



CHEROKEE COUNTY

110 Railroad Avenue
Gaffney, South Carolina 29340
Phone : 864-902-2299
Email : abi.reid@cherokeecountysc.com

REQUEST FOR PROPOSAL

Proposal # 2027-02

FOR

ADMINISTRATION BUILDING PARKING LOT CRACK SEALING, SEALCOATING, AND PAVEMENT MARKINGS

Issued on: Tuesday, July 21st, 2026

Due Date: Wednesday, August 12th, 2026, at 12:00 P.M. EST

Administered by: Abi Reid, Administration Coordinator

INTRODUCTION and INTENT of RFP:

Notice to Vendors:

REQUEST FOR PROPOSAL 2027-02 Administration Building Parking Lot Crack Sealing, Sealcoating & Pavement Markings

Sealed proposals will be accepted until **Wednesday, August 12th, 2026, at 12:00 P.M. EST.** at the Administration Office in the Cherokee County Administration Building, 110 Railroad Avenue, 2nd Floor, Gaffney, South Carolina 29340. Complete specifications and instructions are attached herewith.

Cherokee County, South Carolina is requesting proposals from qualified contractors to provide all labor, materials, equipment, supervision, mobilization, traffic control, and incidentals necessary to complete crack sealing, asphalt sealcoating, and pavement marking restoration at the Cherokee County Administration Building parking lot located at **110 Railroad Avenue, Gaffney, South Carolina 29340.**

The project generally includes cleaning and preparing the existing asphalt surface, sealing pavement cracks, applying an overall commercial-grade sealcoat, and restriping the parking lot upon completion, including standard parking lines, stop bars, ADA parking lines, and ADA-accessible parking symbols. All work shall be completed in accordance with applicable standards, manufacturer recommendations, and the specifications outlined in this Request for Proposals.

This project is required to be completed prior to October 2nd, 2026.

*A pre-bid will not be required; however, contractors may contact Kristy Bradley, at Kristy.bradley@cherokeecountysc.com for any questions or site visit coordination.

GENERAL CONDITIONS and FINANCIAL PROVISIONS:

PRICING: The company warrants that the pricing stated herein shall remain firm for a period of one (1) year from the first day of the contract period. Pricing shall include all charges that may be imposed in fulfilling the terms of the contract. A maximum of 5% per year during the second and third year will be accepted.

PAYMENT TERMS: Payment terms are NET 30 days following receipt of correct invoice. Invoices must be submitted to:

Cherokee County
Attn: Accounts Payable
110 Railroad Avenue
Gaffney, South Carolina 29340

Cherokee County is responsible for all payments to the Company under this contract.

CHANGES: Cherokee County shall have the right, at any time, to alter the specifications to meet increased or decreased needs. If any such changes cause an increase or decrease in the cost or the time required for the performance, or otherwise affects any other provision of this agreement, an equitable adjustment shall be made, and this agreement shall be modified in writing accordingly.

AVAILABILITY OF FUNDS: Any and all payments to the Company shall be deemed binding only to the extent of appropriate funds for the purpose set forth in this proposal.

NON-DISCRIMINATION: The Company shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin or disability.

GOVERNING LAWS: This contract is made under and shall be governed and construed in accordance with the laws of the State of South Carolina.

ADVERTISING: In submitting a proposal to Cherokee County, the Company agrees not to use the results of their proposal as a part of any commercial advertising without prior approval of Cherokee County Government.

CONFIDENTIALITY OF PROPOSALS: In submitting a proposal, the Company agrees not to discuss or otherwise reveal the contents of the proposal to any source outside of Cherokee County Government until after the award of the contract. Companies not in compliance with the provision may, at the option of Cherokee County, be disqualified from contract award. Only discussions authorized by the issuing agency are exempt from this provision.

COST FOR PROPOSAL PREPARATION: Any costs incurred by a Company in preparing or submitting proposals are the Companies' sole responsibility. Cherokee County will not reimburse any Company for any costs incurred prior to award of this contract.

TIME FOR ACCEPTANCE: Each proposal shall state that it is a firm offer which may be accepted within a period of 90 days following the submittal date, Wednesday, August 12th, 2026, at 12:00 P.M. EST. Although the contract is expected to be awarded prior to that time, the 90-day period is requested to allow for unforeseen delays.

RIGHT TO SUBMITTED MATERIAL: All responses, inquiries, or correspondence relating to or in reference to this Request for Proposals, and all other reports, charts, displays, schedules, exhibits, and other documentation submitted by the Company shall become the property of Cherokee County when received.

