

RE: PARKING LOT STRIPING AND SEALING AT MCCAULEY PARK

Background:

The parking lot at McCauley Park was last striped and sealed in late 2018 and is in need of sealing to protect the asphalt and ensure that it is protected for many years to come. It is typically recommended that the sealing of asphalt parking lots be done every 6 to 8 years, depending on wear and tear as well as other environmental factors.

Analysis:

As the community center and McCauley Park enter its 25th year of service to the community ensuring we are protecting and taking care of the facilities and assets of the park department will continue to be at the forefront of our operations. This project will ensure the parking lot asphalt is protected from weather and environments that would damage that surface ensuring the parking lot remains solid and intact for many years to come.

Recommendation:

Staff recommends approval of this resolution to allow us to solicit bids for the striping and sealing of our parking lot. Thank you for your continued support of our Parks Department.

MEMO SUBMITTED BY:

Matt Crouse | Director Parks and Recreation

mcrouse@nixa.com | 417-725-5486

RESOLUTION NO. 2026-36

A RESOLUTION OF THE COUNCIL OF THE CITY OF NIXA AUTHORIZING THE CITY ADMINISTRATOR TO SOLICIT BIDS FOR THE STRIPING AND SEALING OF THE PARKING LOT AT MCCAULEY PARK.

WHEREAS the Nixa City Code (Chapter 2, Article VI) authorizes the City Administrator to purchase supplies, materials, equipment, and services on behalf of the City when a competitive procurement method is utilized; and

WHEREAS said provisions require the City Administrator to obtain an authorizing resolution from the City Council prior to soliciting purchases that will total \$20,000.00 or more; and

WHEREAS City staff are requesting authorization to solicit bids for the striping and sealing of the parking lot located at McCauley Park; and

WHEREAS the current parking lot was last striped and sealed in late 2018. It is recommended that the asphalt be sealed every six to eight years; and

WHEREAS the City Council desires to authorize the City Administrator to undertake the purchase described herein in compliance with Chapter 2, Article VI of the Nixa City Code.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NIXA, AS FOLLOWS:

SECTION 1: The City Administrator, or designee, is hereby authorized, pursuant to the provisions of Chapter 2, Article VI, of the Nixa City Code, to solicit and undertake the purchase described in "Resolution Exhibit A," which said Exhibit is attached hereto and incorporated herein by this reference.

SECTION 2: The City Administrator and the officers of the City are hereby authorized to do all things necessary or convenient to carry out the terms and intent of this Resolution.

SECTION 3: This Resolution shall be in full force and effect from and after its final passage by the City Council and after its approval by the Mayor, subject to the provisions of section 3.11(g) of the City Charter.

[Remainder of page intentionally left blank. Signatures follow on the next page.]

RESOLUTION NO. 2026-36

ADOPTED BY THE COUNCIL THIS 8th DAY OF SEPTEMBER, 2026.

ATTEST:

PRESIDING OFFICER

CITY CLERK

APPROVED BY THE MAYOR THIS _____ DAY OF _____ 2026.

ATTEST:

MAYOR

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



RFB-022-2026/Parks

Seal and Stripe Parks & Recreation Parking lot

Issue Date: 9/9/2026

Questions Deadline: 9/16/2026 12:00 PM (CT)

Response Deadline: 9/23/2026 10:00 AM (CT)

Contact Information

Contact: Stephanie Ewing

Address: Purchasing

City Hall

715 W. Mt. Vernon Street

PO Box 395

Nixa, MO 65714

Phone: (417) 449-0555

Email: sewing@nixa.com

Event Information

Number: RFB-022-2026/Parks
Title: Seal and Stripe Parks & Recreation Parking lot
Type: Request for Bid
Issue Date: 9/9/2026
Question Deadline: 9/16/2026 12:00 PM (CT)
Response Deadline: 9/23/2026 10:00 AM (CT)
Notes: The City of Nixa is issuing a Request for Bid for the seal and stripe of the parking lot located at 701 N. Taylor Way, the Nixa Parks & Recreation Community Center, in Nixa, MO.

The City highly encourages electronic submissions via this online bidding system as it expedites the process and helps to alleviate errors.

NO EMAILED OR FAXED bids will be accepted.

The Response Deadline is the date and time public unsealing of bid responses will be held.

Public unsealing of bid responses will take place at:

City of Nixa

Purchasing

715 W. Mt. Vernon St.

Nixa, MO 65714

The City of Nixa reserves the right to accept or refuse any or all bids.

Ship To Information

Contact: Matt Crouse
Address: Parks and Recreation
701 N. Taylor Way
PO Box 395
Nixa, MO 65714
Phone: (417) 725-5486
Email: mcrouse@nixa.com

Billing Information

Contact: Accounts Payable
Address: Finance
City Hall
715 W. Mt Vernon St.
PO Box 395
Nixa, MO 65714
Phone: (417) 725-3785
Email: accountspayable@nixa.com

Bid Attachments

Scope of Work.pdf

Scope of Work

[View Online](#)

Parks-map 2026.pdf

Map of Area-Highlighted in Yellow

[View Online](#)

Terms and Conditions 2026.pdf

Terms and Conditions

[View Online](#)

Affidavit of Business Entity.pdf

E-Verify Affidavit

[View Online](#)

Requested Attachments

Bid Bond

Please upload your Bid Bond here.

E-Verify

(Attachment required)

Please download the "Affidavit of Business Entity", located on the Attachment tab. Complete the document and upload it here.

Business License Application

Please download the "Business License Application", located on the Attachment tab. Complete the document and upload it here.

Other Attachment

If you have additional documentation you wish to provide, please upload it here. File size limitation is 250MB. If your files are larger than the limitation, a zip file containing the documents can also be uploaded.

Bid Attributes

1	Introduction There are attributes, including this one, associated with this proposal. Some are notes and require no response, but most have a required response. **Please select each page on the right-hand side of the blue bar below (at the bottom of this list of attributes) in order to view the next page of Bid Attributes, if applicable.**
2	Bid Response Submission and Opening The City of Nixa prefers responses to be submitted online via our electronic system. Submissions shall be submitted no later than the date and time stated. No email submissions will be accepted. Any bid received later than the specified time shall be disqualified. For any questions, please contact the Purchasing Department at 417.449.0555. If the City of Nixa office where bids/proposals are to be submitted is closed due to inclement weather, natural disaster, or for any other cause including if the electronic bid system is unavailable on the due date, the deadline for submission shall be extended until the next City calendar business day, unless the bidder is otherwise notified. The time of day for submission shall remain the same.
3	Attachments Required Be sure to upload all required documents and forms to the "Response Attachments" Tab.
4	Bid Award The City of Nixa reserves the right to award Bids to the Vendor whose bid response best serves the City's best interest. The City reserves the right to reject any and all Bids or waive any minor irregularity or technicality in Bids received. ☐ I acknowledge. (Required: Check if applicable)

5 Bid Bond/Performance Bond/Insurance Requirements

The City of Nixa has requirements which will need to be completed by the awarded vendor. Please review the information below regarding Bid Bond/Security information as well as information on insurance and special requirements expected from the awarded vendor for this project. Acknowledge your understanding below.

Requirement for Bid Security – Bid security bond is required for all construction when the bid amount is \$20,000.00 or greater or deemed necessary by the City. Bid security shall be a bond provided by a surety company authorized to do business in this state, or the equivalent in cash, or otherwise supplied in a form satisfactory to the City in an amount equal to at least 5% of the amount of the bid. Failure to provide security will result in the bid being rejected. If the bidder fails to honor his bid for any reason, then such bid security may be retained by the City and deposited to the General Fund. The City has the right to hold bidders' bonds until the awarded contract is executed.

Contract Performance and Payment Bonds – When a construction contract is awarded, for an amount exceeding \$20,000.00, a bond shall be delivered to the City and shall become binding on the parties upon the execution of the contract; which bond shall be a performance, labor, and materials bond satisfactory to the City, executed by a surety company authorized to do business in this state or otherwise secured in a manner satisfactory to the City, in an amount equal to 100% of the price specified in the contract.

Insurance - All contracts between the City and a Contractor shall state that Contractor shall include the City as "additional insured" during the term of the contract. Workers Compensation amount and type shall be in full compliance with applicable statutory requirements, and Employer Liability Coverage limits is to be provided consistent with any applicable legal requirements. Commercial General Liability and Comprehensive Automobile Liability coverage are to be in the amount equal to the sovereign immunity limits for Missouri public entities as calculated and published in Section 537.610 RSMo. In addition, for any projects utilizing state or federal transportation funds, Insurance requirements shall meet those necessary to comply with those funding requirements.

E-Verify, Federal Work Authorization - Pursuant to RSMo 285.530, if the Vendor meets the definition of RSMo 285.525 of a "Business Entity", the Vendor must affirm its enrollment and participation in the E-Verify federal work authorization program with respect to its employees hired after enrollment in the program who are proposed to work in connection with the services the City is bidding / contracting. The document is required for services when the awarded dollar value is equal or greater than \$5,000.00. OSHA Training Program - Contractors on public works projects shall comply with all requirements of Section 292.675, RSMo., regarding completion of a construction safety program by all employees on the project.

☐ I acknowledge.

(Required: Check if applicable)

6 Anti-Collusion Statement

By offering a submission to this Bid, the bidder certifies the bidder has not divulged, discussed, or compared the Bid with other bidders and has not colluded with any other bidder or parties whatsoever. The bidder also certifies, and in the case of a joint Bid, each party thereto certifies as to their own organization, that in connection with this Bid:

Any prices and/or cost data submitted have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices and/or cost data, with any other bidder or with any competitor.

Any prices and/or cost data for this Bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder prior to the scheduled opening directly or indirectly to any other bidder or to any competitor.

No attempt has been made or will be made by the bidder to induce any other person or firm to submit or not to submit a Bid for the purpose of restricting competition.

The only person or persons interested in this Bid, principal or principals are named therein and that no person other than therein mentioned has any interest in this Bid or in the contract to be entered into.

No person or agency has been employed or retained to solicit or secure the contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee exempting bona fide employees or established commercial agencies maintained by the Purchaser for the purpose of doing business.

I affirm that I am duly authorized to execute this contract; that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

☐ I agree.

(Required: Check if applicable)

7 General Terms and Conditions

Download the General Terms and Conditions, located on the "Attachments" tab. Thoroughly review and indicate below.

☐ I have downloaded, read and understand.

(Required: Check if applicable)

8 Vendor Verification

The City of Nixa has utilized Payment Works for vendor verification. If awarded the bid, you will receive an email to register with Payment Works and upload your vendor information. By acknowledging this item, you agree to follow thru and register thru Payment Works to be a vendor with the City, as requested.

☐ I acknowledge.

(Required: Check if applicable)

9 Business License

The City of Nixa has a Business License Code which requires all businesses performing a service within the city limits, regardless of their physical location, to obtain a business license. If awarded the bid, as a part of the contract, you and any subcontractors will be required to obtain a business license before any work shall begin.

☐ I understand and agree to comply.

(Required: Check if applicable)

10 Contract affidavits

In the "Attachments Tab", you will find affidavits we will ask for when we execute the contract. In an effort to save time, download, complete and upload the documents in the Response Attachments.

☐ I understand and agree to comply.

(Optional: Check if applicable)

Bid Lines

1	Please indicate the total cost to complete the project. <i>(Response required)</i>		
	UOM: EA	Price: \$	Total: \$
	Supplier Notes:		
	☐ No bid ☐ Additional notes <i>(Attach separate sheet)</i>		
Item Attributes			
1. Estimated Completion Timeframe			
Please list the estimated timeframe for completion.			
<i>(Required: Maximum 10 characters allowed)</i>			

Supplier Information

Company Name:

Contact Name:

Address:

Phone:

Fax:

Email:

Supplier Notes

By signing below, the bidder shall hereby declare understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein and the Terms and Conditions. The bidder shall further agree that the language of this RFB shall govern in the event of a conflict with his/her bid. In addition, the bidder shall further agree that upon receipt of an authorized purchase order from the City of Nixa or when a Contract Resolution is signed and issued by an authorized official of the City of Nixa, a binding contract shall exist between the bidder and the City of Nixa.

Print Name

Signature

Scope of Work: Municipal Parking Lot Sealcoating and Striping

Project: Parking Lot Sealcoating and Striping.

Location: 701 N. Taylor Way, Nixa, Missouri

1. Project Summary. This Scope of Work outlines the requirements for the sealcoating and striping of the municipal parking lot located at 701 N. Taylor Way in Nixa, Missouri. The project involves the application of a protective sealant to approximately 6940 linear feet of existing, unsealed asphalt and the subsequent re-striping of all pavement markings. The work must be completed in two distinct stages to ensure continuous emergency access.

2. Contractor Responsibilities. The Contractor shall be responsible for furnishing all labor, materials, equipment, supervision, and incidentals necessary to perform the work as described in this document. This includes, but is not limited to, surface preparation, material application, pavement striping, traffic control, and site cleanup

3. Project Staging. To maintain access for emergency vehicles, the project shall be executed in the following two stages to be approved by the department prior to work commencing.

4. Detailed Work Specifications.

4.1. Surface Preparation.

4.1.1. Cleaning: The Contractor shall thoroughly clean all asphalt surfaces to be sealed, removing all dirt, debris, sand, gravel, vegetation, and loose asphalt. Methods shall include power blowing and/or mechanical sweeping.

4.1.2. Stain Treatment: All oil, grease, and gasoline stains shall be treated with an appropriate primer prior to the application of the sealant to ensure proper adhesion.

4.1.3. Crack Preparation: All cracks with a width of 1/4 inch or greater shall be cleaned of all vegetation and debris using a hot air lance or compressed air.

4.2. Crack Sealing. Following proper preparation, all designated cracks shall be filled with a hot-applied, polymer-modified joint sealant that meets or exceeds ASTM D6690 Type II specifications. The sealant shall be applied flush with the pavement surface and allowed to cure fully before the sealcoat is applied.

4.3. Sealcoat Application.

4.3.1. Material: The Contractor shall apply Star Seal Supreme blend bulk asphalt sealing material or a pre-approved equivalent. Any proposed equivalent must be

submitted to the City for approval no later than ten (10) business days prior to the project start date.

4.3.2. Application: The sealant shall be applied uniformly across the entire surface according to the manufacturer's specifications. A minimum of two coats shall be applied. The first coat shall be allowed to dry completely before the application of the second coat. Application shall be performed using a calibrated, truck-mounted squeegee or spray unit equipped with a mechanical agitator.

4.4. Pavement Striping.

4.4.1. Upon full curing of the final sealcoat layer, the Contractor shall re-stripe the parking lot according to the existing layout, including all parking stalls, directional arrows, handicap symbols, and any other specified markings.

4.4.2. All lines shall be straight and uniform in width (4 inches unless otherwise specified).

4.4.3. Paint shall be a high-quality, durable traffic marking paint approved for use on asphalt surfaces.

5. Traffic Control and Signage.

5.1. The Contractor shall be solely responsible for providing, installing, and maintaining all necessary traffic control devices, including barricades, cones, and signage, to ensure the safety of the public and work personnel for the duration of the project.

5.2. The work area for each stage must be completely closed to vehicle and pedestrian traffic until the sealant and striping are fully cured.

6. Scheduling and Notification.

6.1. The Contractor must provide the City with a minimum of two weeks' notice before commencing any work on-site.

6.2. A minimum of one week's notice is required between the completion of Stage One and the beginning of Stage Two.

6.3. Work shall be performed only during favorable weather conditions. The sealant manufacturer's recommendations for temperature and precipitation shall be strictly followed.

7. Site Cleanup. The Contractor shall remove all debris, equipment, and materials from the site upon completion of the project. The parking lot shall be left in a clean and orderly condition.

8. Warranty. The Contractor shall warrant all labor and materials for this project for a period of 1 year from the date of final acceptance by the City.

8.1. Scope of Warranty: This warranty shall cover any defects in workmanship, including but not limited to, peeling, flaking, or improper adhesion of the sealcoat. It also covers any manufacturer-certified defects in the materials applied. Upon notification by the City, the Contractor shall, at their own expense, repair the defective areas to the City's satisfaction.

8.2. Exclusions: This warranty does not cover: (a) normal wear and tear; (b) damage caused by snowplows, tire chains, or other heavy equipment; (c) damage from chemical spills, including oil and gasoline; (d) failure of the underlying asphalt sub-base; or (e) damage resulting from Acts of God.

The final Scope of Services is subject to change following the selection process and contract negotiations with the selected vendor. The City reserves the right to make revisions.