



**TOWN OF RICHFIELD, NC**  
**Request for Solicitation of Street Paving Bids Proposal**  
**Project # 042826BIDST**

Street Paving Bids are **due no later than, Friday, May 22, 2026, at 1:00 pm EST.**

Town of Richfield, North Carolina **REQUEST FOR PROPOSAL ON STREET PAVING** Pursuant to General Statutes of North Carolina, Section 143-131 as amended bids and proposals, subject to the conditions and specifications herein, are invited for Street Paving Project # 042826BIDST.

- All bids will be received by the Town of Richfield until 1:00 p.m. EST on Friday, May 22, 2026.
- This bid opening will not be open for public inspection until an award has been announced.
- Final approval will be made by the Richfield Town Council.
- For the period of May 25, 2026, through June 30, 2026, the Contractor will provide and perform the services set forth in this Request for Proposal.
- Inquiries regarding this solicitation should be directed to Carolyn Capps, Town Administrator/Town Clerk, at (704) 463-1308 or email at [carolyn@richfieldnc.gov](mailto:carolyn@richfieldnc.gov).
  
- **Specifications are as follows:**
  - **Location:** Town of Richfield  
Civitan Way  
245 North Hwy 49  
Richfield, NC 28137
  - **Paving Area:** Richfield Park - Civitan Way  
Veteran's Memorial to back lot  
Estimated - 21,006 SF
  - **Project:** Edge Mill Curb & Milling head to prep for Overlay, 2" Overlay Only, Clean/Sweep Parking Areas, Apply Tack Coat, Install 2" of 9.5C Asphalt Surface Mix and Compact to Achieve Proper Density.





**Bid Proposals must be shown on the attached bid form in unit cost as follows:**

- All bids must include three references which will provide information on work performance pertaining to jobs of similar size and scope. Also, include a summary of your company's work capacity (crew size, machinery type, etc...)
- The successful bidder must complete the work and bill by end of June 2026 after the bid award.
- Quantities shown on the bid forms are estimates only.

**Instructions to Bidders Town of Richfield Street Paving**

- It is the intent of this RFP package to specify the Town of Richfield's provisions for Streets Project # 042826BIDST.
- The Town of Richfield reserves the right to reject any and all bids, including, without limitation, the right to reject any or all non-conforming, non-responsive, unbalanced, or conditional bids and to reject the bid of any bidder if the Town believes it would not be in the best interest of the Town to make an award to that bidder.
- The Town of Richfield also reserves the right to waive informalities.
- The Bidder must submit their quotation on the enclosed Quotation Form.
- Bids may be rejected if they show any omissions, alterations, or unauthorized additions to the form, or for conditional bids, or for any irregularities of any kind.
- No additional charges OF ANY KIND will be allowed on the awarded vendor's invoices.
- Any and all costs for the bidder, including freight/delivery charges MUST be included in the bidder's quotation.
- Terms of payment must also be noted.
- All questions concerning these bid requirements and/or specifications are to be forwarded in writing to Carolyn Capps, Town Administrator/Town Clerk, no later than Friday, May 22<sup>nd</sup> at 1:00 pm.
- In order to be fair to all known bidders, no oral interpretations will be given to any bidder as to the meaning of the specification documents or any other part of this package.
- In the event of a major change to requirements and/or specifications, the Town reserves the right to postpone the bid opening, with advance notice via Addendum to all known bidders.



- This contract shall be awarded to the lowest responsive, responsible bidder, taking into consideration quality, performance, and time of delivery.
- The Town of Richfield reserves the right to reject any and all bids, including, without limitation, the right to reject any or all non-conforming, non-responsive, unbalanced, or conditional bids and to reject the bid of any bidder if the Town believes that it would not be in the best interest of the Town to make an award to that bidder.
- The Town of Richfield intends to contract with the qualified firm whose proposal is deemed to be the most advantageous to the Town of Richfield's departments and staff.
- No contract shall be awarded solely based on price.
- Only those proposals determined to meet all the requirements of this Request for Proposal will be given consideration.
- Quotations and all supporting documentation as required in these specifications must be **submitted in a sealed envelope, addressed to: Town Hall of Richfield Attn: Carolyn Capps, Administrator/Town Clerk 137 Highway 49 North PO Box 158 Richfield, NC 28137 Project # 042826BIDST clearly marked with Street Paving Bid ENCLOSED.**
- The Town of Richfield reserves the right to evaluate all bids especially where there is a wide range in specifications or to reject any and all bids and proposals, and further specifically reserves the right to make the award and/or awards in the best interest of the Town of Richfield.
- Contact Information:
  - Carolyn Capps phone: (704) 463-1308, or email: carolyn@richfieldnc.gov

**Summary:**

- Bidders please note:
  - a. This Request for Bids and Proposals includes provisions for the Town of Richfield Street Paving Contract Project # 042826BIDST.
- Bids are to be submitted in accordance with the enclosed specifications and these Special Terms and Conditions, both of which require doing all that is necessary, proper, or incidental to the furnishing of the materials identified herein.



- All things not expressly stated in the attached specifications or Special Terms and Conditions but involved in carrying them out must be included in bidder's proposal as though they were specifically stated.

