

**Town of Franklin**  
**Request for Proposal:**  
**Multi-Area Paving and Sidewalk Installation Project**  
**Posting date: June 16, 2026**  
**Due Date: July 16, 2026 at 3:00 p.m.**

**I. PROJECT BACKGROUND**

Franklin (the “Town”) is a town in and the county seat of Macon County, North Carolina. It is situated within the Nantahala National Forest. The population is approximately 4,350. Franklin is a popular destination for hikers and outdoor enthusiasts, specifically in relation to the Nantahala National Forest, the Great Smoky Mountains, and the Appalachian Trail. The town and the surrounding area are rich in gems and minerals, and is known locally as the "Gem Capital of The World."

Franklin has been celebrated as a thriving community with many outdoor and recreational amenities. As part of an effort to maintain and improve this livability, the Town is working to make repairs to sidewalks in order to ensure continued accessibility and walkability within the town.

**II. SCOPE OF WORK**

The Town of Franklin is soliciting bids for a project (this Request for Proposals, the “RFP”) which will include the paving and striping of three (3) existing public parking areas with one extension of asphalt parking area, overlay paving of three (3) streets, installation two (2) sidewalks, curb and gutter, and curb ramps, and the construction of one (1) new parking area including curb and gutter. Any existing features that are removed are to be replaced and brought into ADA compliance with proper, widths, slopes and grades. The installations shall occur at various locations within the Town limits.

Description:

A. The contractor shall furnish all labor, material, equipment necessary to demolish, remove, regrade, resurface and/or replace all areas outlined in this RFP in accordance with specifications and per applicable standards and ADA requirements. Bids shall include the areas identified in Exhibits A – D and as discussed during **the mandatory site visit**. Bids should therefore also include a unit price per square foot of additional work.

B. The work shall include, but shall not be limited to the following (not necessarily in the order indicated):

1. Contractor shall be responsible for locating all utilities within the work zone. All utility locations must remain active during construction process.
2. Contractor is responsible for all necessary permitting, encroachment agreements, and any other required documents needed by Town, County, or State to start and complete project.

## **SIDEWALKS**

3. Subgrades shall be free of all foreign and loose materials; replace as necessary to create a proper base for the concrete.
4. Compact existing subgrade to 95% compaction prior to placing new concrete.
5. All sidewalk concrete shall have a compressive strength of at least 3,000 PSI @ 28 days and 4" thick.
6. Any utility boxes or manholes within the sidewalk must be adjusted by the Town utility department, or owner of the utility, and shall be flush with final grade. All adjustment cost shall be the responsibility of the contractor.
7. Where applicable, sidewalks will be five (5) feet in width with appropriate cross slope. This determination will be made by Town designated staff.
8. Maximum allowable cross slope must comply with ADA requirements (2%, or 1 inch per foot maximum).
9. All concrete surfaces shall receive a light broom finish unless noted otherwise by Town of Franklin personnel.
10. Backfill of soil material will be completed to specifications, or as directed by Town of Franklin designated employee. All exposed soil is required to be covered with seed and straw, hydroseed, or seed and straw matting for erosion control.
11. Any concrete truck shall wash out only in Town approved areas.
12. All ramp textures must consist of truncated dome surface; ramps to be compliant with ADA standards.
13. All ramps will have detectable warning surface (i.e., truncated domes), shall be a minimum of 24" in depth in the direction of pedestrian travel, and extend the full width of the curb ramp or landing where the pedestrian access route enters the street. All ramp slopes must meet ADA requirements with slope no greater than 8%, where 8 % cannot be met, a 15' construction length will be acceptable.

## **PAVING**

14. Asphalt pavement resurfacing services including removal of existing pavement when necessary, preparing the surface as required, providing new asphalt pavement as specified

