

March 15, 2011

**Re: 2011 US 52/Sagamore Parkway Median Islands Landscape Maintenance**

This is to inform you that the City of West Lafayette is requesting quotes for the 2011 US 52/Sagamore Parkway Median Islands Landscape Maintenance. **Sealed** quotes must be submitted by 4 PM on Friday, April 1 to:

Judith Rhodes, Clerk-Treasurer  
City of West Lafayette  
609 West Navajo Street  
West Lafayette, IN 47906

Mark the outside of the envelope: 2011 US 52/Sagamore Parkway Median Islands Landscape Maintenance. Quotes will be opened at the Board of Works meeting scheduled for 8:30 a.m. on Monday, April 4, 2011. A City purchase order will be issued to the contractor with the most responsive and responsible quote. The City reserves the right to waive any and all irregularities in the quote process and procedures.

The maps showing the locations of the islands, numbered 5-10, where the work is to be completed, are part of the attached INDOT permit issued for the landscape maintenance work. A new permit will be provided prior to expiration of the existing permit. INDOT traffic control requirements must be met, along with West Lafayette's Landscaping Standard Details and Specifications (included in the Typical Construction Guidelines and Details available at: [www.westlafayette.in.gov/departments/engineering](http://www.westlafayette.in.gov/departments/engineering)). An electronic traffic control sign may be made available on a daily basis for the landscape maintenance work through coordination with West Lafayette Parks and Recreation.

Please contact me at 775-5124 or [dbeasley@westlafayette.in.gov](mailto:dbeasley@westlafayette.in.gov) for any additional information.

Sincerely,

Diane Beasley  
Beautification  
West Lafayette Parks and Recreation

CC: Judith Rhodes  
Joe Payne  
Lee Booth

**West Lafayette Parks and Recreation  
2011 US 52/Sagamore Pkwy Median Islands Landscape Maintenance**

**QUOTE SHEET**

The Contractor will be responsible for pruning shrubs and cutting back daffodils; trash removal, weed removal and follow-up spray applications; pre-emergent application to all medians before covering with 2" hardwood mulch. Before April 24, 2011, all beds should be free of trash and weeds and pre-emergent applied. By May 23<sup>rd</sup>, all beds should be weeded, mulched, sprayed with herbicide and shrubs pruned. By August 8<sup>th</sup>, beds should be weeded, sprayed with herbicide and shrubs pruned.

Unit prices are to be quoted for possible additions or deductions to the contract. The right is reserved to reject any and all unit prices which are considered excessive. Indiana Department of Transportation traffic regulations must be observed when working on medians. Just email: dbeasley@westlafayette.in.gov for a copy.

CALCULATE TOTAL LUMP SUM COST TO PROVIDE MATERIALS, LABOR AND EQUIPMENT NECESSARY TO WEED, PRUNE AND MULCH MEDIANS. PLEASE ITEMIZE WORK. CLEAN-UP MAY BEGIN UPON APPROVAL OF THE PROPOSED WORK SCHEDULE BY WEST LAFAYETTE PARKS AND RECREATION, FOLLOWING THE ISSUANCE OF A PURCHASE ORDER. ALL WORK IS TO BE COMPLETED BY DATES SPECIFIED ABOVE.

TOTAL LUMP SUM COST \_\_\_\_\_

ITEM #	ITEM #	UNIT	UNIT PRICE		TOTAL PRICE
1	Weeding/trash removal			=	
2	Pruning			=	
3	Herbicide application 4000 sq. ft			=	
4	Pre-emergent application			=	
5	Coarse hardwood mulch 40 yards			=	
			TOTAL		

CONTRACTOR'S NAME: \_\_\_\_\_ Date \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ Phone \_\_\_\_\_

## Landscape Contractors

Bellinger's Professional Grounds Maintenance, Inc.  
4902 St. Rd. 25  
West Lafayette, IN 47906

Bennett's Greenhouse  
3651 McCarty Lane  
Lafayette, IN 47903

Freedom Lawns  
7695 W. Division Line Rd.  
Delphi, IN 46923

Garden Art  
3820 Walnut St.  
West Lafayette, IN 47906

Jenkins Country Gardens  
7495 N. 600 E.  
Pine Village, IN 47975

Lawn & Shrub  
3721 N. 500 E.  
Lafayette, IN 47906

TruGreen  
3308 Imperial Pkwy Suite E  
Lafayette, IN 47909



**RIGHT OF WAY PERMIT**

State Form 41769 (R5 / 3-00)