COLLUSIVE BIDDING: The vendor's signature on the Cherokee County "Request for Proposal" is a guarantee that the prices quoted have been arrived at without collusion with other eligible Company and without effort to preclude Cherokee County Government from obtaining the lowest possible competitive price.

ERRORS AND OMISSIONS: The Contractor shall not take advantage of any errors or omissions in this RFP. The Company shall promptly notify Cherokee County Government of any omissions or errors found in this document.

BID OPENING: The proposal deadline, Wednesday, August 12th, 2026, at 12:00 P.M. EST. and opened on Wednesday, August 12th, 2026, at 03:00 P.M. EST, in the Cherokee County Council Chambers. On that date and time, the package containing the proposals from each responding Company will be publicly opened. At that time the name of the Company and the cost(s) offered will be announced. This is an open and public meeting. Interested parties may attend. However, it must be noted that these costs and their components are subject to further evaluation for completeness and correctness. Therefore, the cost(s) announced at that time may not be an exact indicator of the Companies pricing position. Neither can the assumption be made that the Company with the lowest price offered will be awarded the contract. See "EVALUATION CRITERIA" and "AWARD OF RFP" for further explanation on the components involved with the award of this contract. An award recommendation will be made at the Cherokee County Council meeting on Monday, August 17th, 2026 at 5:00pm. This award recommendation does not institute a contractual agreement with the company recommended.

EVALUATION CRITERIA: Cherokee County Government, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Company. The proposals will be evaluated on a "best overall value" basis including, but not limited to, completeness and content of the proposal, pricing, quality, the Company's ability to follow the specifications, the Company's ability to provide a team of skilled, trained employees, the Company's experience with similar projects and the Company's responses to "Mandatory Issues". In addition to these considerations, the evaluators may request additional information, oral presentations or discussions with any or all the responding Company's to clarify elements of their proposal or to amplify the materials presented in any part of the proposal. However, Companies are cautioned that the evaluators are not required to request clarification; therefore, all proposals should be complete and reflect the most favorable terms available from the Company.

Cherokee County reserves the right to make independent investigations as to the qualifications of the Company. Such investigations may include contacting existing customers. Companies should keep in mind that this is a Request for Proposals and not a request to contract. Cherokee County reserves the unqualified right to accept or reject all proposals, and to waive any irregularities as may be permitted by law when it is deemed that such action will be in the best interest of Cherokee County.

REFERENCE TO OTHER DATA: Only information which is received in response to this RFP will be evaluated. Reference to information previously submitted shall not be evaluated.

AWARD OF RFP: Cherokee County Government, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Company. Price will be a major consideration but will not be the determining factor in our selection. The award of this contract will be based and granted on “**BEST VALUE.**” “**BEST VALUE**” will allow Cherokee County to consider factors beyond pricing such as whether the responsible Company is able to meet and/or exceed the required specifications. “**BEST VALUE**” will permit and reflect prudent stewardship of public funds and trust. Award of the contract to one Company does not mean that the other proposals lacked merit. Award of the contract signifies that after all factors have been considered, the selected proposal was deemed most advantageous to Cherokee County

NOTIFICATION OF AWARD: After all prerequisites and specifications have been met by the Company, the successful Company will be notified within ten (10) working days of this award. Cherokee County will notify the successful Company in writing, either by a LETTER OF AWARD or a PURCHASE ORDER or both. VERBAL NOTIFICATION OF THE AWARD OF THIS CONTRACT IS NOT CONSIDERED A RELIABLE MODE OF NOTIFICATION AND, THEREFORE, WILL NOT BE RECOGNIZED AS AN OFFICIAL NOTIFICATION.

TERMINATION FOR CAUSE: Cherokee County reserves the right to terminate this contract at any time for cause. The violation of any provision or condition contained in this contract, or the refusal, failure, or inability to carry out any provisions of this contract shall constitute sufficient grounds to terminate this contract for cause.

TERMINATION WITHOUT CAUSE: Cherokee County and the Company may terminate this contract without cause. Written notice of termination must be sent via certified U.S. mail no later than thirty (30) days prior to the termination date.

EMPLOYEE GUIDELINES:

DRUG POLICY: The Company certifies that it maintains a drug-free workplace environment to ensure worker safety and workplace integrity. The Company further agrees their employees shall comply with Cherokee County’s Drug-Free Workplace Policy.

EMPLOYEE GUIDELINES: The Company shall use only qualified personnel to provide the required services. The Company shall be responsible for insuring that employees abide by all rules and regulations set forth for the buildings and grounds.

