

ROGERS CITY AREA SCHOOLS REQUEST FOR PROPOSALS (RFP)

Parking Lot Reconstruction and Asphalt Improvement Project
Elementary School Side Parking Lot & High School Front Parking Lot
Project Completion Required Prior to September 1, 2026

1. INVITATION TO BID

Rogers City Area Schools ("District") is soliciting sealed proposals from qualified contractors for parking lot reconstruction and asphalt improvement work at two District locations. The District seeks a contractor capable of providing all labor, materials, equipment, supervision, transportation, permits, and incidentals necessary to complete the work described herein. The District reserves the right to accept or reject any and all proposals, waive informalities, and award the contract in the best interest of the District.

2. PROJECT LOCATIONS

Site A – Elementary School Side Parking Lot

Rogers City Elementary School
251 West Huron Avenue
Rogers City, MI 49779

Site B – High School Front Parking Lot and Drive Entrance

Rogers City High School
1033 West Huron Avenue
Rogers City, MI 49779

3. PROJECT SCOPE OF WORK

Site A – Elementary School Side Parking Lot

Approximately 4,700 square feet of parking lot reconstruction including:

- Saw cutting existing asphalt and/or concrete as necessary
- Removal and disposal of existing pavement materials
- Inspection of existing subbase
- Removal and replacement of unsuitable base materials
- Placement and compaction of aggregate base as required
- Fine grading
- Installation of approximately 3-inch compacted asphalt surface
- Restoration of disturbed areas
- Cleanup and disposal of all project debris

Site B – High School Front Parking Lot and Drive Entrance

Approximately 20,750 square feet of parking lot and driveway improvements including:

- Saw cutting existing asphalt as necessary

- Removal and disposal of existing asphalt and concrete
- Inspection of existing subbase conditions
- Replacement of unsuitable subbase materials as required
- Placement and compaction of aggregate base
- Grading and surface preparation
- Installation of approximately 3-inch compacted asphalt surface
- Restoration of disturbed areas
- Cleanup and disposal of project debris

4. CONTRACTOR RESPONSIBILITIES

The successful contractor shall:

- Furnish all labor, equipment, supervision, and materials.
- Obtain all permits required for construction.
- Comply with all federal, state, and local regulations.
- Maintain appropriate traffic and pedestrian safety controls.
- Protect school property from damage.
- Coordinate work schedules with District administration.
- Provide evidence of insurance and licensing.
- Maintain a safe work site at all times.

5. SITE VISITS

A mandatory pre-bid site visit will be held:

Date: Friday, July 6th, 2026

Time: 12:30 P.M.

Location: Rogers City Area Schools Administration Office
1033 West Huron Avenue, Suite B
Rogers City, MI 49779

Contractors are strongly encouraged to inspect existing conditions prior to submitting proposals.

6. PROJECT SCHEDULE

| Milestone | Date |
|------------------------|----------------------------|
| RFP Released | June 26, 2026 |
| Pre-Bid Meeting | July 6, 2026 |
| Proposal Due | July 10, 2026 |
| Board Award | July 13, 2026 |
| Construction Start | Summer 2026 |
| Substantial Completion | August 15, 2026 |
| Final Completion | Prior to September 1, 2026 |

Work must be completed before the start of the 2026-2027 school year.

7. PROPOSAL REQUIREMENTS

Contractors shall submit:

Company Information

- Business name
- Address
- Contact information
- Years in business
- Michigan licensing information

Experience

- Description of similar parking lot projects completed within the last five years
- Minimum of three references from school districts, municipalities, or comparable clients

Pricing

Provide separate pricing for:

| Item | Lump Sum Price |
|--|----------------|
| Elementary School Parking Lot Reconstruction | \$ _____ |
| High School Front Parking Lot Improvements | \$ _____ |
| Combined Total | \$ _____ |

Include:

- Unit price for additional excavation/subbase replacement per cubic yard
- Unit price for additional aggregate base per cubic yard
- Unit price for asphalt replacement per square yard

8. INSURANCE AND BID REQUIREMENTS

Contractor shall provide certificates of insurance evidencing commercial general liability, workers' compensation as required by Michigan law and employer liability.

Contractor shall provide bonds covering the faithful performance of the contract and payment of obligations arising thereunder MCL 129.201. The amount of each performance and payment bond shall be equal to 25% of the contract sum. The contractor shall deliver the required bond to the District before the date an agreement can be executed and work commenced.

9. BID EVALUATION

Proposals will be evaluated based upon:

- Cost
- Experience with similar projects
- References
- Ability to meet schedule requirements
- Quality of proposed materials and workmanship
- Responsiveness to RFP requirements

The District is not required to award the contract solely on the basis of lowest price.

10. WARRANTY

Contractor shall provide:

- Minimum one-year workmanship warranty

11. SUBMISSION OF PROPOSALS

Sealed proposals shall be clearly marked:

"Parking Lot Reconstruction and Asphalt Improvement Project Proposal"

Submit to:

Superintendent

Rogers City Area Schools
1033 W. Huron Avenue, Suite B
Rogers City, MI 49779

Proposals must be received no later than:

Date: July 10, 2026

Time: 1:00 PM

Late proposals will not be accepted.

RFP Issued By:

Rogers City Area Schools 1033 W Huron Ave, Suite B Rogers City, MI 49779

Bid Contact: Mrs. Vicki Paull, Administrative Assistant Phone: (989) 734-9101

Email: victoria.paul@rcashurons.org

Project Contact: Mr. Aaron Spens, Transportation & Maintenance Supervisor Phone: (989) 734-9100

Email: aaron.spens@rcashurons.org

12. RESERVATION OF RIGHTS

Rogers City Area Schools reserves the right to:

- Reject any or all proposals
- Waive minor irregularities
- Request clarification of submitted proposals
- Negotiate contract terms
- Award all work to one contractor or divide work among multiple contractors if deemed in the District's best interest

13. PREVAILING WAGE DETERMINATION

Rogers City Area Schools has reviewed the funding source for this project and determined that the project is being funded solely through the District's Building and Site Sinking Fund (millage proceeds). Based upon the funding source and the District's understanding of applicable law, Michigan Prevailing Wage requirements and federal Davis-Bacon wage requirements are not applicable to this project. Accordingly, bidders are not required to submit certified payroll records, prevailing wage affidavits, or wage rate compliance documentation as part of this solicitation. Notwithstanding the foregoing, contractors shall remain responsible for compliance with all applicable federal, state, and local labor laws, including but not limited to minimum wage requirements, workers' compensation laws, unemployment insurance requirements, and occupational safety regulations.

The District reserves the right to modify these requirements should a determination be made that prevailing wage laws become applicable due to a change in project funding or governing law.



Full Company Name:

(legal) Address:

Phone Number:

Email:

Name of representative: _____ (Title) _____

Describe material type:

Warranty details: _____

I have completely read, understand and able to meet all requirements set forth.

(print)

(Signature)

Total Bid Amount (figures) \$

(words)

(words)

BID packet must include the following: Iran Economic Sanctions Act Compliance and No Familial Relation Affidavit, warranty specifications, insurance and bid requirements, and past comparable work references.

