

2026 PAVING PROGRAM
TOWN OF COOPERTOWN



PROJECT MANUAL

April 7, 2026
(Revised: May 12, 2026)



2026 PAVING PROGRAM
TOWN OF COOPERTOWN

INSTRUCTION TO BIDDERS

The Town of Coopertown, TN (Town) is requesting bids for their 2026 Paving Program. The Town desires to obtain pricing for these paving tasks. All offerings made under this invitation shall meet or exceed the detailed requirements as set forth in the attached minimum specifications, drawings, and plans, if any.

Bid Submittal:

The bidder must submit their proposal on the “Bid Form” provided by the Town. The bid pricing must be typed, or written, in blue or black ink. The bids will be received by the Town until the day, date, and time as set forth in the “Advertisement for Bids”. Local time shall prevail in all openings. The bid due date and time will be strictly observed. It is the responsibility of the bidder to ensure that their bid is delivered via mail, carrier, by hand, or other method prior to the scheduled bid opening day, date, and time.

Before submitting a bid or proposal, each bidder shall carefully examine the project site, and the specifications, drawings, and plans, and inform themselves fully concerning the existing conditions. Each bidder shall make their bid or proposal to provide the items covered at the lowest cost while offering the best service and quality.

BID OPENING:

A bid opening will occur at the time and on the date as scheduled in the “Advertisement for Bids”. At the “Bid Opening”; an “Apparent Lowest Bidder” may be announced. A “Successful Bidder” will be announced after a review period in which all elements of the bid are taken into consideration to include, but not be limited to, alternate or option bids which the Town *may* want to include in the Work, and which were bid on as alternate or option items in the original bid request, delivery schedules, service factors, and other pertinent data. The “Apparent Lowest Bidder” *may or may not be* the “Successful Bidder”.

Alternate bids and specifications are not acceptable unless specifically asked for and/or authorized in the “Advertisement for Bids”.

Bids submitted may be immediately rejected when:

- The bidder fails to use the provided bid form,
- Bid form is not signed by an authorized representative of the bidding company,
- Conditions are placed upon the bid by the bidder,
- Unauthorized additions to the bid by the bidder,
- Lack of appropriate documents as required or requested in the “Advertisement for Bids”,

A “Bid Opening Form” may be made available to the attendees at the “Bid Opening” showing all bids submitted. Individual bids will not be available for inspection until after the review period has occurred as outlined in “Bid Inspection” below.

BID WITHDRAWAL:

Any bid may be withdrawn *prior* to the day, date, and time as set forth in the “Advertisement for Bids”. Any bid may be withdrawn as a result of any authorized postponement by the Town.

BID INSPECTION:

A record shall be kept, listing each bidder by name, address, and indicating their bid amounts. These records are to be open to public inspection after review and after the award to the successful bidder.

Evaluation Period:

- a. The review period is following the bid opening, during which time the bids are closed to public inspection and lasts until the Board of Mayor and Aldermen select a “Successful Bidder”.
- b. During the period when evaluation is being made, all bid analysis is confidential, thereby maintaining the integrity of the bidding system.
- c. None of the Town personnel in any office should discuss information pertinent to any bid during this period, other than at scheduled meetings of the Town personnel specifically intended for review with regard to the bid and / or project.
- d. Violation of the confidentiality of bids pending award seriously compromises the Town’s position in establishing contractual agreements.

During the bid review period, certain issues may be discussed with the potential “Successful Bidder”. Any failure to come to an agreement on the issues discussed may result in the rejection of that bidder’s bid and force the Town to move to the next bidder in line, when deemed by the Town as being in the best interest of the Town.

AWARD OF BUSINESS:

A bid shall be considered an offer subject to acceptance by the Town. The Town may reject any and all bids or delay or cancel the project for any reason.

The Town shall have a **bid hold period of thirty (30) days**. This time period may be extended by mutual agreement.

INDEMNITY AND INSURANCE REQUIREMENTS:

The Bidder agrees to protect, defend, and save harmless the Town and its elected and appointed officials, agents, employees, and volunteers while working in the scope of their duties as such, from and against all claims, demands, and causes of action of any kind or character, including the cost of their defense arising from the Bidder's employees or third parties on account of bodily or personal injuries, death, or damage to property arising out of services performed or omissions of service or in any way resulting from the acts or omissions of the Bidder and / or its agents, employees, subcontractors, representative or the Town under this agreement.