SAFETY:

State and Federal Regulations: The Company shall perform all work in accordance with State and Federal safety regulations regarding work zones, work areas, equipment, vehicles, tools and supplies. The Company shall provide all necessary and required work zone protective devices and traffic channeling devices as required under State and Federal safety regulations.

Public Safety: The Company shall protect the safety and convenience of the public. The Company shall perform work as needed and necessary to protect the public from hazards.

SPECIAL CONDITIONS:

HISTORICALLY UNDERUTILIZED BUSINESSES: Cherokee County invites and encourages participation in this Request for Proposals process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

PROPOSAL INFORMATION:

- Proposals will be received by Cherokee County by Wednesday, August 12th, 2026, at 12:00 P.M. EST. Proposals may be submitted by mail or delivered in person. **NO** faxed or email proposals will be accepted. Abi Reid must receive all proposals at the following location PRIOR to the date and time specified; however, within 24 hours of the bid opening, bids must be electronically sent in PDF form to Abi Reid as well at abi.reid@cherokeecountysc.com. Any proposal received after the date and time prescribed shall **NOT** be considered for award and the proposal shall be returned to the Company.

Each proposal must be submitted in a sealed envelope, addressed to:

**Cherokee County
Attn: Abi Reid
110 Railroad Avenue
Gaffney, South Carolina 29340**

- Each sealed envelope containing a proposal must be plainly marked with the **“COMPANY’S NAME”, “RFP TITLE”, “RFP NUMBER”, and the “RFP OPENING DATE & TIME”.**
- All proposals must be submitted on the required forms. All blank spaces for bid prices must be completed in ink or typewritten. The Bid Forms must be completed, signed, and dated by an official of the company authorized to bind the firm. Unsigned proposals will not be considered. Proposals must consist of one (1) original and one (1) copy. These proposals shall be marked as such – Original and Copy.
- A conditional or qualified proposal will not be accepted.
- Prior to receiving the contract, the successful bidders will be required to submit a Certificate of Liability Insurance and a current W9 form.
- All on-site contractors including 1099 vendors who perform work on Cherokee County property and the premises of Special Tax Districts utilizing County collected funding, are required to carry Workers Compensation Insurance Coverage. Proof of insurance (certificates) must be on file before a purchase order can be issued or work begun. Any exceptions to this requirement must be approved by the County Administrator. The requirements are as follows: Workers Comp = Statutory Limits

Employers Liability: \$100,000 Minimum
General Liability: \$1,000,000 Minimum
Auto Liability: \$1,000,000 Minimum

If selling products for a building project, the general liability must include Products and Completed Operations coverage. For high-risk jobs (i.e. asbestos removal) a higher limit may be required. For businesses not required by law to obtain Worker's Compensation Insurance, the cost of WC coverage on the part of Cherokee County may be factored into the bid/quoted price.

COMPANY INFORMATION:

1. Owner of the Company _____
2. Location of the Company _____
3. List the number of years in business _____
4. Is your business full or part-time? _____
5. List the number of people employed on a regular basis. _____
6. Do you maintain an office that is staffed during normal daily working hours?

7. Who is the County's contact person in the event your firm is awarded the contract?

E-mail Address: _____

8. List at least four (4) references of firms (not residences) in which your company has provided services within the past two (2) years.

Company Name	Contact Name	Telephone Number



**CHEROKEE COUNTY
110 RAILROAD AVENUE
GAFFNEY, SOUTH CAROLINA 29340**

REQUEST FOR PROPOSAL

RFP TITLE: **Administration Building Parking Lot Crack Sealing, Sealcoating & Pavement Markings** RFP NUMBER: # **2027-02**

Issue Date:
Tuesday, **July 21st, 2026**

Purchasing Contact & Telephone
Abi Reid
864-902-2299

PROPOSAL DUE DATE & TIME:

Wednesday, August 12th, 2026, at 12:00 P.M. EST

NOTE: Proposals received after the opening date and time will not be accepted.

Cherokee County Government solicits your company to submit a proposal on the above referenced project. By signing this form, the Company signifies their acceptance of all terms, conditions, and specifications set forth in this Request for Proposals. All proposals must have an authorized signature in the space provided below. Two (2) copies of your proposal must be sealed and delivered to: CHEROKEE COUNTY, Administration Office, 110 Railroad Ave, Gaffney, South Carolina, 29340 before the RFP deadline. The package containing proposals for this project must reference the "COMPANY'S NAME", "RFP TITLE", "RFP NUMBER", and the "RFP OPENING DATE & TIME". **NO** faxed or email proposals will be accepted. Cherokee County Government will not be responsible for late or lost bids by the U.S. Postal office or any other delivery services used by the Company. Proposals may not be withdrawn for a period of sixty (60) days after the bid opening unless otherwise specified.