## **ALL FACETS OF PROJECT:**

15. The contractor shall sole responsibility for safety on this project.

16. The contractor will provide necessary and prudent barricades, signs, fencing, warning lights, trench safety measures and devices, work methods and all other safety measure necessary to protect the Town, general public, contractor, and employees.
17. Traffic safety measures shall be used within the street right-of-way to protect the traveling public.
18. The contractor shall take precautions to not track debris, dirt and mud from the site onto adjacent street and sidewalks.
19. The contractor will be responsible for maintaining the traffic control devices and protective devices used, as well as removing them from the site once they are no longer needed.
20. With designated Town staff, evaluate the risk of soil compaction due to heavy equipment use around each construction/repair site. Substantial ruts, tracks, indentations, or other soil/turf damage to existing soil conditions must be fully repaired prior to project completion.
21. Only vehicles necessary for construction activities are allowed to be parked on the grass. Delivery trucks, pickups for transporting crews, etc. must park in parking spaces reserved for the contractor. Contractor to notify designated Town staff with the number of spaces required so Grounds can place barriers in front of parking spaces reserved for the contractor.
22. Any damage to public property belonging to the Town or any other unit of government, or to private property, including without limitation utilities, roads, sidewalks, ramps, curbs, etc. during project installation must be fully repaired at contractor's expense and to the satisfaction of all relevant Town of Franklin parties.
23. Contractor is responsible for removing all debris from properties related to construction Activities; this includes all cones or traffic control devices and signs.
24. Town designated staff must be notified immediately in the event of a fuel, oil, or chemical spill.
25. All contractor employees will abide by Town policies and maintain professional conduct respecting general public and Town staff.
26. Work to occur so as to minimize disruptions to normal business activities.
27. Coordinate the replacement of concrete with Town so as not to have too many locations under construction at any given time.

### III. SUBMISSIONS & RESPONSE FORMAT

#### A. Questions:

Questions concerning this RFP must be made via email to the point of contact below. Responses to all submitted questions will be posted at: <https://franklinnc.com/bid-requests-town-franklin-nc.html>. Any revisions, addendums, and answers to questions received at least a week before the proposal due dates will be sent to those who directly received this RFP.

**A mandatory pre-bid site visit will be required for all bids to be accepted. Respondents can inspect all streets, parking lots and sidewalk locations on their own time, but a site visit must be scheduled through the point of contact below.**

#### B. Deadline:

The deadline for responding to this RFP is **3:00 p.m. on Thursday, July 16, 2026**. It is the responsibility of the firm submitting proposals to ensure that the point of contact has received a completed proposal by the required deadline.

Point of Contact:

Chris Waldroop  
Streets Supervisor  
Town of Franklin  
95 East Main Street  
Franklin, NC 28734  
[cwaldroop@franklinnc.com](mailto:cwaldroop@franklinnc.com)  
828-524-2516 x 405

The Department of Public Works prefers to receive submitted materials via mail or Courier with subject line “Proposal Paving and Sidewalk Installation Project”.

#### C. Submissions:

Responses are encouraged to be concise. Respondents may partner with other firms, local or otherwise, in order to provide the best possible proposal for ensuring quality and efficient completion of the project tasks. All proposals must include, at a minimum, the following:

1. A cover page including the Request for Proposals title and applicant firm’s name, any sub-Respondents or other partners, and the office location from which the work will originate.
2. A summary of the Respondents’ understanding and approach of the project Scope of Work.
3. A Statement of Qualifications applicable to this project including the names, qualifications and proposed duties of the teams’ staff to be assigned to this project; a listing of recent similar

projects completed, including the names, titles, addresses, and telephone numbers of the appropriate persons whom the Town should contact.

4. A schedule of the work including proposed dates for each submittal discussed in the Scope of Work above.
5. A copy of the Respondent's hourly rate schedule for all personnel, and project costs anticipated to be involved in the project, and a statement that said hourly rate schedule is part of the Respondent's Proposal for use in invoicing for progress payments and for extra work incurred that is not part of this RFP. All extra work will require prior approval from the Town.

#### IV. RESPONDENT SELECTION

Proposals will be reviewed and evaluated by Town staff based on the information provided. The Project will be awarded, subject to a satisfactory contract, to the lowest responsive responsible bidder.

Additional information may be requested prior to final selection. Final costs will be determined through negotiations with the selected firm.

#### V. EXHIBITS

Exhibit A: Areas where sidewalk construction will occur including measured footage.

Exhibit B: Areas where new parking area will occur including measured footage

Exhibit C: Areas where resurfacing will occur on town-owned streets

Exhibit D: Areas where resurfacing will occur in public parking areas, including the extension of one (1) parking area

Exhibit E – Bid Submission Acknowledgement – to be returned as part of the submission packet.