Approved by State Board of Accounts, 2000

Approved by Auditor of State, 2000

**STATE OF INDIANA  
INDIANA DEPARTMENT OF TRANSPORTATION**

Type of Permit:		
<input type="checkbox"/> Excavation	<input type="checkbox"/> Pole Line	<input type="checkbox"/> Bridge Attachment <input checked="" type="checkbox"/> Miscellaneous
District <b>Crawfordsville</b>	Subdistrict <b>Fowler</b>	Telephone number <b>765-361-5254 Ext 254</b>
Project locations: <b>US-52 in West Lafayette, median islands #5 through #10 on attachments</b>		Reference pt. number <b>42.70 - 44.50</b>
Project description: <b>Clean up of six landscaped median islands, including weeding/trash removal, pruning, mulching.</b>		
Project purpose: <b>To clean up (weed, Prune, mulch) six landscape islands in INDOT's US-52 right of way to eliminate the safety and aesthetic problems that they have become.</b>		
Bond required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If Yes, Penal Sum \$ --	Bond number --
PERMIT FEE: (Make check or bank draft payable to "Indiana Department of Transportation") \$ <b>0</b>		
SPECIAL PROVISIONS: <b>THE APPLICANT AGREES TO INDEMNIFY, DEFEND, EXCULPATE, AND HOLD HARMLESS THE STATE OF INDIANA, ITS OFFICIALS AND EMPLOYEES FROM ANY LIABILITY DUE TO LOSS, DAMAGE, INJURIES, OR OTHER CASUALTIES OF WHATSOEVER KIND, OR BY WHOMSOEVER CAUSED, TO THE PERSON OR PROPERTY OF ANYONE ON OR OFF THE RIGHT-OF-WAY ARISING OUT OF, OR RESULTING FROM THE ISSUANCE OF THIS PERMIT OR THE WORK CONNECTED THEREWITH, OR FROM THE INSTALLATION, EXISTENCE, USE, MAINTENANCE, CONDITIONS, REPAIRS, ALTERATION, OR REMOVAL OF ANY EQUIPMENT OR MATERIAL, WHETHER DUE IN WHOLE OR IN PART TO THE NEGLIGENT ACTS OR OMISSIONS (1) OF THE STATE, ITS OFFICIALS, AGENTS, OR EMPLOYEES; OR (2) OF THE APPLICANT, HIS AGENTS, OR EMPLOYEES, OR OTHER PERSONS ENGAGED IN THE PERFORMANCE OF THE WORK, OR (3) THE JOINT NEGLIGENCE OF ANY OF THEM; INCLUDING ANY CLAIMS ARISING OUT OF THE WORKMEN'S COMPENSATION ACT OR ANY OTHER LAW, ORDINANCE, ORDER, OR DECREE. THE APPLICANT ALSO AGREES TO PAY ALL REASONABLE EXPENSES AND ATTORNEY'S FEES INCURRED BY OR IMPOSED ON THE STATE IN CONNECTION HEREWITH IN THE EVENT THAT THE APPLICANT SHALL DEFAULT UNDER THE PROVISIONS OF THIS PARAGRAPH.</b>		
Signature of permit applicant	Printed name of permit applicant <b>David Buck</b>	
Name of company organization <b>West Lafayette</b>	Telephone number <b>765-775-5100</b>	
Address (number and street, city, state, ZIP code) <b>609 W. Navajo St. West Lafayette, IN 47906</b>		
Inspector <b>Terri Griffin</b>		
District Regulatory Supervisor <b>Bill Smith</b>		
District Director		

Application number  
**T0000046571**

Road number  
**US-52**

County number  
**79**

Expiration date  
**6/15/2011**

Issue date  
**6/15/2010**

Permit number  
**M10C3M10007**

requirements imposed pursuant to Title 49, Code of federal Regulations, Department of Transportation, Subtitle A, Office of the secretary, part 21 Nondiscrimination in Federally-assisted programs of the Department of Transportation – Effectuation of title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.



