



**Mayor**  
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**City Council**  
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**Parks and Recreation**

(317) 804-3184 admin office  
(317) 804-3190 fax

2728 East 171st Street  
Westfield, IN 46074  
[westfield.in.gov](http://westfield.in.gov)

To: Westfield Board of Works

From: Melody Jones

CC: Todd Burtron

Date: August 24, 2011

RE: Asa Bales Park and Simon Moon Park Trail Repair and New Installation

Dear Board Members:

The existing trails in Asa Bales Park and Simon Moon Park were constructed several years ago. We are experiencing cracks and heaving in many areas. In addition to needing the trails repaired, new asphalt surfacing will be replacing the existing stoned trail at the east entrance to Asa Bales Park. And a new realignment of the trail in Simon Moon Park will provide for a better route away from the hill. On July 28, 2011 we issued a Request for Quote for trail repairs and new trail installations in Asa Bales Park and Simon Moon Park. The request was sent to five paving companies. We received two proposals.

**Delello & Sons      \$49,943.65**

Grady Brothers, Inc.    \$72,800.00

The project is being funded with Park Impact Fees. We request that the Board of Works approve the contract with Delello & Sons for \$49,943.65. Work can begin immediately. The project completion deadline is September 23, 2011.



August 1, 2011

Submitted To: Westfield Parks & Recreation  
2706 E. 171<sup>st</sup> Street  
Westfield, IN 46074  
Phone: 804-3185

Project Name: Simon Moon Park

We propose to furnish labor and materials necessary for completion of the following scope-of-work,  
for sum of: **Twenty-Three Thousand Twenty-Nine and.....30/100** dollars **\$ 23,029.30**

**Crack Fill Path**

1. Clean and prepare existing cracks for crack filler application.
2. Apply hot pour crack filler to 508 lineal feet of existing cracks.

**Asphalt Patching**

1. Remove existing asphalt from 4 locations and haul off site.
2. Grade and compact existing stone base, ensuring a minimum of 4" #53 stone base.
3. Lay hot asphalt binder and roll to a compacted depth of 3".
4. Lay hot asphalt surface and roll to a compacted depth of 1".
5. Approximately 843 square feet.

**New Path**

1. Remove existing asphalt and haul off site (existing path @ base of hill).
2. Remove existing stone and set aside for future use in new path.
3. Remove 9" sod and dirt and place and grade out where old path was located.
4. Grade and compact existing stone into new path ensuring a minimum of 4" #53 stone base.
5. Lay hot asphalt binder and roll to a compacted depth of 3".
6. Lay hot asphalt surface and roll to a compacted depth of 1".
7. New path is approximately 3,700 square feet.

**One year guarantee on all labor and materials**

**NOTES:**

Contractor will schedule work after a signed contract is received. Delello & Sons is **NOT** responsible for permits, bonds, and utilities, unless stated otherwise on the proposal. Delello & Sons is **NOT** responsible for engineering, layout or staking. Delello & Sons is **NOT** responsible for traffic control or signage, unless stated otherwise. Delello & Sons is **NOT** responsible for existing drainage problem. Delello & Sons guarantees 95% drainage if grades are 1% or less. Delello & Sons is **NOT** responsible for damage to existing landscape, concrete, etc., due to construction traffic, etc. Delello & Sons is **NOT** responsible for unstable or inadequate sub-base, base or existing surface, unless noted otherwise. Cracks may appear in new asphalt when applied over existing asphalt or concrete, for which Delello & Sons will **NOT** be held liable. Delello & Sons not responsible for power steering scuffs, oil or gasoline damage. Any changes from the above specifications involving extra cost will become an extra charge over and above the proposed cost. **Proposal/contract price good through August 31, 2011.** Contract for weekday work ONLY. If owner/contractor requires Saturday work, overtime charges will be required.

Sincerely,

Delello & Sons Asphalt Paving INC.

Note: This proposal may be withdrawn by us if not accepted with in 30 days.

Acceptance of Proposal-The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined below.

 date 8/1/11  
Jim Houghton

\_\_\_\_\_ date \_\_\_\_\_

**Terms:**

Payment to be made upon completion of job, unless other arrangements, in writing are made. A 1 1/2% monthly finance charge will be applied to ALL PAST DUE accounts. This computes at an annual percentage rate of 18%. In the event of default, ALL expenses, including attorneys' fees, incurred by Delello & Sons in enforcing any obligation, shall become due in addition to the proposal sum. Owner to carry personal property and casualty insurance. Our workers are fully covered by Workmen's Compensation Insurance.



