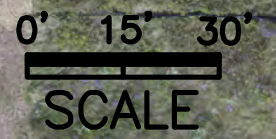
Contractor shall submit a Certificate of Insurance meeting requirements of the attached Exhibit E Small Exposure Jobs within 5 business days of bid acceptance by City of Appleton.

ADDITIONAL INFORMATION

Please direct any questions to Matt Rehbein at (920) 832-6463 or matthew.rehbein@appleton.org. We look forward to hearing from you.

EXHIBIT A

SITE 1 GRADING & EROSION CONTROL PLAN



809

808

807

807

806

805

EXISTING CONTOUR (TYP)

804

803

802

APPROX STOCKPILE REMOVAL LIMITS

801

800

NORTH



PROPOSED TRACKING PAD

VANTAGE DRIVE

EISENHOWER DR

QUEST DRIVE



PROPOSED TRACKING PAD

820

820

848

4:1 TYP

EXHIBIT B SITE 2 GRADING & EROSION CONTROL PLAN

PROPOSED CONTOUR (TYP)
EXISTING CONTOUR (TYP)

824
826
828
830
832
834
835

0' 15' 30'
SCALE

NORTH

245

415.35

5

80

EISENHOWER DRIVE



PROPOSED TRACKING PAD

0' 15' 30'
SCALE

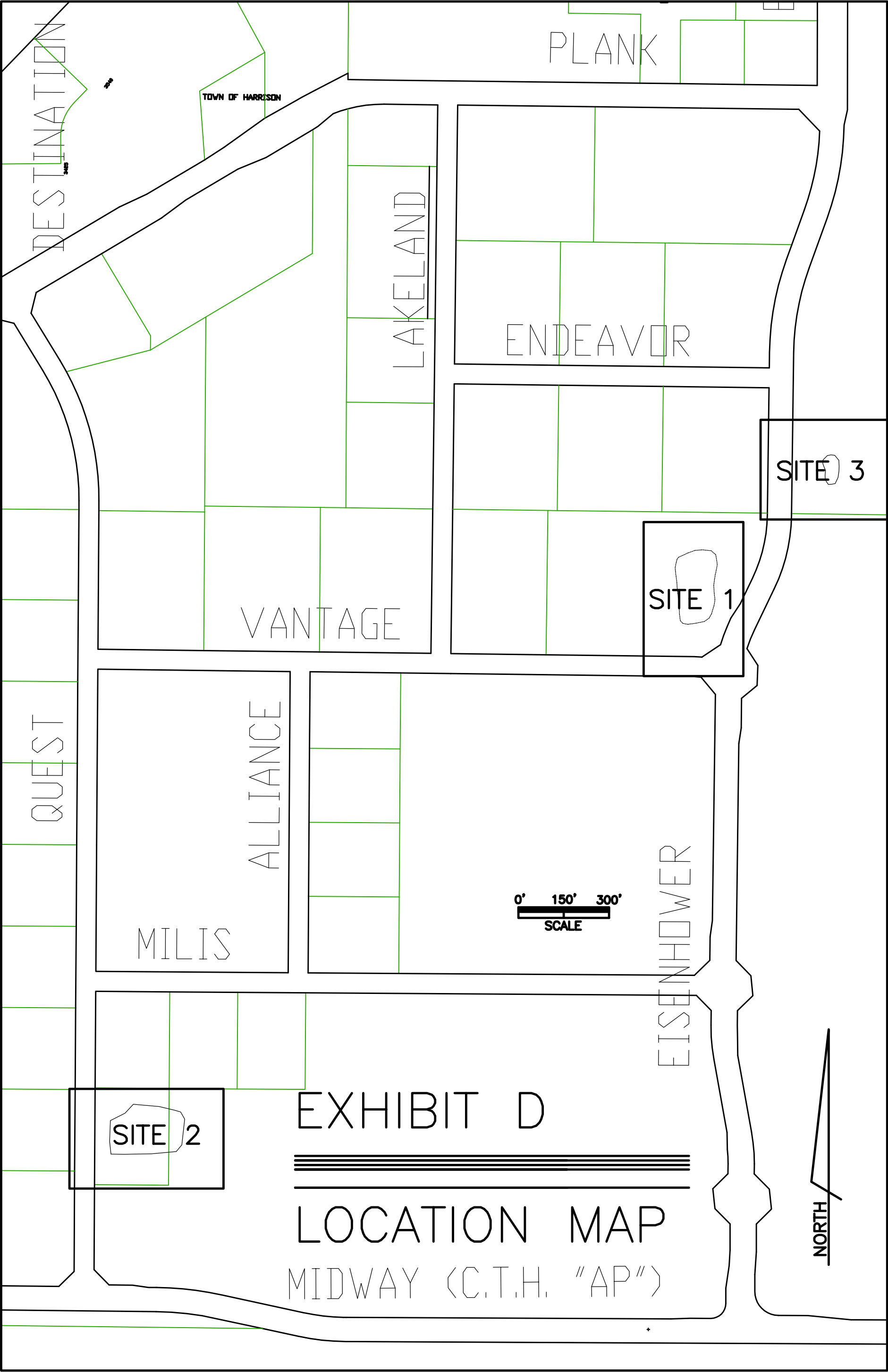
EXISTING CONTOUR (TYP)