The Bidder shall procure and maintain for the duration of the contract, at his / her own cost and expense, insurance against claims for injuries to persons or damages to property including contractual liability that may arise in connection with the performance of the work by the Bidder, his agents, representatives, employees, or subcontractors under this agreement. The insurance carrier(s) must be licensed to conduct business in the State of Tennessee. The insurance will be evidenced by certificates of insurance. The certificate shall include wording that the Town will be notified thirty (30) days prior to cancellation of the coverage or a major change in the coverage provided. The Bidder will either verify the listed coverage(s) for all subcontractors hired by the Bidder to assist with the project, or the Bidder will assume total financial responsibility for uninsured claims of the subcontractor. The Town shall be held harmless for any injuries, claims, or judgments against the subcontractor. Certificates for liability coverage shall name the Town as an additional insured. The following coverage will be required:

- a. Worker's Compensation Insurance: A certificate shall be provided that indicates the Bidder provides workman's compensation coverage in compliance with the State Laws of Tennessee and including Employer's Liability (Coverage B).
- b. General Liability Insurance with a minimum limit of \$2,000,000 per occurrence. This insurance shall indicate on the certificate of insurance the following coverage:
 - Broad Form Contractual
 - Independent Contractor and Subcontractors
 - Premises Operations
- c. Automobile Liability Insurance (when required) with minimum limits of \$500,000 per occurrence. This insurance shall include bodily injury and property damage for the following coverage:
 - Owned Automobiles
 - Hired Automobiles
 - Non-Owned Automobiles

2026 PAVING PROGRAM
TOWN OF COOPERTOWN

TECHNICAL SPECIFICATIONS

PROJECT DESCRIPTION

The work covered by these specifications consists of furnishing all labor, materials, tools, equipment, appurtenances, incidentals, and services necessary to complete the project. The scope of work generally includes, but is not limited to, the following items.

- (1) General
- (2) Degrassing
- (3) Surface Preparation – Cleaning, sweeping, and / or milling prior to resurfacing.
- (4) Leveling Course on Existing Pavement Surface
- (5) Restoration of Existing Pavement Edges and Shoulders
- (6) Traffic Control during road remediation activities.

The quantities described herein are approximate and provided for bidding purposes only. Actual quantities may vary due to field conditions and construction requirements. The quantities are not guaranteed to be the final scope of work. No adjustment to unit prices will be made as a result of variations in quantities.

This project is limited to resurfacing activities only. Should unforeseen pavement or subgrade failures be encountered during construction that require remediation beyond the bid items, the Contractor shall immediately notify the Town's Representative. Any additional work shall be subject to separate discussion and written authorization by the Town and is not included in the bid scope.

If the bids exceed the Town's available funds, the Town may negotiate a reduction in the scope of work with the successful bidder based on the submitted unit prices. The Town also reserves the right to reject all bids and rebid the project.

ROAD LIST

The roads that the Town will consider for inclusion in the **2026 PAVING PROGRAM** include the following roads. The list is provided in the order of initial priority. **The exact location of the paving limits shall be coordinated at the individual roads with the Town's representative.**

- (1) Christopher Lane Approximately 0.38 mile
From approximately Map 127, Parcel 016.00 Christopher Ln.
to Jack Teasley Rd.
- (2) Seven Acres Road Approximately 0.2 mile
From Jack Teasley Rd. to end of asphalt on Seven Acres Rd.

GENERAL ITEMS

Coordination with the Town

The Bidder shall coordinate daily with the Town to identify the roads to be improved, including marking the project limits and defining the work activities for each road.

Traffic Control

The Bidder shall schedule operations and perform the work in a manner to minimize disturbance to, and interference with, the normal flow of traffic within the project area. Pavement surfaces shall be closed to traffic and remain free of traffic until the road improvements is suitable for vehicular use. During weekday hours between 8:00 a.m. and 5:00 p.m., traffic shall be maintained in at least one lane whenever practicable. Traffic shall remain in the open lane until it can be shifted onto the completed lane. Access to residences shall be maintained at all times and with uninterrupted access before 8:00 am and after 5:00 pm. Road closures or work activities that restrict access to residences on weekends and holidays are prohibited unless written approval is provided by the Town.

