

Vinton Parks & Recreation Department

Request for Quotations (RFQ)

Project: Sidewalks at Riverside Park



Submission Requirements

Due Date: June 3rd, 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 6' sidewalk 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
 - Install 6' sidewalk
 - Site cleanup and restoration upon completion
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Trail Specifications

- **Width:** 6 feet (minimum)
- **Accessibility:** All work shall comply with applicable ADA Standards for Accessible Design, including longitudinal slope, cross-slope (maximum 2%), and surface requirements.

Clear Width: Minimum 6 feet

Cross Slope: Maximum 2.0% (1:50)

Running Slope:

Shall not exceed 5.0% (1:20) unless designed as a ramp

Surface:

Firm, stable, and slip-resistant

Free of abrupt vertical changes greater than 1/4 inch

Vertical Changes:

1/4" max vertical; 1/4"-1/2" must be beveled

Transitions and Joints:

Smooth and flush; no trip hazards

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

Project Schedule

- **Section A**
 - **Start Date:** No later than June 15, 2026
 - **Completion Date:** On or before July 15, 2026
- **Section B**
 - **Start Date:** No earlier than July 20, 2026, and no later than July 22, 2026
 - **Completion Date:** On or before August 25, 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

Legal and Compliance

Procurement Method

This project is anticipated to fall below the competitive quotation threshold established in Iowa Code §26.14 and is therefore being solicited through an informal quotation process. This is not a formal sealed bid.

If received quotations exceed applicable statutory thresholds, the City reserves the right to reject all quotations and re-solicit the project using the required procurement method.

Reservation of Rights

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 the preparation of a quotation.

City of Vinton

Vinton Parks & Recreation Department Competitive Quotation Form

Project: Riverside Park Playground Sidewalk

Quotation Due Date: June 3rd, 2026, at 12:00 PM (Noon)

Contractors shall provide **separate, itemized quotes** for each section:

Section A (Base Quote – Required):

Approximately **355 linear feet** (approximately **2,130 square feet**)

Section B (Alternate Quote – Optional):

Approximately **525 linear feet** (approximately **3,150 square feet**)

Pricing

Section A (Base Quote – Required): Approximately **355 linear feet** (approximately **2,130 square feet**)

\$ _____

Section B (Alternate Quote – Optional): Approximately **525 linear feet** (approximately **3,150 square feet**)

\$ _____

Total Project Cost:

\$ _____

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

Company Information

Company: _____

Phone: _____ **Cell:** _____

Submitted By: _____

Email: _____

Address: _____

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.