THE FOLLOWING MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR PROPOSAL. PROPOSALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE CONTRACTOR.

COMPANY NAME:

MAILING ADDRESS:

CITY, STATE, ZIP:

EMPLOYER'S FEDERAL IDENTIFICATION NUMBER:

TELEPHONE NUMBER:

FAX NUMBER:

I CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER CONTRACTOR SUBMITTING A PROPOSAL FOR THE SAME SERVICES AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS BID AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS BID AS OR FOR THE COMPANY.

AUTHORIZED SIGNATURE:

TYPED OR PRINTED

NAME:

TITLE:

DATE:

GENERAL SPECIFICATIONS/BID SHEET

REQUEST FOR PROPOSAL 2027-02 ADMINISTRATION BUILDING PARKING LOT CRACK SEALING, SEALCOATING, AND PAVEMENT MARKINGS

Proposals will be accepted until **Wednesday, August 12th, 2026, at 12:00 P.M. EST** at the Administration Office in the Cherokee County Administration Building, 110 Railroad Avenue, 2nd Floor, Gaffney, South Carolina 29340. Complete specifications and instructions are attached herewith.

PROJECT OVERVIEW

Cherokee County is seeking qualified contractors to provide all labor, materials, equipment, supervision, mobilization, traffic control, and incidentals necessary to perform crack sealing, asphalt surface sealcoating, and pavement marking restoration at the **Cherokee County Administration Building parking lot located in Gaffney, South Carolina.**

The intent of this project is to extend the useful life of the existing asphalt pavement by properly sealing existing cracks, applying a protective sealcoat to the overall asphalt surface, and restoring parking space lines, ADA markings, stop bars, and other existing pavement markings upon completion.

All work shall be completed in a professional manner using commercial-grade materials appropriate for the intended application. Work must be completed outside of regular business hours/weekends. It is preferred that work be completed during daylight hours to ensure proper drying and rapid curing of the sealcoat material if possible.

A pre-bid will not be required; however, contractor may contact Kristy Bradley, at Kristy.bradley@cherokeecountysc.com for any questions or site visit coordination.

This project is required to be completed prior to October 2nd, 2026.

2. SCOPE OF WORK

The selected contractor shall complete the work in the following sequence:

A. Site Preparation

Prior to beginning work, the Contractor shall inspect the project area and prepare all pavement surfaces for treatment. Preparation shall include removing loose dirt, debris, vegetation, and other materials that could interfere with proper adhesion of crack-sealing or sealcoating materials.

The Contractor shall clean and prepare oil-stained or otherwise contaminated pavement areas and apply an appropriate primer or treatment as necessary to promote proper adhesion of the sealcoat.

B. Crack Sealing

The Contractor shall clean, prepare, and seal all existing asphalt pavement cracks measuring approximately **1/4 inch (6 mm) in width or greater** using a commercial-grade, DOT-approved hot-pour rubberized crack sealant or approved equivalent. Cracks shall be thoroughly cleaned of dirt, vegetation, moisture, and loose debris prior to application. Cracks smaller than 1/4 inch that, in the Contractor's professional judgment, warrant treatment to

prevent moisture intrusion or further pavement deterioration shall also be treated as appropriate and included within the Contractor's proposed scope and price.

Cracks exhibiting significant deterioration, pavement failure, excessive width, or conditions unsuitable for conventional crack sealing shall be brought to the attention of Cherokee County prior to treatment. Such areas shall not be filled excessively with crack sealant as a substitute for appropriate pavement repair.

Crack sealant shall be applied in a neat and controlled manner without excessive overbanding or buildup and shall be integrated as seamlessly as practicable with the subsequent overall sealcoat application to provide a uniform and professional finished appearance.

Estimated quantity: **Approximately 30,000 linear feet**

C. Asphalt Sealcoating

Following completion and proper curing of all required crack-sealing work, the Contractor shall furnish and apply a **commercial-grade asphalt pavement sealer** designed for use on asphalt parking lots and similar vehicular pavement surfaces. The sealer shall be a coal-tar-based, asphalt-emulsion-based, or other commercially accepted pavement sealer suitable for the intended application and approved for use under applicable federal, state, and local requirements.

Prior to application, the entire pavement surface shall be thoroughly cleaned and prepared. All loose dirt, aggregate, vegetation, grass clippings, oil residue, and other materials that could interfere with adhesion shall be removed using mechanical sweeping, power blowing, pressure washing, or other appropriate methods. Oil- or petroleum-contaminated areas shall be properly cleaned and treated with an appropriate primer or spot treatment, as recommended by the sealcoat manufacturer.