#### VI. CONTRACTING

The selected Respondent must qualify as an independent contractor and, prior to being awarded a contract, must apply for registration in North Carolina. The contract will not be executed until the Respondent is registered with the Secretary of State's Office.

Prior to beginning any work, the Respondent shall obtain Insurance Coverage in accordance with the Town's policies. The certificate of insurance coverage shall be documented on forms acceptable to the Town.

#### VII. AGREEMENT REQUIREMENTS

The selected Respondent will be required to execute a contract with the Town on the terms and conditions required by the Town.

### **VIII. LIMITATIONS OF LIABILITY**

The Town assumes no responsibility or liability for the response to this Request for Proposals.

### **IX. COSTS ASSOCIATED WITH PROPOSAL**

Any costs incurred by any person or entity in preparing, submitting, or presenting a proposal are the sole responsibility of that person or entity, including any requests for additional information or interviews. The Town will not reimburse any person or entity for any costs incurred prior to the issuance of the contract.

### **X. INDEMNIFICATION**

Any party responding to this Request for Proposals is acting in an independent capacity and not as an officer or employee of the Town. Any party responding to this Request for Proposals will be required to indemnify, defend, and hold harmless the Town, its officers, and employees from all liability and any claims, suits, expenses, losses, judgments, and damages arising as a result of the responding party's acts and/or omissions in or related to the response.

### **XI. REJECTION OF PROPOSALS**

The Town reserves the right to reject any or all proposals, to negotiate with one or more parties, or to award the contract to the proposal the Town deems will meet its best interests, even if that proposal is not the lowest bid. The Town reserves the right to re-advertise for additional proposals and to extend the deadline for submission of the proposals. This Request for Proposals in no way obligates the Town to award a contract.

### **XII. OWNERSHIP OF DOCUMENTS**

Any materials submitted to the Town in response to this Request for Proposals shall become the property of the Town unless another arrangement is made by written agreement between the Town and the responding party. The responding party may retain copies of the original documents.

### **XIII. DUTY TO INFORM TOWN OF BID DOCUMENT ERRORS**

If a bidder knows, suspects, or has reasonable cause to believe, that an error or omission exists in any of the bid documents, including but not limited to unit prices and rate calculations, the bidder shall immediately give the Town written notice thereof. Respondents shall not cause or permit any work to be conducted that may be related to the error or omission without first receiving written acknowledgment from the Town that Town representatives understand the possible error or omission and have approved the requested modifications to the bid or contract documents or that the Respondent may proceed without any modification being made to the bid or contract documents.

#### **XIV. PUBLIC RECORDS**

Any and all records submitted to the Town, whether electronic, paper, or otherwise recorded, are subject to the North Carolina Public Records Law. The determination of how those records must be handled is solely within the purview of Town. All records the responding party considers to be trade secrets, as that term is defined by subsection 132-1.2 of the Public Records Act, or that the responding party otherwise seeks to have the Town consider as exempt must be identified clearly and specifically at the time of submission. It is not sufficient to merely state generally that a proposal is proprietary, contains a trade secret, or is otherwise exempt.