The Bidder shall be solely responsible for providing, installing, maintaining, and removing all traffic control necessary to ensure safe travel through and around the work areas. Traffic control shall be in accordance with the *Manual on Uniform Traffic Control Devices (2009)* or latest edition.

Traffic controls measures shall include, but are not limited to, traffic control devices, warning signs, barricades, cones, and flaggers in each direction of travel, as required. All traffic control shall be provided by the Bidder as an incidental cost to the work.

Materials

All work performed under this contract shall conform to these Contract Specifications and the applicable Sections of the *Tennessee Department of Transportation (TDOT) Standard Specifications for Road and Bridge Construction January 1, 2021*, unless modified herein. TDOT approved mix designs shall be submitted prior to commencing work.

Equipment

All equipment necessary for the satisfactory performance of this work shall be available on-site prior to the commencement of construction. Equipment shall be suitable for the intended operations and shall be maintained in proper working condition and adjustment to effectively perform the work.

Preparation of Surfaces

The work items listed are intended to address surface preparation required prior to asphalt pavement surface application. All asphalt pavement surface paving shall be swept and / or vacuumed clean and dry and shall be free of loose material, grass, and weeds before placement of paving materials.

The Bidder shall coordinate with utility companies to adjust valve boxes, castings, or similar appurtenances to match the finished pavement surface elevation. Any required casting adjustments shall be considered incidental to the work and included in the Bidder's scope of work.

Marking, Measuring, and Payment

All areas to be improved shall be identified on-site with the Town's representative. The Bidder shall furnish and install temporary markings to clearly delineate the limits of improvement areas. Such markings shall be placed only after issuance of the Town's Notice to Proceed and immediately prior to the commencement of construction activities. The markings shall serve the basis for determining the quantities and payment to the Bidder. **Pavement markings performed by the Bidder during the bid period are not permitted.** Measurements for scope quantities, including length, width, and depth shall be recorded to the nearest one-tenth (0.1) of a foot. Quantities measured by weight shall be recorded to the nearest one-tenth (0.1) of a ton.

Unless otherwise specified, certified weights may be accepted as the basis of measurement for materials delivered by truck transport and measured or proportioned by weight. Payment shall be made only for the actual quantity of material incorporated into work. When certified weights are used, the Bidder shall furnish the Town with certified weigh tickets documenting the net tons of material delivered with each shipment. In no case shall payment exceed the quantities shown on the certified weigh tickets or the quantities of material actually placed in the work. Net certified weights may be used as the basis of measurement, subject to adjustment for materials that are lost, wasted, or otherwise not incorporated in the work.

Payment for bid items shall constitute full compensation for furnishing, installing, incidentals, all operations, all personnel, and all operations necessary to complete the work in a satisfactory and acceptable manner.

Clean-up

The Bidder shall maintain a clean and orderly project site throughout the duration of the work. All materials shall be properly stored, and debris or waste materials generated during construction or cleanup activities shall be promptly removed and disposed of in accordance with applicable regulations.

The Bidder shall be responsible for sweeping and cleaning all road surfaces prior to, during, and improvement operations. Before placement of improvement paving materials, all road surfaces shall be free of standing water, dirt, leaves, loose material, weeds, grass, and other foreign substances. Cleaning may be performed by hand brooming, mechanical sweeping, power blowing, or other methods approved by the Town.

Payment Adjustment for Bituminous Material

This provision establishes the method for price adjustment of bituminous materials. Please see the attached appendix to the Bid Form for TDOT Special Provision 109B which provides additional requirements and details regarding Payment Adjustment for Bituminous Materials.

DEGRASSING

Degrassing shall consist of removing intrusive grass, vegetation, and accumulated debris from within and along the edges of the existing pavement surface. This shall include vegetation intruding perpendicular to the pavement as well as longitudinal vegetation growth along the edge and joints of the existing pavement. Degrassing shall be performed using air pressure, mechanical means, hand tools, or other means sufficient to remove vegetative intrusion. All treated areas shall be cleared of vegetation, mud, soil, foreign matter, and loose particles. Upon completion of degrassing operations, the pavement surfaces shall be thoroughly cleaned by mechanical sweepers, vacuums, or hand tools as necessary.

