

Vinton Parks & Recreation Department



Request for Quotations (RFQ)

Project: Asphalt Trail Around Playground – Riverside Park

Submission Requirements

Due Date: May 1st, 2026 at 12:00 PM (Noon)

Submit To:

Scott Wirth, CPRP, CPO

Director of Parks & Recreation

701 East A Street

Vinton, IA 52349

Phone: (319) 472-4164

Email: swirth@vintonia.gov

Project Description

The City of Vinton is requesting competitive quotations for the construction of an asphalt pedestrian trail surrounding the playground area at Riverside Park.

This project is intended to improve accessibility and circulation around the playground and shall be completed in accordance with applicable federal, state, and local regulations.

Scope of Work

The successful contractor shall furnish all labor, materials, equipment, and incidentals necessary to complete the work, including but not limited to:

- Shape, grade, and compact existing rock base
 - Furnish and install additional rock base as required
 - Apply tack emulsion as required
 - Install and compact **4 inches of hot mix asphalt**
 - Site cleanup and restoration upon completion
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Trail Specifications

- Trail: **6 feet wide with a 4" asphalt depth**
- Trail shall meet **ADA accessibility standards** for shared-use pedestrian paths, including slope, cross-slope, and surface requirements

Contractors shall provide **separate pricing** for the following sections:

- **Section A:** Approximately 525 linear feet (approximately 3,150 square feet)
 - **Section B:** Approximately 355 linear feet (approximately 2,130 square feet)
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Site Visits

Site visits are recommended prior to submission of quotations.

To schedule a site visit, contact:

- Scott Wirth
 - Phone: (319) 472-4164
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Quotation Requirements

- Quotations must be submitted on the City-provided quotation form
- Quotations shall include **all labor, materials, equipment, and supplies** necessary to complete the work
- Pricing shall be firm and valid for a minimum of **60 days** from the submission deadline

Project Timeline

- **Start Date:** No later than May 20th, 2026
- **Completion Date:** On or before July 1, 2026

Project timelines may be adjusted due to weather conditions or events beyond the contractor's control, subject to City approval.

Required Documentation

- **Quotation Form:** Must use City-provided form (included)
 - **Insurance Certificates:** Required upon contract award
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Important Notes

Tax Exemption

The City of Vinton is exempt from Iowa sales tax. **Do not include sales tax** in quotations. Sales tax exemption certificates will be provided. Government discounts may be applied.

Site Visit

Site visits are **recommended** prior to submitting a quotation.

To schedule a visit, contact Scott Wirth or Brian Elwick at (319) 472-4164.

Payment Terms

Payment will be made **100% within 30 days** of final acceptance of the completed work.

Evaluation Criteria

Quotations will be evaluated based on:

- Cost of work
 - Proposed work schedule
 - Ability to perform work in a timely manner
 - Contractor qualifications and experience
 - Satisfactory references
 - Responsiveness to RFQ requirements
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Legal and Compliance

This project is anticipated to fall below the competitive bidding threshold established in Iowa Code Chapter 26 and is therefore being solicited through a competitive quotation process.

The City of Vinton reserves the right to reject any or all quotations, to waive informalities or irregularities in any quotation received, and to accept the quotation deemed to be in the best interest of the City. Submission of a quotation does not obligate the City to award a contract or to pay any costs incurred in preparation of the quotation.

City of Vinton

Vinton Parks & Recreation Department

Competitive Quotation Form

Project: Riverside Park Playground Asphalt Trail

Quotation Due Date: May 1st, 2026 at 12:00 PM (Noon)

Pricing

Riverside Playground Trail – **Section A (525')**

\$ _____

Riverside Playground Trail – **Section B (355')**

\$ _____

Total Project Cost:

\$ _____

(Do not deduct any potential rebates or incentives from the quoted price)

Company Information

Company: _____

Submitted By: _____

Address: _____

Phone: _____ **Cell:** _____

Email: _____

Date: _____

Signature: _____

Attach additional quotation sheets if needed for additional detail or to explain substitutions.

Contractors may attach additional documentation if it provides clarification, itemization, or explains any substitutions proposed.