## EXHIBIT A

### Sidewalk installation locations and distances

#### Women's History Park – Big Bear Lane:

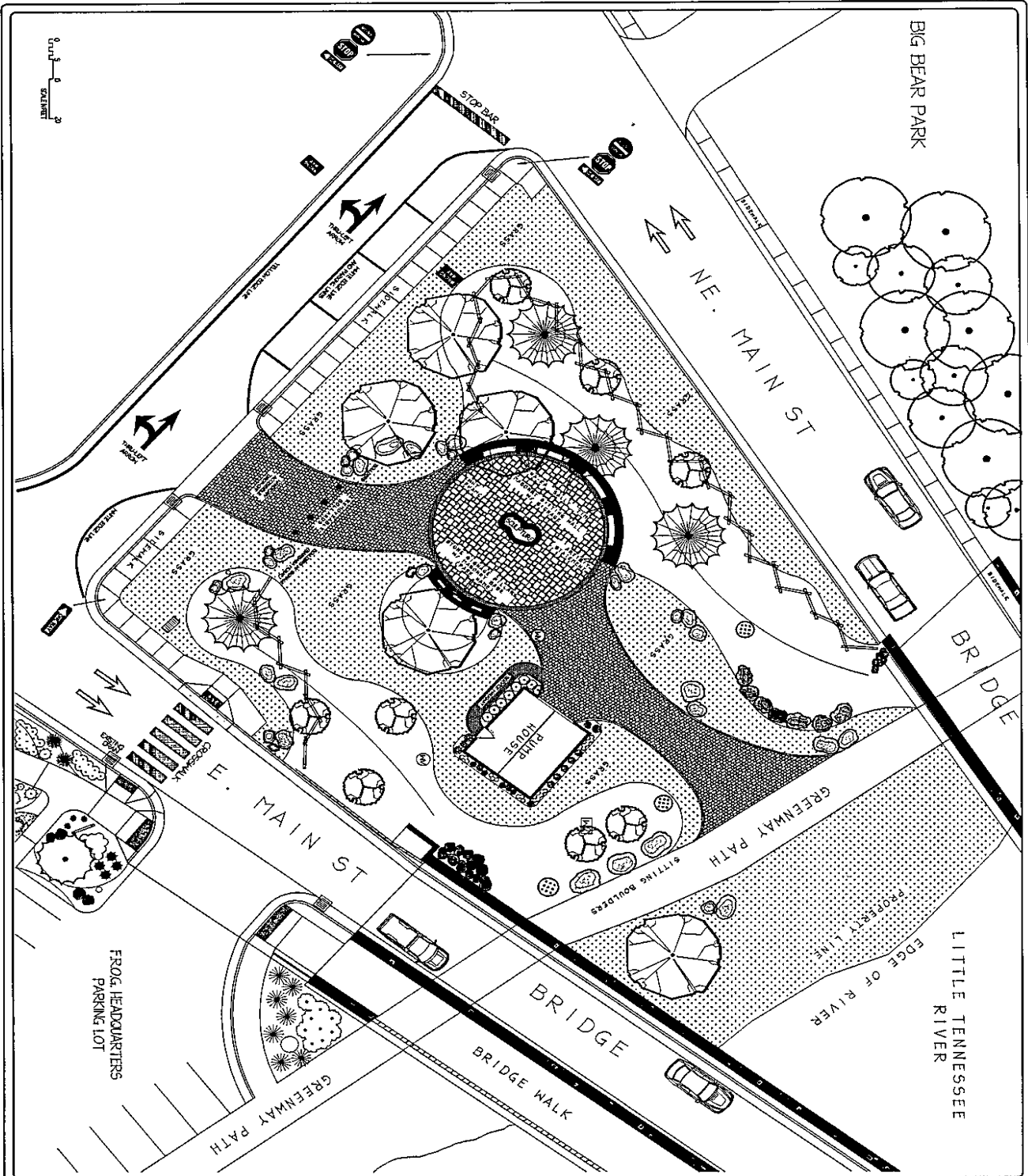
- Big Bear Lane from its intersection with East Palmer Street and East Main Street.
- Distance is +/- 1,398 feet
- Removal of existing asphalt and existing curb and gutter
- Addition of new curb and gutter
- ADA Domes at Crosswalks
- New concrete sidewalk
- Appropriate NCDOT approved signage and striping

Approved NCDOT plan on page to follow.

#### Maple Street and West Palmer Street (In Front of Franklin Fire Department) (defined in blue)

- Maple Street and West Palmer Street
- Distance is +/- 1,650 feet
- New sidewalk with ADA Domes where appropriate
- Will require some leveling and grading work





Sheet	1 of 1	Revision	0/2/20
Author	N. BILLYARD	Checked	
Designer	R. CLARK	Date	02/20
Scale	AS SHOWN	Project	
Client	WOMEN'S HISTORY TRAIL		

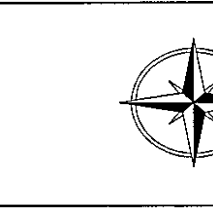
**Women's History Trail**  
 FOLK HERITAGE ASSOC. OF FC  
 BIG BEAR LAKE  
 FRANKLIN, NC

Sowing Seeds for the Future  
 Landscape Proposal

**CLARK & CO.**  
 LANDSCAPE SERVICES  
 314 S. BAYVIEW ROAD, FRANKLIN, NC 27524  
 919.725.2222  
[www.clarkandco.com](http://www.clarkandco.com)