Measurement and Payment for DEGRASSING:

Item #208-01.05 – Brooming & Degrassing Shoulders per Linear Mile (LM)

LEVELING COURSE ON EXISTING PAVEMENT SURFACE

A leveling course shall be placed to correct surface irregularities in the existing pavement prior to application of the final asphalt overlay.

The areas requiring application of the leveling course shall be identified in the field in coordination with the Town's representative.

The hot mix asphaltic concrete leveling course shall consist of a thin lift of approximately 60 LBS / SY. If the depth of the irregular shape is greater than 3/4-inch, then another leveling mix will be considered. The thin lift of leveling course shall be Grading CS per TDOT Standard Specifications, Sections 307, Subsection 903.06. Prior to placing the leveling course, apply a bituminous tack coat at a rate of 0.05 to 0.10 gallons per square yard. Bituminous Tack Coat: Grade SS-1 per TDOT Standard Specifications, Sections 403, Subsection 904.03. *Possible Replacement:* The hot mix asphalt concrete leveling course shall consist of a thin lift placed as necessary to correct surface irregularities and restore pavement profile. The approximate application rate for leveling operations is anticipated to be on the order of 60 pounds per square yard; however, actual thickness and placement shall be adjusted as required based on existing pavement conditions and as directed by the Town's representative.

Where surface irregularities exceed the practical limits for a single leveling lift, placement in multiple lifts or alternate repair methods may be required, subject to approval by the Town. The leveling course shall consist of asphalt concrete utilizing **Grading CS aggregate**, in accordance with **TDOT Standard Specifications, Section 307 and Subsection 903.06**, unless otherwise approved.

Prior to placement of the leveling course, apply a bituminous tack coat at a rate of **0.05 to 0.10 gallons per square yard** in accordance with **TDOT Standard Specifications, Section 403**.

Bituminous Tack Coat shall be **Grade SS-1** meeting the requirements of **TDOT Standard Specifications, Section 403 and Subsection 904.03**.

Measurement and Payment for LEVELING COURSE ON EXISTING PAVEMENT SURFACE

Item #307-01.15 – Asphalt CS Mix per Ton (TON) All other items are incidental to the unit prices

ASPHALT 411-E MIX COURSE

Following an application of an asphalt leveling course, an asphalt 411-E MIX course shall be applied after all cleanup, improvements, and other preparatory work has been completed. The hot mix asphaltic concrete shall consist of 411-E MIX after application of the bituminous tack coat Grade SS-1 at a typical application rate of 0.05 to 0.1 gallons per square yard, depending on surface condition.

The depth of the asphalt 411-E MIX thickness is specified as **1.50-inches**.

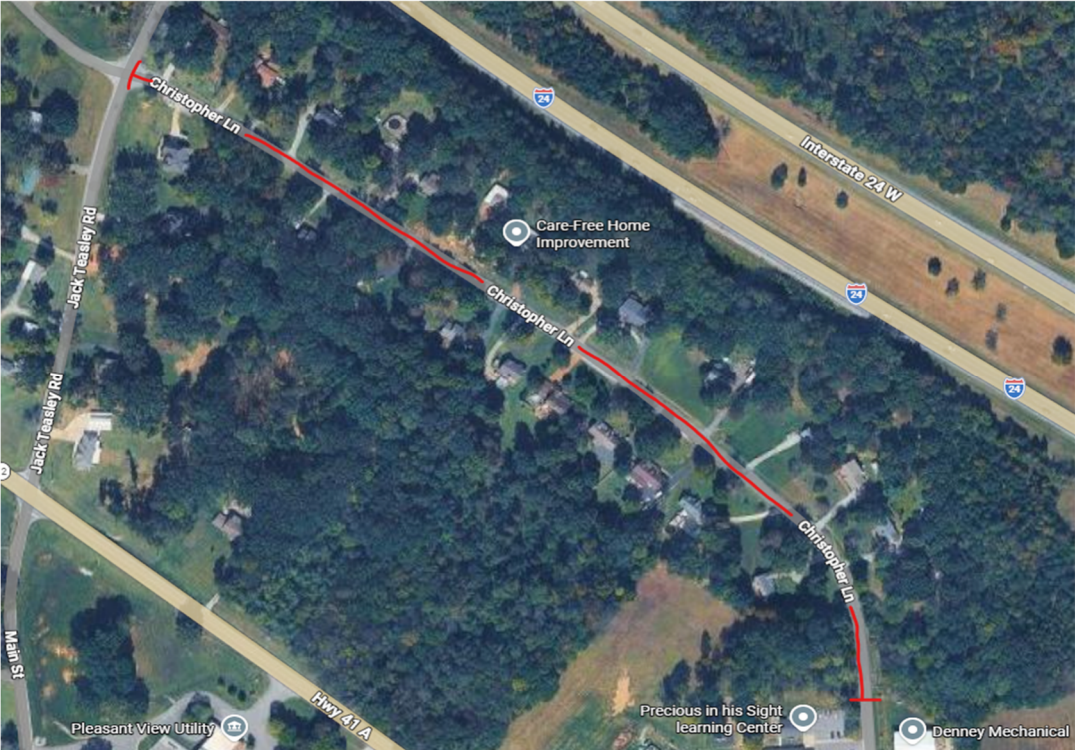
Measurement and Payment for ASPHALT 411-E MIX COURSE