Sealcoating material shall be mixed, diluted, and applied in accordance with the manufacturer's written specifications and recommended application rates. The Contractor shall apply a sufficient quantity of material to provide **complete, uniform coverage and a consistent finished appearance** across all designated asphalt surfaces.

Application may be performed by spray, squeegee, mechanical application equipment, or a combination thereof, provided the selected method is appropriate for the product being used and produces a uniform and professional finish.

The finished surface shall be free from excessive streaking, puddling, bare areas, uneven coverage, excessive buildup, or other visible application defects. Previously completed crack-sealing work shall be incorporated into the overall sealcoating application so that repaired areas blend with the surrounding pavement to the greatest extent reasonably achievable.

Unless otherwise recommended by the sealcoat manufacturer based on existing pavement conditions, the Contractor shall provide a **minimum of two (2) properly applied coats** of pavement sealer. Each coat shall be allowed to dry or cure for the manufacturer's recommended period before application of the subsequent coat. The second coat should be applied in a direction generally perpendicular to the first coat, when practicable, to promote uniform coverage.

Sealcoating shall only be performed under weather and pavement conditions meeting the manufacturer's requirements. The Contractor shall not apply sealcoat when rain is imminent or when temperatures or other environmental conditions would negatively affect curing or performance.

The Contractor shall protect adjacent concrete, curbing, sidewalks, buildings, landscaping, drainage structures, vehicles, and other improvements from overspray, splatter, or staining. Any material inadvertently applied to surfaces outside the designated treatment area shall be promptly removed at the Contractor's expense.

The completed seal coated surface shall be allowed to cure for the period recommended by the manufacturer before pavement markings are applied or the area is reopened to vehicle traffic.

Estimated sealcoating area: approximately 24,900 square yards.

Required with Quote

To allow Cherokee County to evaluate comparable products and application methods, each Contractor shall identify in its proposal:

- The manufacturer and specific sealcoating product proposed;
- The proposed application method;
- The manufacturer's recommended application rate;
- Whether additives, sand, or aggregate are included in the proposed mixture;
- The number of coats included in the quoted price; and
- The anticipated curing time before pavement striping and reopening to traffic.

D. Pavement Markings and Striping

Following completion and proper curing of the asphalt sealcoating, the Contractor shall furnish all labor, materials, equipment, layout, and incidentals necessary to restore pavement striping and markings throughout the designated project area.

Unless otherwise directed by Cherokee County, the Contractor shall **re-establish the existing parking lot configuration and pavement marking layout**, including standard parking spaces, accessible parking spaces and access aisles, stop bars, and other existing pavement markings. The Contractor shall be responsible for documenting or otherwise establishing the existing pavement marking layout prior to sealcoating so that markings can be accurately restored upon completion.

All pavement markings shall be applied in a neat, straight, uniform, and professional manner using **commercial-grade traffic marking paint specifically manufactured for application to asphalt pavement and suitable for parking lot and vehicular traffic applications**. Paint shall be applied in accordance with the manufacturer's written recommendations regarding surface preparation, application rate, temperature, weather conditions, and curing time.

Unless otherwise specified, standard parking space lines shall be **four (4) inches in width and white in color**. Lines shall be uniform in width and thickness, with clean and clearly defined edges. Striping shall provide complete coverage without excessive overspray, bleeding, uneven application, or premature tracking.

The Contractor shall provide and apply the following approximate quantities (it is up to the bidding contractor to verify these quantities on-site and submit a bid accordingly to what bidding contractor measures in the field for existing conditions:)

- **9,780 linear feet** of 4-inch white parking space and pavement striping;
- **Two (2) white stop bars**;
- Approximately **800 linear feet** of 4-inch blue striping associated with accessible parking spaces and access aisles; and
- **Ten (10) ADA-accessible parking symbols**, consisting of white accessibility symbols applied on blue backgrounds, where applicable.

Quantities provided are approximate. The Contractor shall field verify existing conditions and quantities prior to submitting a quote.

ADA-Accessible Parking Markings

Accessible parking spaces, access aisles, and associated pavement markings shall be restored in accordance with the existing approved parking configuration and shall comply with applicable requirements of the **Americans with Disabilities Act (ADA)** and other applicable accessibility requirements.

Accessible parking symbols shall be clearly visible, properly positioned, and professionally applied using appropriate stencils. Blue backgrounds and white accessibility symbols shall provide complete and uniform coverage.