**RIGHT-OF-WAY PERMIT  
SPECIAL PROVISIONS**

State Form 3321 (R4/2-00)

1. All existing utilities and other underground facilities such as traffic signal appurtenances must be located prior to commencing excavation.
2. The permittee shall not disturb nor manipulate any existing traffic control devices. Any damages to a traffic control device shall be repaired immediately at the permittee's expense by a State prequalified contractor. Contact the Signal Technician at the appropriate District Office (see telephone numbers on page 3) five days prior to doing work in the right-of-way that will effect any existing traffic control devices.
3. All cuts and trenches in and across the Right-of-Way of the State Highway shall be made by the permittee. After the work of installation of the project, the permittee shall restore all pavement surfaces and Right-of-Way according to requirements, specifications, and under the inspection of the Department of Transportation.
4. If private drives or commercial drives with a paved surface are to be open cut, a letter of approval must be obtained from the drive owner.

**5. Pavement Removal**

- a) Bituminous Pavement – The trench or area to be removed shall be sawed to a minimum depth of 2 inches. Breakage shall be confined to required lines. The edge of the area after removal shall be such that the maximum variation from the vertical will not exceed 1 ½ inches. In trimming and straightening these edges it may be necessary to use hand methods. Methods and equipment used in cutting, breaking, and removal shall not cause undue breakage, excessive shattering or spalling of the bituminous pavement to be left in place.
- b) Concrete Pavement – The depth of the concrete pavement shall be the same as the removed pavement except it shall be a minimum of 9 inches. Anchor bolts shall be placed along all sides of the removed area. The spacing shall be 3 feet center to center on the transverse side and 5 feet center to center on the longitudinal side with a minimum of 2 anchor bolts on a side. The anchor bolts and steel reinforcing shall be the same type and shall be placed as specified in Department of Transportation Standard Sheets. The concrete used shall be high early strength as set out in the Indiana Standard Specifications, except test beams will not be required.
- c) Bituminous Pavement over Concrete Pavement – The concrete pavement replacement shall consist of 9 Inches of high early strength concrete placed so the top elevation of the new concrete is the same as the top elevation of the original concrete payment or original brick pavement. The concrete used shall be high early strength as set out in the Indiana Standard Specification, except test beams will not be required. The portion of the pavement replacement, from the top of the new concrete pavement to the present pavement elevation shall consist of a bituminous base mixture placed in thoroughly compacted lifts of no more than 3 inches in depth, and the top lift of 1 inch shall be a bituminous surface mixture properly compacted. All exposed bituminous edges shall be treated with bituminous tack. A “Wacker-Rammer” compactor or equivalent shall be used for compacting the bituminous mixtures. The surface course shall meet Department of Transportation Specifications for smoothness.

**SUB-GRADE**

The sub-grade on which the concrete or bituminous mixture is to be placed shall be compacted thoroughly prior to the placing of the pavement.

6. All cuts in the pavement area shall be opened to traffic at all times except when the permittee is working at the site. If the cut in the pavement cannot be completed in the working day, it shall be temporarily backfilled, with the top 3 inches consisting of a temporary bituminous mixture, or the cut can be covered with a steel plate of

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T0000046571

Road number  
US-52

County  
79

Expiration date  
6/15/2011

Issue date  
6/15/2010

Permit number  
M10C3MI0007

sufficient size and thickness to satisfactorily carry the traffic. The steel plate shall be properly fastened down so as not to create a hazard. A steel plate shall also be used to cover any concrete area during the curing period. All steel plates must be labeled for emergency notification. Utility company name and 24 hour notification telephone number shall be visible at all time.

7. (A) All excavation from cuts in the pavement and shoulder area shall be removed from the Right-of-Way. The backfilling of this area shall be Compacted Aggregate Base or "B" Borrow. The compacted aggregate base or "B" Borrow shall extend beyond the shoulder line at a slope of 1 to 1. This backfill shall meet Department of Transportation Standard Specifications.  
  