Item #411-01.11 – Asphalt 411 E-Mix per Ton (Ton) All other items are incidental to the unit prices

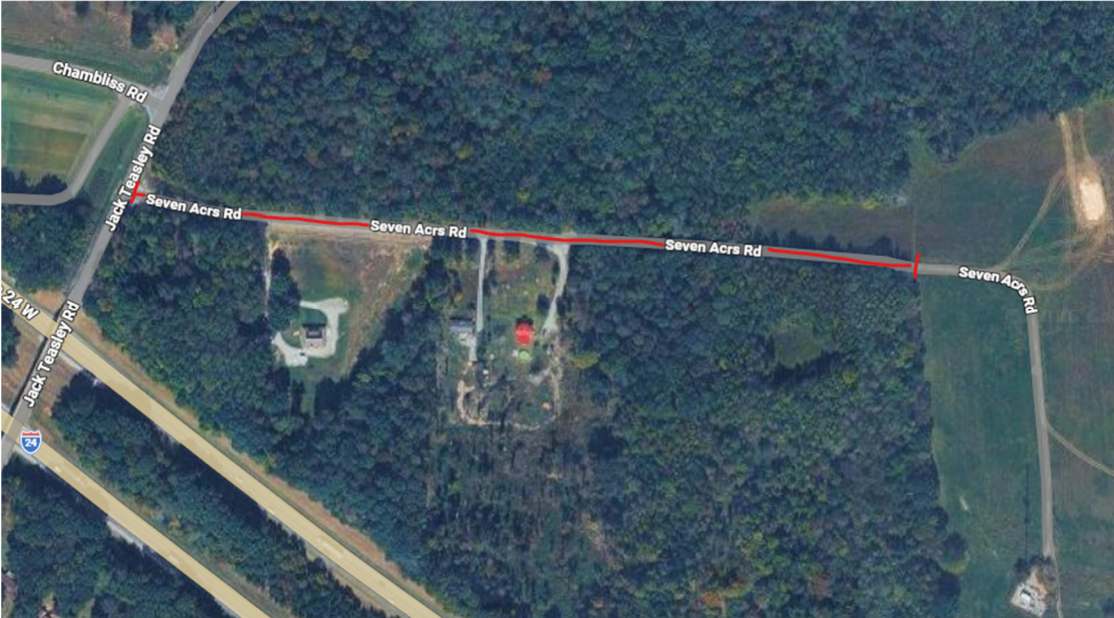
PAVING PROGRAM 2026 -- REFERENCE IMAGES

The exact location of the paving limits shall be coordinated at the individual roads with the Town's representative. Images from Google

- (1) Christopher Lane Approximately 0.38 Rd.