If the Contractor identifies an existing pavement marking configuration that appears inconsistent with current accessibility requirements, the Contractor shall notify Cherokee County **before proceeding with the affected striping** so that the County may determine whether modifications to the existing layout are necessary.

Layout and Preparation

Prior to applying pavement markings, the Contractor shall ensure that the sealcoated surface has cured sufficiently in accordance with the sealcoat manufacturer's recommendations.

The pavement surface shall be clean, dry, and free of loose material or other conditions that could interfere with paint adhesion.

The Contractor shall establish the striping layout prior to application and shall ensure that all lines are straight, properly aligned, and consistent with the intended parking configuration. The Contractor shall take appropriate measures before sealcoating, including measurements, photographs, diagrams, or other documentation, to accurately restore the existing layout.

Application and Finished Appearance

Traffic marking paint shall be applied at the manufacturer's recommended application rate and thickness to provide **durable, highly visible, and uniform pavement markings**.

The finished work shall:

- Have clean, straight, and clearly defined edges;

- Be consistent in width and appearance;
- Provide complete and uniform paint coverage;
- Be free of excessive overspray, splatter, drips, or tracking;
- Properly align parking spaces and access aisles;
- Provide clearly visible ADA and traffic-control markings; and
- Present a professional and uniform appearance throughout the completed parking lot.

Any pavement markings determined by Cherokee County to be improperly aligned, incomplete, excessively uneven, or otherwise inconsistent with the project specifications shall be corrected by the Contractor at no additional cost to the County.

Protection and Reopening to Traffic

The Contractor shall provide all cones, barricades, caution tape, signage, or other temporary traffic-control measures necessary to protect newly applied pavement markings.

Vehicles and pedestrian traffic shall be restricted from affected areas until the paint has sufficiently dried and cured in accordance with the manufacturer's recommendations.

The Contractor shall coordinate the sequencing of striping operations with Cherokee County to minimize disruption to employees and visitors at the Administration Building.

Required with Quote

Each Contractor shall identify the **manufacturer and type of traffic marking paint proposed** as part of its quote. The quoted price shall include all layout, surface preparation, paint, stencils, equipment, labor, mobilization, and other materials necessary to provide a complete and finished pavement marking installation.

3. Mobilization, Scheduling, Site Access, and Traffic Control

The Contractor shall provide all necessary mobilization, barricades, cones, signage, traffic control devices, and other measures necessary to safely complete the work.

Because the project is located at an active County government facility, the Contractor shall coordinate the work schedule with Cherokee County Administration to minimize disruption to County operations and public access.

The project may require work to be completed in phases or during periods of reduced facility activity to maintain reasonable access to the Administration Building.

No work area shall be reopened to traffic until materials have sufficiently cured and the area can safely accommodate vehicles and pedestrians.

4. CONTRACTOR RESPONSIBILITIES

The Contractor shall be responsible for providing all labor, equipment, signage, cones, barricades, temporary traffic-control devices, and other measures necessary to safely mobilize and complete the work while protecting County employees, visitors, pedestrians, vehicles, and the general public.

The Cherokee County Administration Building is an active government facility. The Contractor shall coordinate all work activities and temporary closures with Cherokee County Administration to minimize disruption to normal County operations and maintain safe and reasonable access to the facility throughout the project.

The Contractor shall provide Cherokee County Administration with a minimum of **forty-eight (48) hours advance notice** of planned work activities. Notice shall identify the specific area or areas in which work will occur, the anticipated start and completion times, areas proposed for closure or restricted access, and the estimated duration of each closure. Any changes to the approved work schedule shall be communicated to County Administration as soon as practicable.

Whenever feasible, work that requires significant parking lot or roadway closures should be scheduled **on weekends or outside of the County's regular business hours of 8:30 a.m. to 5:00 p.m.** Work may be performed during regular business hours when necessary or when daytime environmental conditions are preferable for proper material application and curing; however, the Contractor shall coordinate such work with County Administration and phase operations to minimize disruption.

When work is performed during regular business hours, the Contractor shall, to the greatest extent practicable, utilize **smaller phased closure areas** rather than closing the entire parking lot or large portions of the property at one time. The Contractor shall develop the sequence of work so that reasonable parking, pedestrian access, and vehicle circulation can be maintained for employees and members of the public conducting County business.

Certain access points serve essential County operations and shall remain accessible at all times unless a temporary closure is specifically coordinated and approved in advance by Cherokee County Administration. These areas include, but are not necessarily limited to:

- Vehicle access to the **rear gate serving the Cherokee County 911 Communications Center and associated employee parking**; and
- Vehicle access to the **Cherokee County Treasurer's Office drive-through**.