(B) Backfilling of all trenches outside of the shoulder lines on State Highway Right-of-Way shall be made with pit run sand and gravel mixture or with material acceptable to the Department of Transportation, except for the Top 12 inches which must be filled with top soil and compacted. Grass seed and fertilizer shall then be placed on the top soil which has been prepared in accordance with Department of Transportation Specifications on seed bed preparation.
  - a) When the trench is excavated or plowed in a lawn area that is moved, the applicant shall replace all disturbed areas with sod. The sod shall be place and maintained according to the Department of Transportation Specifications.
  - b) Sod may be required at other areas where erosions may be a problem.
8. The permittee shall at all times protect the pavement surface and right-of-way from damage due to the use of heavy equipment, and shall provide and use approved pads, planks, or dirt cushion to protect against other damage. Immediately before any section of the highway is to be placed back in use for traffic, the permittee shall remove all excess dirt and sweep the pavement surface to eliminate unnecessary dust hazards.
9. The Permit Inspector in the local subdistrict or district office shall be notified 24 hours in advance of the pouring of concrete or the placing of bituminous mixture. (see telephone numbers on page 3)
10. Tunneling under State Highway pavements will be allowed when approved by the Department of Transportation. Pipe for such tunnels shall be approved pipe as specified on the plans, inserted in the tunnel lining and the excess space filled wit concrete as specified on the plans. Tunneling methods, supports and operations shall be subject to the approval of the representative of the Department of Transportation assigned to inspect the work. Proper backfilling must be done around the tunnel lining in order to prevent any settling of the pavement and Right-of-Way.
11. The top elevation of all manholes shall be held to ground or road surface level.
12. The permittee shall be responsible for the proper replacement of any driveways, driveway pipes or sidewalks That are disturbed during the permit work.
13. Drainage on shoulders, ditches, or otherwise on the Right-of-Way shall not be obstructed. Appropriate control measures shall be followed to protect the right-of-way from erosion.
14. All permits shall conform to the current INDOT Utility Accommodation Policy.
15. Within seven (7) days after a new installation or repair to an existing installation is performed, all excess dirt or obstruction caused by the installation or repair must be removed and the area must be restored to a condition by the permittee so as not to interfere with mowing the Highway Right-of-Way.
16. Upon completion of all pavement cuts and before work crew leaves the work area, the permittee shall furnish and place the appropriate color spot on the existing road surface next to the side of cut nearest the edge pavement.
17. The permittee agrees, as a condition of approval of this permit, to move or remove any structures installed under this permit, at the permittee's own expense should future traffic conditions or road improvement necessitate and when requested to do so by INDOT except for on the National System of Interstate and Defense Highways as outlined in the Indiana Code.
18. Work shall be performed in accordance with the attached plans.
19. If at any time in the future, this installation should become damaged due to normal maintenance or roadwork

by the INDOT, the permittee shall be responsible for all repairs, and cost of repairs that may arise from such damage.

20. Any poles installed under this permit, including brace poles and guy poles should be placed within 1'6" of the Right-of-Way line. Exceptions to this placement policy will be granted only for special conditions and must be explained on the application.
21. Any pole line installed under this permit will comply with all regulation outlined in the National Electrical Safety Code, and any other handbook issued by the Department of Commerce Bureau of Standards, which refers to the installation and maintenance of communication lines.
22. No trees or plants on the Right-of-Way of any State Highway will be trimmed or removed without written permission from the Department of Transportation.
23. Work performed under his permit will not interfere in any way with any pole line or other existing structure along or across the State Highway.
24. Work within the sodded areas of the Right-of-Way is not to be performed during wet periods. Any damage to the sodded areas of the Right-of-Way must be repaired and properly seeded.
25. If traffic is to be stopped on the highway the applicant must notify State Police for assistance in traffic control within five (5) days prior to construction. Traffic will not be stopped longer than five (5) minutes.