- (2) Seven Acres Road Approximately 0.2 miles
From Jack Teasley Rd. to end of asphalt



BID FORM: 2026 PAVING PROGRAM

Company: _____

Contact Name: _____

E-mail Address: _____

Address: _____

Phone: _____ Fax: _____

Federal Tax Identification Number: _____

Contractor License # _____ Contractor Classification(s): _____

BID PRICES

<u>ITEM NO.</u>	<u>DESCRIPTION UNIT PRICE IN WORDS</u>	<u>ESTIMATED QUANTITIES</u>	<u>UNIT</u>	<u>PRICE</u>	<u>TOTAL</u>
208-01.05	BROOMING & DEGRASSING SHOULDERS For _____ Dollars _____ Cents, per linear mile	1.5	L.M.	\$ _____	\$ _____
(1) 307-01.15	ASC MIX (PG64-22) (BPMLC-HM) GRADING CS Assumed surface area coverage rate 60% For _____ Dollars _____ Cents, per ton	135	TON	\$ _____	\$ _____
(1) (2) 411-01.11	ACS MIX (PG64-22) GRADING E ROADWAY For _____ Dollars _____ Cents, per ton	611	TON	\$ _____	\$ _____

TOTAL \$ _____

For _____ **Dollars** _____ **Cents**

- (1) ITEMS 307-01.15 "ASC MIX (PG64-22) (BPMLC-HM) GRADING CS" AND 411-01.11 "ACS MIX (PG64-22) GRADING E ROADWAY" SHALL INCLUDE TACK COAT.

- (2) ITEM 411-01.11 "ACS MIX (PG64-22) GRADING E ROADWAY" SHALL INCLUDE COSTS FOR KEY JOINTS AT PAVING LIMITS AND DRIVEWAYS, AS NEEDED.

The Town of Coopertown shall have a **bid hold period of thirty (30) days**. This time period may be extended by mutual agreement.

The above quantities are listed for calculation and comparison purposes only. Quantities may vary based on the Town of Coopertown’s priorities and budgetary considerations.

It is further understood, and agreed by the undersigned in submitting this proposal, that the Town of Coopertown reserves the following rights and privileges:

- a. To accept, or reject, any or all bids, and / or waive any of the informalities in the bidding.
- b. To reject all items of work, equipment, and materials which do not conform to, or exceed, these specifications without altering the bid price of this proposal.
- c. To rebid anytime during the term of the contract.

Bidders shall not add any conditions or qualifying statements to this bid, or the bid may be declared irregular and not being responsive to the Advertisement for Bids.

The undersigned BIDDER proposes, and agrees, if this bid is accepted and successful, to enter into an agreement with the Town of Coopertown, Tennessee to perform and / or furnish the goods and / or services at the prices indicated below in accordance with the terms, conditions, time frame, specifications, and contract stipulations.

Bid Submitted by: _____

Authorized Signature

Name (Printed)

Title

Date

APPENDIX

State of Tennessee
Department of Transportation

(Rev. 05-16-16)
(Rev. 04-01-19)
(Rev. 11-08-19)
(Rev. 3-2-23)

January 1, 2021

SPECIAL PROVISION

REGARDING

PAYMENT ADJUSTMENT FOR BITUMINOUS MATERIAL

This Special Provision covers the method of payment adjustment for bituminous materials.

100% Virgin Bituminous Material

A payment adjustment will be made to compensate for increases and decreases of 5% or more in the contractor's bituminous material cost. The normal bid items in the contract covering the bituminous material shall not be changed. Payment adjustments (+/-) shall be paid under "Payment Adjustment for Bituminous Material" and calculated as described herein:

A "Basic Bituminous Material Index" will be established by the Tennessee Department of Transportation prior to the time the bids are opened. This "Basic Bituminous Material Index" is the average of the current quotations on P.G. 64-22 from suppliers furnishing asphalt cement to contractors in the State of Tennessee. These quotations are the cost per ton f.o.b. supplier's terminal.

The "Basic Bituminous Material Index" for this project is **\$678.46** per ton (April 2026).

The "Monthly Bituminous Material Index" is also established on the first day of each month by the same method. A payment adjustment shall be made provided the "Monthly Bituminous Material Index" varies 5% or more (+/-) from the "Basic Bituminous Material Index".

Where the price index varies 5% or more (+/-), the payment adjustment will be made as follows:

$$PA = [Ic - Ib] \times T$$

Where:

- PA = Price Adjustment for Adjustment Month
- Ib = Basic Bituminous Material Index
- Ic = Monthly Bituminous Material Index
- T = Tons bituminous material for Adjustment Month

Payment adjustment will be applied to all asphalt cement, asphalt emulsion, or bituminous material used for paving on this project.

Upon the expiration of the allocated working time, as set forth in the original contract or as extended by Change Order, payment adjustments for bituminous material will continue to be made when the "Monthly Bituminous Material Index" varies 5% or more (+/-) from the "Basic Bituminous Material Index".