**Notice to Bidders:**

- All bids are subject to the provisions of the Special Terms and Conditions specific to this Request for Quotation and the Specifications.
- The Town of Richfield objects to and will not evaluate or consider any additional terms and conditions submitted with a bidder response.
- This applies to any response appearing in or attached to the document as part of the bidder's response.
- This applies to any response appearing in or attached to the documents as part of the bidder's response.
- DO NOT ATTACH ANY ADDITIONAL TERMS AND CONDITIONS.
- By execution and delivery of a proposal, the bidder agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.
- It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.

**Issuing Office:**

- This bid is issued by the Town of Richfield.
- All correspondence and inquiry should be made to this address.

Richfield Town Hall of Richfield  
Attn: Carolyn Capps, Administrator/Town Clerk  
Street Paving Project # 042826BIDST  
137 Highway 49 North  
PO Box 158  
Richfield, NC 28137



**Clarifications/Interpretations:**

- Any and all questions regarding this document must be addressed to the Town of Richfield to Administrator/Town Clerk.
- Any and all revisions to this document shall be made only by written addendum from the Town of Richfield Town Administrator/Town Clerk.
- Therefore, no oral statements by any person shall modify or otherwise affect the terms, conditions, or specifications stated in this request for bids and proposals.
- The bidder is cautioned that the requirements of this bid can be altered only by written addendum and that verbal communications from whatever source are of no effect.

**Minor Deviations/Exceptions to Specifications:**

- Minor deviations from the provisions of these specifications may be considered to permit manufactures to follow their standard manufacturing processes; however, all proposed minor deviations must be explained in detail and submitted within the exceptions to specifications, time frame identified herein.
- The Town of Richfield reserves the right to postpone bid openings for its own convenience.

**Nonconforming Terms and Conditions:**

- A bid response that includes terms and conditions in this bid document is subject to rejection as non-responsive.
- The Town of Richfield reserves the right to permit the bidder/vendor to withdraw nonconforming terms and conditions from its bid response prior to a determination by the Town of Richfield of non-responsiveness.

**Bidders Submittals:**

- Bidder must furnish all information requested herein including descriptive literature and/or complete specifications covering the products offered.
- Reference to literature submitted with a previous bid will not satisfy this provision.
- Bids which do not comply with these requirements will be subject to rejection.
- All documents submitted should bear the name of the bidder.



#### **Expenses incurred in Preparing Bid:**

- The Town of Richfield accepts no responsibility for any expense incurred by the bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the bidder.

#### **Evaluation and Selection of Bids:**

- The evaluation of bids shall center on the match between the stated specification requirements in the final bid request and the vendor's proposed materials/equipment including selection of the lowest responsible/responsive bidder with consideration of past performance, service record and reliability.
- The statutory provisions controlling purchasing by local governments in N.C. (RE: G.S. 143) includes selection standards for use in making awards.
  - The provision reads, "All contracts shall be awarded to the lowest responsible, responsive bidder, taking into consideration quality, performance, and the time specified in the bids for the performance of the contract. It shall be the duty of any officer, department, board, local school administrative unit, or commission entering into such contract to keep a record of all bids submitted, and such record shall not be subject to public inspection until the contract has been awarded."
  - The Town of Richfield reserves the right to accept or reject any or all bids and proposals further specifically reserves the right to make the award of awards in the best interest of the Town of Richfield.

#### **Indemnification:**

- The bidder/vendor covenants to save, defend, keep harmless and indemnify the Town of Richfield and all of its officers, departments, agencies, agents and employees from and against all claims, loss, damage, injury, fines, penalties and cost-including court costs and attorney's fees, charges, liability and exposure, however caused resulting from, arising out of, or in any way connected with the bidder's/vendor's negligent performance or nonperformance of the terms of the contract.



**Assignment:**

- During the performance of the contract, the bidder/vendor shall not assign, transfer, convey, sublet, or otherwise dispose of any award of or any or all its rights, title, or interest therein, without the prior written consent of the Town of Richfield.
- All bids shall be made firm for no less than thirty (30) days.

**Invoices and Payments:**

- All invoices and packaging slip must bear Purchase Order number issued for that order.
- The tax must be shown as separate items on invoice.



**Street Paving Project Bid Proposal Form**

**Project # 042826BIDST**

**Bidder Name:** \_\_\_\_\_

**NC License Number:** \_\_\_\_\_

**Address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Signature of Owner:** \_\_\_\_\_

Contract Bid Period Item May 25, 2026 to June 30, 2026

Richfield Park – Civitan Way  
245 North Hwy 49  
Richfield, NC 28137  
Area: 21,006 SF

**Bid Proposals must be shown on in unit cost as follows including all costs for materials, equipment, manpower/staffing, traffic control signage, cleanup and removal of debris:**

**Street Proposal listed in paving area outlined in aerial view above:**

2" Overlay Only Edge Mill Curb & Milling head to prep for Overlay, Clean/Sweep Parking Areas, Apply Tack Coat, Install 2" of 9.5C Asphalt Surface Mix and Compact to Achieve Proper Density.

- **Total Cost Option#1::**\$ \_\_\_\_\_