#### INDOT DISTRICT OFFICES

Crawfordsville District  
P.O. Box 667  
Crawfordsville, IN 47933  
(765) 362-3700

Fort Wayne District  
5333 Hatfield Road  
Fort Wayne, IN 46808  
(219) 484-9541

Greenfield District  
P.O. Box 667  
Greenfield, IN 46140  
(317) 462-7751

LaPorte District  
P.O. Box 429  
LaPorte, IN 46350  
(219) 362-6125

Seymour District  
185 Agrico Lane  
Seymour, IN 47274  
(812) 524-3700

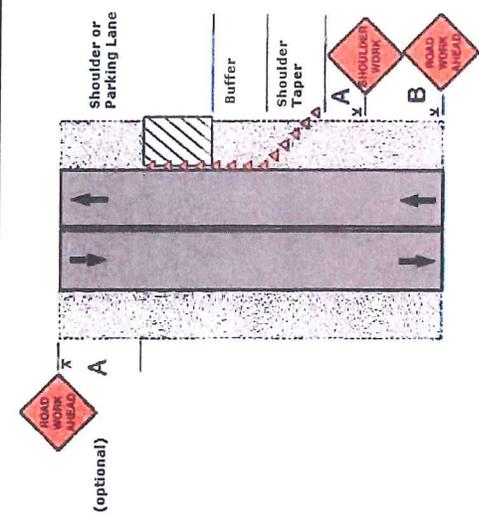
Vincennes District  
2526 N. 6th Street  
Vincennes, IN 47591  
(812) 882-8330



# INDIANA DEPARTMENT OF TRANSPORTATION PERMIT SECTION – TRAFFIC CONTROL STANDARDS

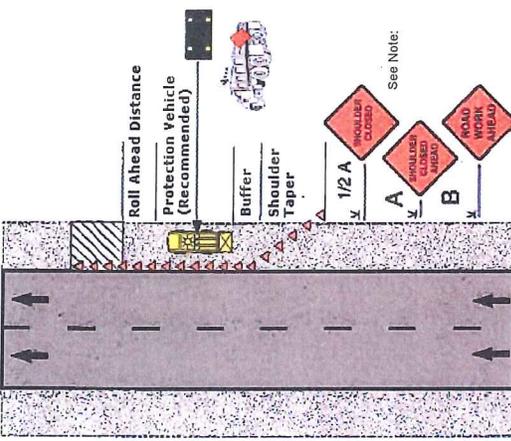


## Examples are for Short Term Stationary Work - 1 to 12 hours Shoulder Work on Two Lane Roadway



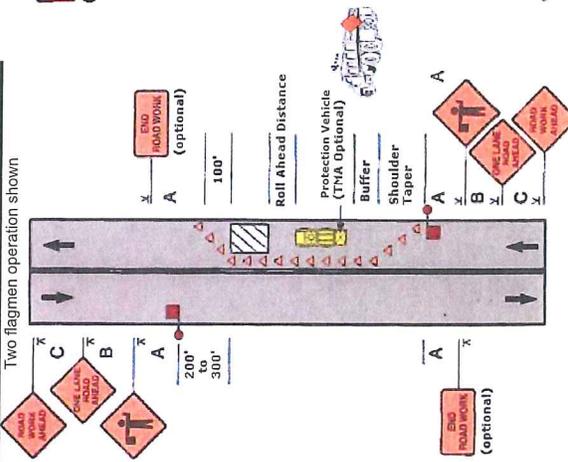
\*\*\*Note: "Workers" or "Utility Work Ahead" signs may be used instead of the "Shoulder Work" or "Road Work Ahead" Signs

## Shoulder Work on Multi-Lane Roadway

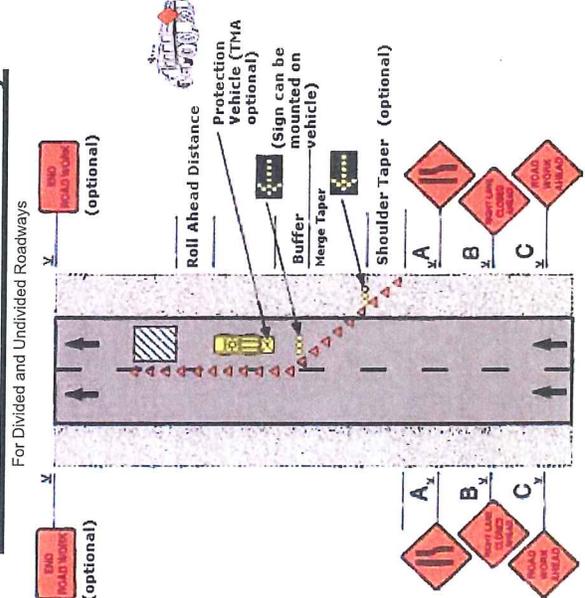


\*\*\*Note: "Shoulder Closed" signs should be used on limited access highways where there is no opportunity for disabled vehicles to pull off the traveled way. Use "Shoulder Work" signs otherwise.