The calculation of the bituminous payment adjustment shall be made using the "Monthly Bituminous Material Index" or the "Bituminous Material Index for Contract Completion Date" in accordance with the following formulas:

The "Bituminous Material Index for Contract Completion Date" is the Monthly Bituminous Material Index in effect on the allocated Contract Completion Date or on the completion date as extended by Change Order.

The "Monthly Bituminous Material Index" is **less** than the "Bituminous Material Index for Contract Completion Date".

$$PA = [Ic - Ib] \times T$$

The "Monthly Bituminous Material Index" is **greater** than the "Bituminous Material Index for Contract Completion Date".

$$PA = [Icd - Ib] \times T$$

Where:

- PA = Price Adjustment for Adjustment Month
- Ib = Basic Bituminous Material Index
- Ic = Monthly Bituminous Material Index
- Icd = Bituminous Material Index for Contract Completion Date (or as extended by Change Order)
- T = Tons

FOR REFERENCE ONLY

Site Manager or spreadsheet calculates the price adjustment based on the actual amount of asphalt cement (residue) in the emulsion using the following percentages:

- tack coats and shoulder sealants (e.g., SS-1, SS-1h, CSS-1, Css-1h) 63% residue
- prime coats (e.g., AE-P) 54% residue
- scrub seals and micro surfacing (e.g., CQS-1HP) 65% residue
- hot in-place recycle (ARA-3P) 63% residue

Mixes Containing Recycled Bituminous Material

The quantity of virgin asphalt cement in tons subject to payment adjustment in recycled mixes shall be the product of the total tons of each mix multiplied by the difference between (1) the percent of asphalt cement specified for bidding purposes and (2) the percent of asphalt cement obtained from the recycled asphaltic material (RAP) used in each mix. No payment adjustment under this special provision for increases and decreases in the contractor's cost for virgin asphalt cement in recycled mixes will be allowed for asphalt cement content in excess of the percent specified for bidding purposes, as all payment adjustments for asphalt cement in the mix design of recycled mixes in excess of the percent of asphalt cement specified for bidding purposes will be made in accordance with the Standard Specifications.

No payment adjustment for bituminous material containing RAP shall be made unless the “Monthly Bituminous Material Index” varies 5% or more (+/-) from the “Basic Bituminous Material Index” indicated in this Special Provision.

Where the price index varies 5% or more (+/-), the payment adjustment will be made as follows:

$$PA = \frac{[Ic - Ib] \times [BA - RA]}{100} \times Tm$$

- PA = Price Adjustment for Adjustment Month
- Ib = Basic Bituminous Material Index
- Ic = Monthly Bituminous Material Index
- BA = Percent asphalt specified for bidding purposes
- RA = Percent asphalt obtained from recycled asphaltic material used in each mix
- Tm = Tons asphalt mix for adjustment month

Upon the expiration of the allocated working time, as set forth in the original contract or as extended by Change Order, payment adjustments for bituminous material containing RAP will continue to be made when the "Monthly Bituminous Material Index" varies 5% or more (+/-) from the "Basic Bituminous Material Index".

The calculation of the bituminous payment adjustment shall be made using the “Monthly Bituminous Material Index” or the “Bituminous Material Index for Contract Completion Date” in accordance with the following formulas:

The “Bituminous Material Index for Contract Completion Date” is the Monthly Bituminous Material Index in effect on the allocated Contract Completion Date or on the completion date as extended by Change Order.

The “Monthly Bituminous Material Index” is **less** than the “Bituminous Material Index for Contract Completion Date”.

$$PA = [Ic - Ib] \times \frac{[BA - RA]}{100} \times Tm$$

The “Monthly Bituminous Material Index” is **greater** than the “Bituminous Material Index for Contract Completion Date”.

$$PA = [Icd - Ib] \times \frac{[BA - RA]}{100} \times Tm$$

Where:

PA =	Price Adjustment for Adjustment Month
Ib =	Basic Bituminous Material Index
Ic =	Monthly Bituminous Material Index
Icd =	Bituminous Material Index for Contract Completion Date (or as extended by Change Order)
BA =	Percent asphalt specified for bidding purposes
RA =	Percent asphalt obtained from recycled asphaltic material used in each mix
Tm =	Tons asphalt mix for adjustment month