NO.	DESCRIPTION	DATE
1	ISSUE	02/20/20
2	REVISED	
3	REVISED	
4	REVISED	
5	REVISED	
6	REVISED	
7	REVISED	
8	REVISED	
9	REVISED	
10	REVISED	

GENERATE BRIDGE PARALLEL  
 PARKING AND ADD  
 METALLIC PLASTIC FURNISHES  
 FOR EDGE, PARKING AND ABOVE.  
 ONE MAY SPREAD TO  
 BRIDGE STREET SIDE



NOTES

## EXHIBIT B

Areas where new parking area will occur including measured footage

### Sunnyside Park – New Parking Area – off VanRaalte Street

- Turfing off and shaping the parking area
- Project area is +/- 21,270 square feet
- Two layer paved parking lot (4" gravel base with 2" binder coat asphalt with 1.5" finish coat)
- Striping, signage
- Curb and Gutter



## EXHIBIT C

### Areas where resurfacing will occur on town-owned streets

#### Paving of Hillside Street (red arrow)

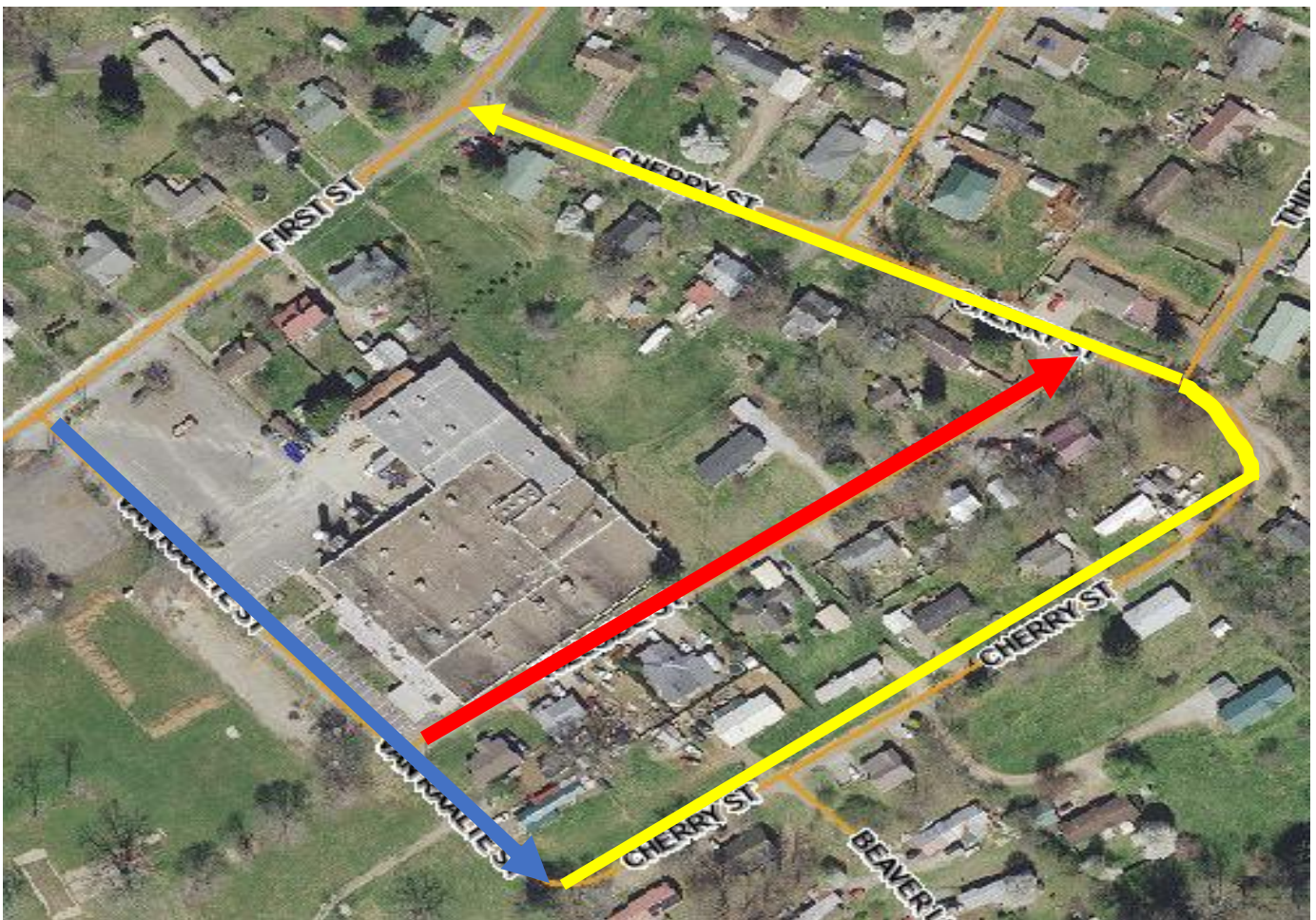
- Overlay of 1.5" after compaction of 9.5F mix
- Distance +/- 13,530 square feet