## Lane Closure on Two Lane Roadway



## Lane Closure on Multi-Lane Roadway



\*\*\*Protection Vehicles can NOT be work vehicles\*\*\*

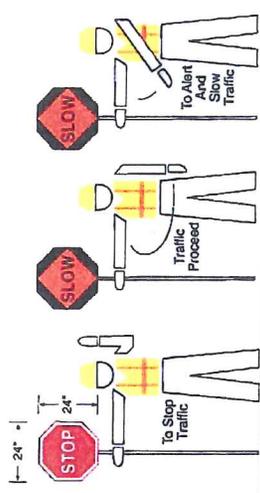
### LEGEND

	Channeling Device		Portable Sign		Work Area
	Arrow Board Display		Arrow Board Display Symbol		Warning Sign
	Flagman Symbol		Protection Vehicle w/ Flashing Lights		Protection Vehicle w/ Truck Mounted Attenuator (TMA)

### FLAGMEN STANDARDS AND PROCEDURES

If flaggers are to be used they must be properly trained and equipped at all times.

\*\*\*Only Stop/Slow paddles are allowed while flagging on State Right-Of-Way\*\*\*



### ACCEPTABLE CHANNELING DEVICES

1. Stripes on barricade rails slope degrees toward the direction downward at an angle of 45 degrees to pass
2. Barricade rail stripe widths shall be 6 inches except where the rail lengths are less than 36 inches, then 4 inch wide stripes may be used.
3. The sides of the barricades facing traffic shall have retroreflective rail faces.
4. All channelizing devices should meet National Highway Research Program (NCHRP) Report 350 Crash Test Requirements.
5. 20 ft. maximum spacing of channelizing devices on 2 lane roads
6. 40 ft. maximum spacing of channelizing devices on 4+ lane roads

### DIMENSIONAL DISTANCE SPECIFICATIONS

Distances shown are approximate. Spacing and Distances should be adjusted for curves, hills, intersections, driveways, etc..., to improve sight visibility.

Speed mph	Buffer ft.	Taper Length	Cone Spacing	Cone Offset	# of Cones	Description
30	85	100'	20'	2'-5"	6	2-Way Tapers
35	120	200'	20'	1'-0"	12	Shoulder Tapers
40	170	340'	20'	0'-8"	18	Shifting Tapers, Low Speed
45	220					Merging Tapers
50	280					Multi Lane Road
55	335					Merging Tapers
60	415					Merging Tapers
65	485					Merging Tapers

Sign Spacing			Roll Ahead	
25-30 mph	35-40 mph	45-55 mph	Speed Mph	Dist.
A 200	350	500	0-45	150
B 200	350	500	50-55	200
C 200	350	500	60+	275