August 1, 2011

Submitted To: Westfield Parks & Recreation  
2706 E. 171<sup>st</sup> Street  
Westfield, IN 46074  
Phone: 804-3185

Project Name: Asa Bales Park

We propose to furnish labor and materials necessary for completion of the following scope-of-work,  
for sum of: **Twenty-Six Thousand Nine Hundred Fourteen and.....35/100** dollars **\$ 26,914.35**

**Crack Fill Path**

1. Clean and prepare existing cracks for crack filler application.
2. Apply hot pour crack filler to 1,867 lineal feet of existing cracks.

**Asphalt Patching**

1. Remove existing asphalt from 12 locations and haul off site.
2. Grade and compact existing stone base, ensuring a minimum of 4" #53 stone base.
3. Lay hot asphalt binder and roll to a compacted depth of 3".
4. Lay hot asphalt surface and roll to a compacted depth of 1".
5. Apply surface to existing binder patches on both sides of 2 existing bridges.
6. Approximately 4,780 square feet.

**New Path**

1. Pull existing pipe bollard and set aside, re-set after path completed.
2. Grade and compact existing stone base, ensuring a minimum of 4" #53 stone base.
3. Lay hot asphalt binder and roll to a compacted depth of 3".
4. Lay hot asphalt surface and roll to a compacted depth of 1".
5. Approximately 2,390 square feet.

**One year guarantee on all labor and materials**

**NOTES:**

Contractor will schedule work after a signed contract is received. Delello & Sons is **NOT** responsible for permits, bonds, and utilities, unless stated otherwise on the proposal. Delello & Sons is **NOT** responsible for engineering, layout or staking. Delello & Sons is **NOT** responsible for traffic control or signage, unless stated otherwise. Delello & Sons is **NOT** responsible for existing drainage problem. Delello & Sons guarantees 95% drainage if grades are 1% or less. Delello & Sons is **NOT** responsible for damage to existing landscape, concrete, etc., due to construction traffic, etc. Delello & Sons is **NOT** responsible for unstable or inadequate sub-base, base or existing surface, unless noted otherwise. Cracks may appear in new asphalt when applied over existing asphalt or concrete, for which Delello & Sons will **NOT** be held liable. Delello & Sons not responsible for power steering scuffs, oil or gasoline damage. Any changes from the above specifications involving extra cost will become an extra charge over and above the proposed cost. **Proposal/contract price good through August 31, 2011.** Contract for weekday work ONLY. If owner/contractor requires Saturday work, overtime charges will be required.

Sincerely,

Delello & Sons Asphalt Paving INC.

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal-The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined below.

 date 8/1/11  
Jim Houghton

\_\_\_\_\_ date \_\_\_\_\_

**Terms:**

Payment to be made upon completion of job, unless other arrangements, in writing are made. A 1 1/2% monthly finance charge will be applied to ALL PAST DUE accounts. This computes at an annual percentage rate of 18%. In the event of default, ALL expenses, including attorneys' fees, incurred by Delello & Sons in enforcing any obligation, shall become due in addition to the proposal sum. Owner to carry personal property and casualty insurance. Our workers are fully covered by Workmen's Compensation Insurance.



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July 28, 2011

RE: Request for Quotes – **Trail Repair and New Installation**

Dear Contractor,

Westfield Parks and Recreation Department has 13 miles of trails in the existing trail system and an additional 40 miles of trails that are purposed. We are dedicated to extending our existing trail system and maintaining our trails for the enjoyment and safety of all trail users. At this time we have two Parks; Asa Bales Park and Simon Moon Park that have existing asphalt trails in need of repair. Both Parks also have sections of new trail to be installed. With that in mind we are issuing this Request for Quote (RFQ) for your consideration. We require a quote based on this RFQ, and finally a **CONTRACT** that includes the requirements of this RFQ and the resulting contractor's quote.

There are **3 Sections** to this document, and we ask that you read them carefully before submitting a quote. We encourage questions regarding this RFQ and the Westfield Parks and Recreation's Trail System. Questions may be submitted using the contact information provided in this document.

**1. General Requirements**

You are receiving this RFQ for new trail installation and trail repair from the Westfield Parks and Recreation Department. In this RFQ there is a general list of requirements to be provided by your company, with the understanding that:

1. The contractor should submit one electronic copy of your quote to the Westfield Parks and Recreation Office by noon on August 12, 2011
2. The quote should include all specifications called out in the RFQ
3. The quote should include a list of all subcontractors that will be used.
4. It is expected that upon acceptance of a quote from the contractor that Westfield will enter into a **CONTRACT** with the contractor that is based on this RFQ and the contractor's quote.
5. A contract is estimated to be signed by August 23, 2011.
6. The vendor will be able to repair, remove and install the new trail by September 23, 2011.