EXISTING TOPSOIL STOCKPILE

EXHIBIT C
SITE 3 GRADING & EROSION CONTROL PLAN

NORTH

01



DESTINATION

PLANK

TOWN OF HARRISON

LAKELAND

ENDEAVOR

SITE 3

SITE 1

VANTAGE

QUEST

ALLIANCE

MILIS

0' 150' 300'
SCALE

EISENHOWER

SITE 2

EXHIBIT D

LOCATION MAP

MIDWAY (C.T.H. "AP")

NORTH

EXHIBIT E
CITY OF APPLETON
INSURANCE REQUIREMENTS
SMALL EXPOSURE JOBS

The Contractor shall not commence work on contract until proof of insurance required has been provided to the applicable department before the contract or purchase order is considered for approval by the City of Appleton.

It is hereby agreed and understood that the insurance required by the City of Appleton is primary coverage and that any insurance or self insurance maintained by the City of Appleton, its officers, council members, agents, employees or authorized volunteers will not contribute to a loss. All insurance shall be in full force prior to commencing work and remain in force until the entire job is completed and the length of time that is specified, if any, in the contract or listed below whichever is longer.

1. INSURANCE REQUIREMENTS FOR CONTRACTOR—LIABILITY

- A. Commercial General Liability coverage at least as broad as Insurance Services Office Commercial General Liability Form, including coverage for Products Liability, Completed Operations, Contractual Liability, and Explosion, Collapse, Underground coverage with the following minimum limits and coverage:
1. Each Occurrence limit \$1,000,000
 2. Personal and Advertising Injury limit \$1,000,000
 3. General aggregate limit (other than Products–Completed Operations) **per project** \$2,000,000
 4. Products–Completed Operations aggregate \$2,000,000
 5. Fire Damage limit — any one fire \$50,000
 6. Medical Expense limit — any one person \$5,000
 7. Watercraft Liability, (Protection & Indemnity coverage) **”if”** the project work includes the use of, or operation of any watercraft, then Watercraft Liability insurance must be in force with a limit of \$1,000,000 per occurrence for Bodily Injury and Property Damage.
 8. Products – Completed Operations coverage must be carried for two years after acceptance of completed work.
- B. Automobile Liability coverage at least as broad as Insurance Services Office Business Automobile Form, with minimum limits of \$1,000,000 combined single limit per accident for Bodily Injury and Property Damage, provided on a Symbol #1– “Any Auto” basis.
- C. Workers’ Compensation as required by the State of Wisconsin, and Employers Liability insurance with sufficient limits to meet underlying Umbrella Liability insurance requirements. If applicable for the work coverage must include Maritime (Jones Act) or Longshoremen’s and Harbor Workers Act coverage.
- D. Also, see requirements under Section 3.

2. INSURANCE REQUIREMENTS FOR SUBCONTRACTOR

All subcontractors shall be required to obtain Commercial General Liability (if applicable Watercraft liability), Automobile Liability, Workers' Compensation and Employers Liability, (if applicable Aircraft liability) insurance. This insurance shall be as broad and with the same limits as those required per Contractor requirements, excluding Umbrella Liability, contained in Section 1 above.

3. APPLICABLE TO CONTRACTORS / SUBCONTRACTORS

- A. **Primary and Non-Contributory requirement – all insurance must be primary and non-contributory to any insurance or self-insurance carried by City of Appleton.**
- B. Acceptability of Insurers - Insurance is to be placed with insurers who have an *A.M. Best* rating of no less than A- and a Financial Size Category of no less than Class VI, and who are authorized as an admitted insurance company in the state of Wisconsin.
- C. Additional Insured Requirements – The following must be named as **additional insureds** on all Liability Policies for liability arising out of project work - City of Appleton, **and its officers, council members, agents, employees and authorized volunteers. On the Commercial General Liability Policy, the additional insured coverage must be ISO form CG 20 10 07 04 and also include Products – Completed Operations equivalent to ISO form CG 20 37 07 04 or their equivalents for a minimum of 2 years after acceptance of work. This does not apply to Workers Compensation Policies.**
- D. Certificates of Insurance acceptable to the City of Appleton shall be submitted prior to commencement of the work to the applicable department. **In addition form CG 20 10 07 04 for ongoing work exposure and form CG 20 37 07 04 for products-completed operations exposure must also be provided or its equivalent.** These certificates shall contain a provision that coverage afforded under the policies will not be canceled or non renewed until at least 30 days' prior written notice has been given to the City of Appleton.