The Contractor shall coordinate work adjacent to these areas with County Administration and shall sequence or phase work as necessary to maintain continuous access. If the nature of the work requires a brief interruption of access, such interruption must receive prior approval from County Administration and shall be limited to the shortest duration reasonably necessary.

The Contractor shall also maintain safe pedestrian access to public entrances whenever practicable and shall clearly identify any temporary pedestrian detours necessary during construction activities.

Application of crack-sealing and sealcoating materials shall be scheduled during weather and pavement conditions appropriate for the products being utilized. **Daytime application is preferred when sunlight, pavement temperature, air temperature, and other environmental conditions will promote proper application and curing.** All materials shall be applied within the temperature, weather, and curing parameters established by the manufacturer. The Contractor shall be responsible for monitoring weather conditions and scheduling work accordingly.

The Contractor shall not reopen treated areas to vehicle or pedestrian traffic until the applicable crack sealant, sealcoat, or pavement marking material has sufficiently dried or cured in accordance with manufacturer recommendations. The Contractor shall communicate the anticipated reopening time for each closed area to County Administration.

At no time shall the Contractor close or restrict access to an area beyond what is reasonably necessary to safely complete the work. All closures shall be clearly marked and secured with appropriate barricades, cones, signage, or other traffic-control devices.

The Contractor shall be responsible for developing a **phased work plan** that balances proper material application and curing requirements with the County's need to maintain ongoing government operations. The proposed phasing and general project schedule shall be coordinated with and approved by Cherokee County Administration prior to commencement of work.

Finish and Appearance

The Contractor shall perform crack-sealing work in a manner that results in a neat and uniform finished appearance following application of the overall asphalt sealcoat. Crack-sealing material shall be applied at an appropriate width and thickness and shall not result in excessive buildup, ridges, or unnecessary surface application. Following proper curing of the crack sealant, the overall sealcoat shall be applied so that treated crack areas are integrated as seamlessly as practicable with the surrounding pavement surface. The completed project shall have a consistent, professional appearance, with crack repairs minimized visually to the greatest extent reasonably achievable through proper application techniques.

5. QUOTE REQUIREMENTS

Contractors shall provide a **lump-sum quote** for the complete performance of all work described within this Request for Quotes. The quoted price shall include all labor, materials, equipment, supervision, mobilization, transportation, traffic control, surface preparation, cleanup, and incidentals necessary to provide Cherokee County with a complete and professionally finished project.

The lump-sum quote shall include, at a minimum, the following:

1. **Site and Surface Preparation** – Complete cleaning and preparation of all designated asphalt surfaces prior to treatment, including removal of dirt, debris, vegetation, loose material, and other contaminants that may interfere with proper adhesion. Pricing shall include appropriate cleaning and treatment of oil- or petroleum-contaminated areas as necessary.
2. **Crack Sealing** – Cleaning, preparation, and sealing of all qualifying pavement cracks in accordance with the Crack Sealing Requirements contained within this RFQ. Pricing shall include all labor, equipment, and commercial-grade hot-pour rubberized crack sealant or approved equivalent necessary to complete the work. Crack-sealing material shall be applied in a neat and controlled manner and finished so that treated areas integrate as seamlessly as practicable with the subsequent overall sealcoat application.
3. **Asphalt Sealcoating** – Furnishing and application of a commercial-grade asphalt pavement sealer across all designated asphalt surfaces, including all required surface preparation, materials, additives, application equipment, and curing. The quoted price shall include a minimum of **two (2) properly applied coats**, unless otherwise specifically approved by Cherokee County, applied in accordance with the manufacturer's written specifications and recommended application rates.