#### Paving of Cherry Street (yellow arrow)

- Overlay of 1.5" after compaction of 9.5F mix
- Distance +/- 32,760 square feet

#### Paving Van Raalte Street (blue arrow)

- Overlay of 1.5" after compaction of 9.5F mix
- Distance +/- 8,784 square feet



## EXHIBIT D

**Areas where resurfacing will occur in public parking areas, including the extension of one (1) parking area**

**Town Hall Lower Parking Lot – 95 E. Main Street**

- Resurface lower parking lot
- Overlay of 1.5” after compaction of 9.5F mix
- Distance +/- 13,400 square feet
- Striping of spaces



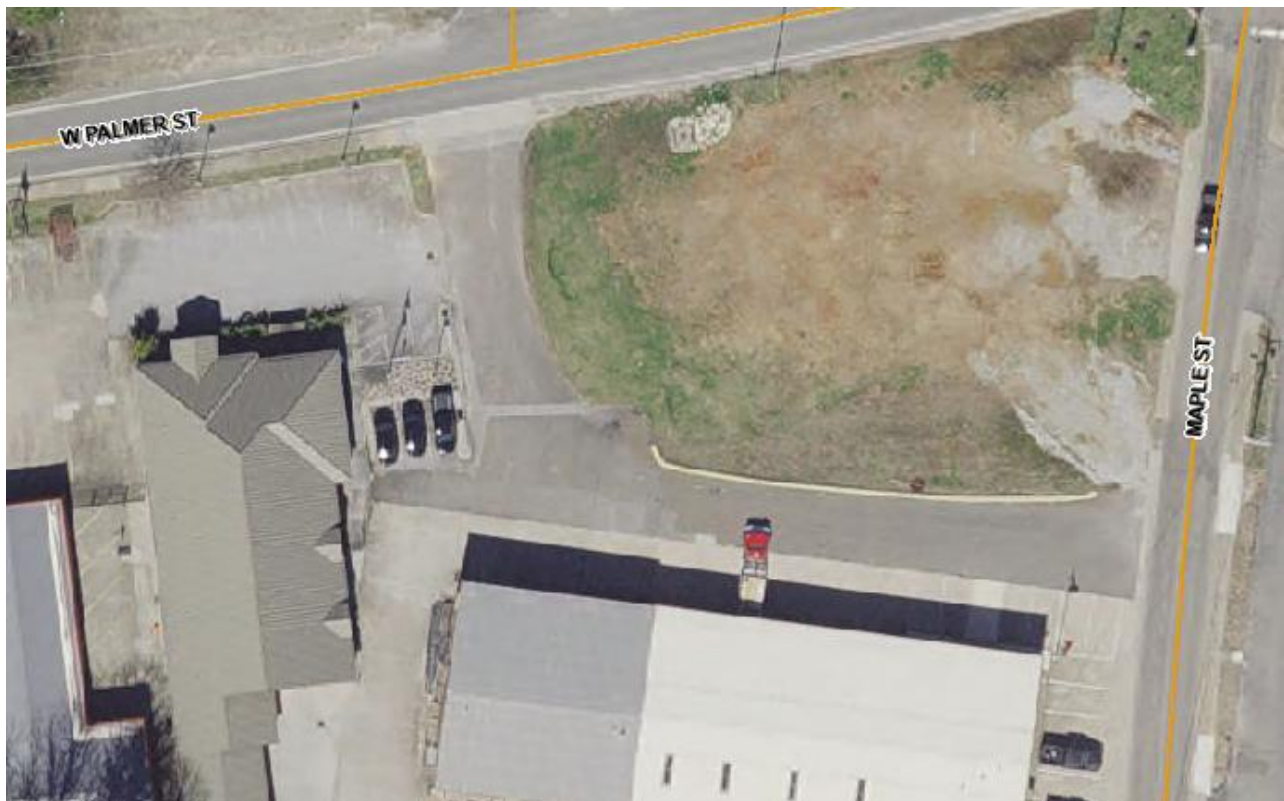
**Public Parking Areas on Palmer Street**

- Resurface both parking areas
- Overlay of 1.5” after compaction of 9.5F mix
- Distance +/- 57,000 square feet
- Striping of spaces and tree well curbing



## **Police and Fire Department Parking Areas and Extension of Asphalt in front of Fire Department**

- Resurface Front Parking Lot at Police Department
- Overlay of 1.5" after compaction of 9.5F Mix
- Distance +/- 4,844 square feet
- Striping of Spaces
  
- Resurface Front Parking Lot at Fire Department
- Overlay of 1.5" after compaction of 9.5F Mix (may require some milling due to cracking)
- Distance +/- 10,092 square feet
- Striping of Spaces
  
- Extension of asphalt in front of fire department
- Distance +/- 4,000 square feet



**EXHIBIT E**

**Bid Submission Acknowledgement**

In submitting this proposal, it is understood that the unrestricted right is reserved by the Town in making the award to reject any and all proposals or parts thereof, or to waive any informalities or technicalities in said bids. The undersigned hereby certifies that this bid is genuine, and not a sham or collusive, or made in the interest or in behalf of any person, firm or corporation not herein named; that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding, and that the undersigned has it, in any manner, sought by collusion to secure for himself and advantage over any other bidder.

\_\_\_\_\_ Print Name

\_\_\_\_\_ Signature

\_\_\_\_\_ Title

\_\_\_\_\_ Date

State of \_\_\_\_\_

County of \_\_\_\_\_

I, \_\_\_\_\_, Notary Public, do hereby certify that \_\_\_\_\_  
[Name of Individual(s) Whose Acknowledgment is Being Taken] personally appeared before me  
this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(Official Seal)

\_\_\_\_\_  
Official Signature of Notary

\_\_\_\_\_  
Notary's Printed or Typed Name

My Commission Expires: \_\_\_\_\_

# Bid Submission

## Town of Franklin Multi-Area Paving and Sidewalk Installation

### Town of Franklin, NC

Item Number	Item Description	Unit Price	Extended Total Price
1	Mobilization (all projects)		
	<b>WOMEN'S HISTORY PARK</b>		
2	Site Work and Grading		
3	Removal of existing asphalt and existing curb and gutter		
4	Addition of new curb and gutter		
5	New concrete sidewalk		
6	ADA domes at crosswalks		
7	Appropriate NCDOT approved signage and striping		
	<b>MAPLE STREET &amp; WEST PALMER STREET AT POLICE/FIRE DEPARTMENTS</b>		
8	Site Work and Grading		
9	New concrete sidewalk		
10	ADA domes at entry points and driveways		
11	Resurfacing of front lot at Police Department (1.5" overlay of 9.5F mix)		
12	Resurfacing of front lot at Fire Department (1.5" overlay of 9.5F mix)		
13	Extension of asphalt in front of Fire Department (approximately 4,000 sq ft)		
	<b>STREET RESURFACING - THREE LOCATIONS - Hillside Street, Cherry Street and VanRaalte Street</b>		
14	Total distance for three projects - 55,075 square feet		
	<b>PARKING AREA RESURFACING - THREE LOCATIONS - Town Hall and Two (2) Public Parking Areas</b>		
15	Resurfacing of lower parking lot at Town Hall		
16	Striping of lower parking lot at Town Hall		
17	Resurfacing of two (2) parking areas Palmer Street		
18	Striping of two (2) parking areas Palmer Street includes painting of tree well curbing		
	<b>NEW PARKING AREA - SUNNYSIDE PARK - OFF VANRAALTE STREET</b>		
19	Site Work and Grading (includes shaping of area)		
20	Two layer paved parking lot (4" gravel base and 2" binder coat with 1.5" finish coat)		
21	Striping, signage, curb and gutter		

<b>TOTAL BID COST</b>		
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