

Town of Townsend
Request for Proposals (RFP)
Road Repaving

RFP Issued: August 10th, 2026
Proposals Due: August 31st, 2026

Introduction

The Town of Townsend is soliciting sealed proposals from qualified and experienced paving contractors to provide all labor, equipment, materials, traffic control, and incidental work necessary to complete roadway milling, repairs, and asphalt overlay improvements on multiple streets within the Town of Townsend, Delaware.

The streets included in this solicitation are:

1. **Taylor Street**
2. **Hugh Circle**
3. **Merle Street**
4. **Helen Drive – from Kaitlyn Drive to Edgar Road**
5. **N. Commerce Street**

The selected contractor shall furnish all services necessary to complete the project in accordance with the specifications contained herein and all applicable Delaware Department of Transportation (DelDOT) standards.

IMPORTANT BID REQUIREMENT

Contractors shall provide separate pricing for each individual street.

The Town is seeking an individual bid for each street so that proposals may be evaluated based upon the cost and scope associated with each roadway independently.

Contractors may submit a proposal for all streets or for individual streets; however, **pricing for each street must be separately identified and itemized.**

The Town reserves the right to award the work for all streets to one contractor, award individual streets to different contractors, award only certain streets, modify quantities, or reject any or all proposals.

Project Description

The purpose of this project is to improve roadway conditions and provide improved driving surfaces on various streets throughout the Town of Townsend.

The anticipated work generally consists of milling existing asphalt pavement, making necessary pavement repairs, applying tack coat, and installing a new asphalt overlay. The streets included in this RFP are:

<u>Street</u>	<u>Project Limits</u>
Taylor Street	Full roadway limits within the project area
Hugh Circle	Full roadway limits within the project area
Merle Street	Full roadway limits within the project area
Helen Drive	Kaitlyn Drive to Edgar Road
N. Commerce Street	Full roadway limits within the project area

Contractors shall field verify roadway dimensions, conditions, quantities, and project limits prior to submitting a proposal.

The Contractor shall provide all labor, supervision, equipment, materials, transportation, traffic control, erosion and sediment control, if required, and all incidental work necessary to complete the project.

The Contractor shall coordinate all work with the Town of Townsend and maintain safe access for residents, businesses, emergency vehicles, and other authorized users throughout construction.

Scope of Work

The successful contractor shall complete the following work:

Mobilization

- Mobilize all labor and equipment.
- Provide all necessary permits (if required).
- Coordinate construction schedule with the Town.

Traffic Control

- Provide all traffic control devices in accordance with:
 - DelDOT Standards
 - MUTCD requirements
 - Delaware Work Zone Safety Standards
- Maintain local traffic and emergency vehicle access throughout construction.

Milling

- Mill the existing asphalt pavement to a depth determined by the Contractor based upon their professional expertise, field inspection, existing pavement conditions, and the requirements necessary to achieve a durable and properly finished roadway.
- Contractor shall:
 - Remove all milled material.
 - Clean roadway prior to paving.
 - Protect utility castings.
 - Maintain proper drainage.

Tack Coat

- Apply an approved tack coat prior to paving in accordance with DelDOT Specifications.

Asphalt Overlay

- Install a new asphalt overlay at a thickness determined by the Contractor based upon their professional expertise, field inspection, existing pavement conditions, anticipated roadway use, and the requirements necessary to provide a durable and properly finished roadway.
- Contractor shall ensure:
 - Proper compaction
 - Smooth riding surface
 - Uniform pavement thickness
 - Proper transitions at driveways and intersections

Utility Adjustments

- Adjust all utility castings including:
 - Manholes
 - Valve boxes
 - Inlets

Pavement Markings

- Replace any pavement striping or markings disturbed during construction.

Cleanup

- Upon completion:
 - Remove all debris.
 - Sweep roadway.
 - Restore disturbed areas.
 - Remove traffic control devices.

Estimated Project Limits

Location: Taylor Street Town of Townsend, Delaware

Interested contractors are encouraged to visit the project site prior to submitting a proposal.

The Town makes no guarantees regarding quantities. Contractors shall field verify all measurements.

Proposal Requirements

Each proposal shall include:

- Company name
- Contact person
- Address
- Phone number
- Email

Along with:

- Contractor License Number
- Business License

- Proof of Insurance
- Three (3) municipal references completed within the past five (5) years
- Proposed construction schedule
- Estimated project duration
- Warranty information
- Itemized cost proposal

Cost Proposal

The proposal shall include at minimum:

Item	Unit	Quantity	Unit Price	Total
Mobilization	LS	1		
Traffic Control	LS	1		
Milling Existing Asphalt	SY	Estimated		
Tack Coat	SY	Estimated		
Asphalt Overlay (2")	TON	Estimated		
Utility Adjustments	EA	Estimated		
Pavement Markings	LS	1		
Cleanup	LS	1		
Total Proposal				

The Town reserves the right to modify quantities prior to award.

Schedule

The anticipated schedule is:

- RFP Issued: August 5th, 2026
- Contractors Pre-Bid Meeting: August 21st, 2026
- Proposal Due: August 31st, 2026
- Notice of Award: PENDING RECEIPT OF FAVORABLE PROPOSAL
- Construction Start: Fall 2026 (Weather Permitting)
- Project Completion: Within 30 calendar days of Notice to Proceed unless otherwise approved.

Contractor Qualifications

Contractors shall:

- Be licensed to perform paving work in Delaware.
- Have a minimum of five (5) years of municipal roadway paving experience.
- Demonstrate successful completion of similar roadway resurfacing projects.
- Maintain all required insurance.
- Comply with OSHA regulations.

Insurance Requirements

Prior to award, contractor shall provide certificates of insurance including:

- General Liability: Minimum \$1,000,000 per occurrence

- Automobile Liability: Minimum \$1,000,000
- Workers Compensation: As required by Delaware law

The Town of Townsend shall be named as an Additional Insured.

Warranty

The contractor shall provide a minimum **one-year workmanship warranty** from the date of final acceptance.

Any defects resulting from workmanship shall be corrected at no cost to the Town.

Proposal Evaluation

Proposals will be evaluated on:

Criteria	Weight
Price	40%
Experience	25%
References	15%
Schedule	10%
Completeness of Proposal	10%

The Town reserves the right to request interviews or additional information.

Reservations

The Town of Townsend reserves the right to:

- Reject any or all proposals.
- Waive informalities.
- Negotiate with the selected proposer.
- Cancel the solicitation.
- Award in the best interest of the Town.

Questions

Questions regarding this RFP shall be submitted in writing to:

Julie Goodyear

Town Manager

Town of Townsend

141 Main Street

Townsend, DE 19734

Email: JGOODYEAR@TOWNSEND.DELAWARE.GOV

Proposal Submission

Sealed proposals shall be clearly marked:

"Taylor Street Milling and Overlay Project RFP"

and delivered to:

Town of Townsend
Attn: Julie Goodyear, Town Manager
141 Main Street
Townsend, DE 19734

No proposals will be accepted after the stated deadline.