4. **Standard Pavement Striping and Markings** – Restoration of the existing parking lot configuration following completion and curing of the sealcoat, including all required layout, measurements, surface preparation, commercial-grade traffic marking paint, equipment, and application. Pricing shall include approximately **9,780 linear feet of 4-inch white pavement striping** and **two (2) white stop bars**, along with any associated work identified within the Pavement Striping and Markings scope.
5. **ADA-Accessible Pavement Markings** – Restoration of accessible parking space and access aisle markings, including approximately **800 linear feet of 4-inch blue striping** and **ten (10) ADA-accessible parking symbols**, consisting of white accessibility symbols applied on blue backgrounds, as applicable. All work shall comply with the requirements specified within this RFQ and applicable accessibility standards.
6. **Layout Documentation and Restoration** – Documentation of the existing parking lot configuration prior to sealcoating through measurements, photographs, diagrams, or other appropriate means, and accurate restoration of the existing parking and pavement marking layout following completion of sealcoating.
7. **Mobilization and Demobilization** – All costs associated with mobilizing personnel, materials, equipment, and supplies to and from the project site, including any multiple mobilizations reasonably necessary to accommodate phased work, curing periods, County operations, and approved project scheduling.
8. **Traffic Control and Phased Closures** – All cones, barricades, signage, temporary traffic-control devices, pedestrian controls, and other measures necessary to safely complete the project. Pricing shall account for coordination with Cherokee County Administration, phased work areas and closures, maintenance of reasonable access during normal County operations, and protection of access to critical areas identified within this RFQ.
9. **Protection of Existing Improvements** – All measures necessary to protect buildings, sidewalks, curbing, landscaping, drainage structures, vehicles, and other existing improvements from damage, overspray, splatter, staining, or other impacts associated with the work.
10. **Final Cleanup and Project Completion** – Removal of all debris, excess materials, temporary traffic-control devices, equipment, and other items associated with the work. The project site shall be left in a clean and professional condition upon completion.
11. **All Labor, Materials, Equipment, and Incidentals** – Any additional labor, materials, equipment, tools, supervision, transportation, or incidental items reasonably necessary to provide a complete project in accordance with this RFQ, whether or not each individual item is specifically identified above.

Itemized Pricing

In addition to the total lump-sum project price, Contractors shall provide an **itemized cost breakdown** identifying, at a minimum, the proposed cost for:

- Crack sealing;
- Asphalt sealcoating;
- Pavement striping and markings (to include ADA pavement markings;)
- Mobilization and traffic control.

The itemized breakdown is requested for evaluation and administrative purposes and shall not relieve the Contractor of responsibility for providing all work necessary to complete the project for the total quoted price.

Product and Application Information

Product, Application, and Scheduling Information

Each Contractor shall also identify the **manufacturer and specific product proposed** for the crack-sealing material, asphalt pavement sealer, and traffic marking paint. The quote shall identify:

- Proposed sealcoat application method;
- Manufacturer's recommended application rate;
- Number of sealcoat applications included;
- Anticipated curing times;
- Estimated total project duration;
- **Projected project start date;** and
- Estimated completion date.

The projected start and completion dates provided shall represent the Contractor's anticipated schedule based upon current availability. The final project schedule shall be coordinated with Cherokee County Administration and may be adjusted as necessary due to weather conditions, material requirements, County operations, or other circumstances approved by the County.

NOTICE TO BIDDERS: Bids must be submitted on this form. Bids made otherwise will be subject to rejection.

Scope of Work	Projected Quantity Based on Evaluation	UOM	Cost Per UOM	Total Cost
Crack Sealing		LF	\$	\$
Asphalt Sealcoating		SY	\$	\$
Pavement Striping & Markings		LS	N/A	\$
Mobilization & Traffic Control		LS	N/A	\$
		Overall Bid Total	To Include ALL scopes of work to complete project (materials, labor, equipment, incidentals)	\$

Projected Start Date	
Estimated Project Duration (Calendar Days)	
Proposed Method of crack-seal application Included in these Documents?	YES OR NO (to be circled by bidding party)
Proposed Method of asphalt sealcoating	YES OR NO (to be circled by bidding party)
Manufacturer Specific Product Crack Seal	YES OR NO (to be circled by bidding party)
Manufacturer Specific Product Sealcoating	YES OR NO (to be circled by bidding party)
Manufacturer's recommended sealcoat application rate	YES OR NO (to be circled by bidding party)
Manufacturer Specific Product Pavement Markings	YES OR NO (to be circled by bidding party)
	<i>*Bidding Contractor to include all the above items for review with Proposal Documents</i>

Do your services/product come with a warranty? _____

If yes, Please explain _____

NOTICE TO BIDDERS: Bids must be submitted on this form. Bids made otherwise will be subject to rejection.

Cost Proposal/Execution of Proposal

By submitting this proposal, the potential Company certifies the following:

- This proposal is signed by an authorized representative of the firm.
- The cost and availability of all materials and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- All costs, direct and indirect, have been determined and included in the proposed cost.
- The potential Company has read and understands the conditions set forth in this BID and agrees to them with no exceptions. If exceptions exist, they must be listed on a separate numbered sheet
- Prior to receiving the contract, the successful bidders will be required to submit a Certificate of Liability Insurance and a current W9.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees, to perform the services in accordance with the specifications and conditions in this BID at the prices quoted, if this proposal is accepted within 90 days from the date of the opening.

COMPANY: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER: _____ FAX: _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER: _____

E-MAIL: _____

BY: _____
Signature

Typed or printed name

Title

Date

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL.