

CITY OF HOUSTON  
SCOPE OF WORK  
FOR  
ADA STREET MAINTENANCE SERVICES  
FOR THE  
ADMINISTRATION AND REGULATORY AFFAIRS DEPARTMENT

It is the intent of the City of Houston to solicit the lowest and best responsible bid or price under competitive conditions.

Prospective bidders are advised that this bid is not to be considered restricted to any referenced manufacturer and all bidders are specifically directed to informal bid terms of the "General Conditions of Bidding".

Painting of ADA Parking Stalls and Signage Services involves the following:

**1.0 SCOPE OF WORK:**

Work under this contract shall include the furnishing of all labor, equipment, supplies, parts, tools, transportation, supervision, bonds and necessary insurance to provide "ADA Street Maintenance Services" for Parking Management, per the specified locations on the attached drawings.

ADA Painting and Signage Services involves the following:

- 1.1 The contractor shall clean concrete/asphalt thoroughly and shall be done by brooms, air blaster, scrapers, or whatever combination of equipment is necessary to clean the pavement without damaging the surface.
- 1.2 The contractor shall be required to paint twenty (20) ADA handicap parking logo stalls, and if necessary, provide and install ramps and signage at various designated street locations, per the attached drawings.
- 1.3 Paint shall be Sherwin Williams 00TM2133 setfast blue waterborne traffic marking paint or equivalent.
- 1.4 The newly painted ADA parking spaces shall be protected until dry.
- 1.5 ADA parking spaces for vans must have an access aisle that is least 8-foot wide and an access aisle of at least 5-foot for cars.
- 1.6 ADA sign shall be installed with the international symbol of accessibility located in front of the parking space and mounted; sign shall be 60-inches minimum above the finished floor or ground surface.
- 1.7 Van accessible spaces must be designated by a sign installed with the international symbol "Van Accessible."
- 1.8 Accessible handicapped parking must be located on the shortest accessible route to the accessible entrance and to provide a marked access aisle if person is required to cross vehicular traffic.

**2.0 MATERIALS:**

- 2.1 Materials meets or exceeds the standard in the industry for improvement for the services to be performed and conforms with respects to the specifications.

### **3.0 QUALITY ASSURANCE:**

- 3.1 Should any material be found defective, not meeting specifications, or that which has not been approved in writing by the owner shall, upon discovery (including any time within the period of the guarantee), be replaced with the specified equipment or material at no additional cost to the City.

### **4.0 WARRANTY:**

- 4.1 The Contractor shall guarantee all of the work that is performed under this contract, including all materials, workmanship, for a minimum of one (1) year from the date of full acceptance of the work.

### **5.0 DISCREPANCIES:**

- 5.1 If there are discrepancies in the specifications, the Contractor shall ask for a clarification from the City prior to bid opening.
- 5.2 If no clarification is requested, the City's judgement shall rule.

### **6.0 INSURANCE:**

- 6.1 Contractor must comply with the City of Houston insurance requirements, provide insurance certificate, and drug policy forms within three (3) days of request.

### **7.0 BONDS AND WAGE SCALE:**

- 7.1 Contractor to provide Performance, Payment, and Maintenance Bonds for 100% of award amount for awards over \$25,000 and complying with the City of Houston's Engineering wage scale

### **8.0 WORKMANSHIP:**

- 8.1 All work shall be performed and completed in a thorough, workmanlike manner and in accordance with the latest proven practices of the trade by thoroughly skilled and experienced workmen.

### **9.0 PERMITS:**

- 9.1 Unless specifications state otherwise successful Contractor shall be responsible for securing any and all permits for proposed work. Any fee charged for these permits shall be the responsibility of the Contractor and not the City of Houston.

## **10.0 SITE VISIT:**

- 10.1 All prospective bidders are encouraged to arrange and attend a site visit to Clarify the actual scope of work to be done. Failure of a bidder to arrange and attend a site visit shall not constitute grounds for later claim against the City.

Painting, Signage and Ramp Services are to be performed at the following City of Houston downtown Locations:

1200 Block of Jefferson at San Jacinto and Caroline St.  
500 Block of Pease St. at Smith and Brazos St.  
1000 Block of Jefferson at Fannin St and Main St.

Walk-Thru is scheduled at the location, date, and time indicated below:

Location: 1000 Jefferson  
Front of Amegy Bank Building  
Date: November 3, 2010  
Time: 10:00AM

- 10.2 The successful bidder's product shall be supported by an authorized service facility for securing replacement material without undue delay.
- 10.3 Any revisions to be incorporated into this solicitation document arising from discussions before, during and subsequent to the site visit conference will be confirmed in writing by Letter(s) of Clarification prior to the bid due date. Verbal responses will not otherwise alter the specifications, terms and conditions as stated herein.

City of Houston Contact for questions/concerns: **Paul Dugas/713-853-8219**

## **11.0 TERMINATION OF AGREEMENT:**

- 11.1 This Contract may be terminated by the City Purchasing Agent upon fifteen (30) days notice in writing, if the materials and/or services furnished do not conform to the standard set forth herein; or if the deliveries and servicing of this Contract do not conform to the requirements detailed herein.

## **12.0 CONTRACT COMPLETION:**

- 12.1 The Contractor shall complete this contract within 30 (thirty) business days of starting date of work.

## **13.0 CLEAN-UP:**

- 13.1 Unless specifications state otherwise at the completion of all work, Contractor shall remove from the area all trash, rubbish, and debris caused by its operations, leaving the job site clean.

**14.0 PRODUCT LITERATURE/SPECIFICATION SHEETS:**

- 14.2 To evaluate bids, the user department and the City purchasing staff may require product literature/specification sheets. When required, the bidders(s) should submit the requested product literature/specification sheets within five (5) calendar days from date of request.
- 14.2 **FAILURE ON BIDDER'S PART TO FURNISH THE REQUESTED TECHNICAL DATA IN THE TIME LIMIT GIVEN ABOVE MAY BE CAUSE FOR REJECTION OF THE BID.**

**NOTE: SELECTED LOW BID CONTRACTOR MEETING "SCOPE OF WORK" MUST COMPLY WITH THE CITIES "ENGINEERING WAGE SCALE" AND SUBMIT "CERTIFIED" PAYROLL RECORDS".**