7. Questions and Quotes are to be submitted electronically to Melody Jones, Westfield Parks and Recreation Director at [mjones@westfield.in.gov](mailto:mjones@westfield.in.gov)

## **2. Contractor's Instructions**

The trail detail specifications are attached to this RFQ.

1. All new trail sections are to be installed per the detail specifications called out in Scope of Work of this RFQ.
2. All trail repairs and removal are to be completed by the contractor per the details called out in the Scope of Work.

## **3. Scope of Work**

### **REMOVE OLD TRAIL**

**Simon Moon Park** – 2710 East 171<sup>st</sup> Street. This project includes removing a section of existing trail at the foot of the hill in order to accommodate sledding in the winter.

1. Remove approximately 500 feet of existing asphalt and haul off site
2. Remove existing stone and set aside for use in new trail location
3. Place and grade out existing soils from new trail and make ready for planting – (Parks Department will seed and straw)

### **INSTALATION OF NEW TRAILS**

**Simon Moon Park** – 2710 East 171<sup>st</sup> Street. This project is a new section of trail that will run straight north and south from two points of the existing trail on the east side of the park to accommodate the use of the new sledding hill in the winter.

1. Approximately 3,700 square feet of new trail or 410 feet long
2. Remove 9” sod and dirt and place where existing trail will be removed
3. Grade and compact
4. Use stone removed from existing trail and add additional #53 stone necessary to have a 4” stone base
5. Cut new trail into existing trail and blend it seamlessly
6. Construct new trail 10 foot wide
7. Lay hot asphalt binder and roll to a compacted depth of 3”
8. Lay hot asphalt surface and roll to a compacted depth of 1”
9. One year guarantee on all labor and materials

#### **Parks and Recreation**

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2728 East 171st Street  
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[westfield.in.gov](http://westfield.in.gov)

**Asa Bales Park** – East Entrance at 211 N. Union Street. This new 10’ wide asphalt trail will connect the side walk on Union Street to the existing asphalt trail in Asa Bales Park. This trail will be installed where an existing stone walk way is currently

1. Approximately 2,390 square feet or 220 feet long
2. Remove existing bollard at Union Street and replace at same location after the trail is completed
3. There is one manhole cover within the trail. It must be raised to the new trail height and kept clean
4. Construct trail 10 foot wide with sweeping approaches at Union Street and where the new trail will meet the existing trail
5. Grade and compact existing stone base
6. Add additional #53 stone to have a 4” stone base
7. Lay hot asphalt binder and roll to a compacted depth of 3”
8. Lay hot asphalt surface and roll to a compacted depth of 1”
9. One year guarantee on all labor and materials

#### **TRAIL REPAIRS**

##### **Simon Moon Park**

#### **ASPHALT PATCHING**

1. Approximately 843 square feet
2. Remove existing asphalt from 4 locations and haul off site
3. Grade and compact existing stone
4. Add additional #53 stone necessary to insure proper base and drainage, preferred depth of 4”
5. Lay hot asphalt binder and roll to compacted depth of 3”
6. Lay hot asphalt surface and roll to compacted depth of 1”
7. One year guarantee on all labor and materials

#### **CRACK FILL**

1. Clean and prepare existing cracks for crack filler application
2. Apply hot pour crack filler to 508 linear feet of existing cracks
3. One year guarantee on all labor and materials

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## **Asa Bales Park**

### **ASPHALT PATCHING**

1. Approximately 4,780 square feet
2. Remove existing asphalt from 12 locations and haul off site
3. Grade and compact existing stone base
4. Add additional #53 stone necessary to insure proper base and drainage; preferred depth of 4”
5. Lay hot asphalt binder and roll to a compacted depth of 3”
6. Lay hot asphalt surface and roll to a compacted depth of 1”
7. On both sides of two bridges asphalt needs to be added to bring the trail surface up to the bridge deck to meet ADA requirements of no more than 1/4 “ drop. (binder was placed but surface was never laid)
8. One year guarantee on all labor and materials

### **CRACK FILL**

1. Clean and prepare existing cracks for crack filler application
2. Apply hot pour crack filler to 1,867 linear feet of existing cracks
3. One year guarantee on all labor and materials

If you have any questions regarding the RFQ please contact me using the contact information below.

Melody Jones, CPRP, CPSI  
Director of Parks and Recreation  
2728 E. 171<sup>st</sup> Street  
Westfield, IN 46074  
317-804-3185  
[mjones@westfield.in.gov](mailto:mjones@westfield.in.gov)

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