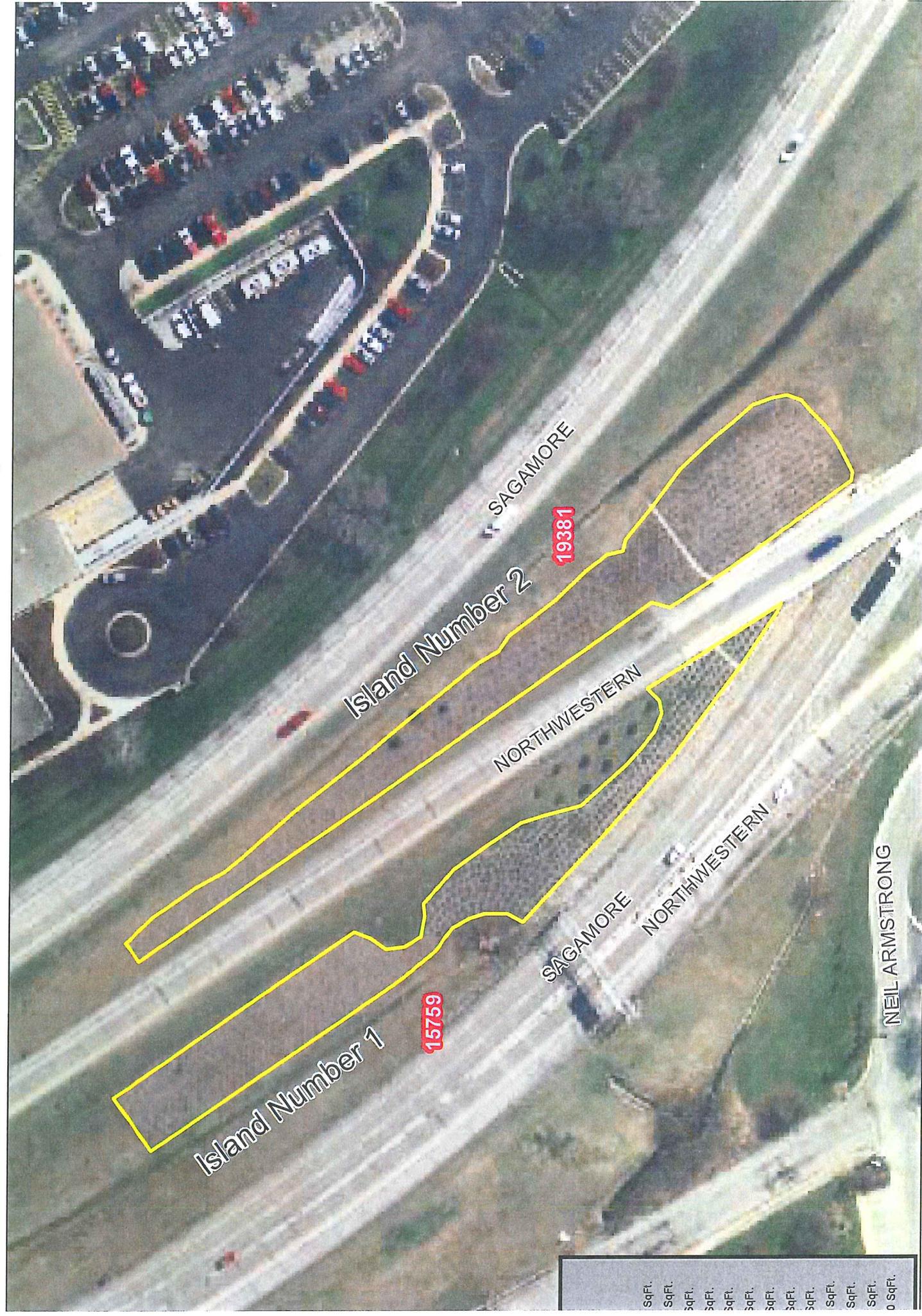
**DISCLAIMER...** The purpose of this document is to present guidelines for work zone traffic control. This covers the basic requirements set forth in Part VI of the Manual on Uniform Traffic Control Devices (MUTCD) as it pertains to Right-Of-Way Permit work. Any changes or additions of traffic control of protection can be requested per the INDOT District Permit Sections. This document MUST accompany the Right-Of-Way Permit Application. Created by INDOT - February 2005



## ADDITIONAL SPECIAL PROVISIONS FOR T0000046571

1. The thru lane(s) adjacent to the curb(s) must be shut down to maximize the safety of the workers. If the workers are only in half of the medians then only one side needs to be shut down.
2. The permitted shall maintain all necessary traffic control signs, barricades, detour signs, and other traffic control devices required to safely direct traffic over or around the part of the highway where permitted operations are to be done. Please refer to page 26 of the [Work Zone Safety Manual](#) for proper TTC. The complete manual can be found at: <http://www.in.gov/indot/2376.htm>
3. The permitted shall notify the DOT sub district five (5) working days preceding the beginning of any work activity. Contact Kenny Robertson @ 765-884-1500. This is to ensure that the permitted do not interfere with scheduled maintenance activities.
4. It is REQUIRED to contact the INDOT Crawfordsville District office to report when work at this location, which will cause delays or lane restrictions, will begin and end. Please contact Carla Sheets at 765-361-5606 to report beginning and ending dates of travel restrictions. If the work time must be modified, report to Carla Sheets at 765-361-5606. You may also fax this information to 765-364-9226 attention Permit Department.

52 West Lafayette Landscape Areas (Sagamore Parkway, west to east, US 231 to SR 4)



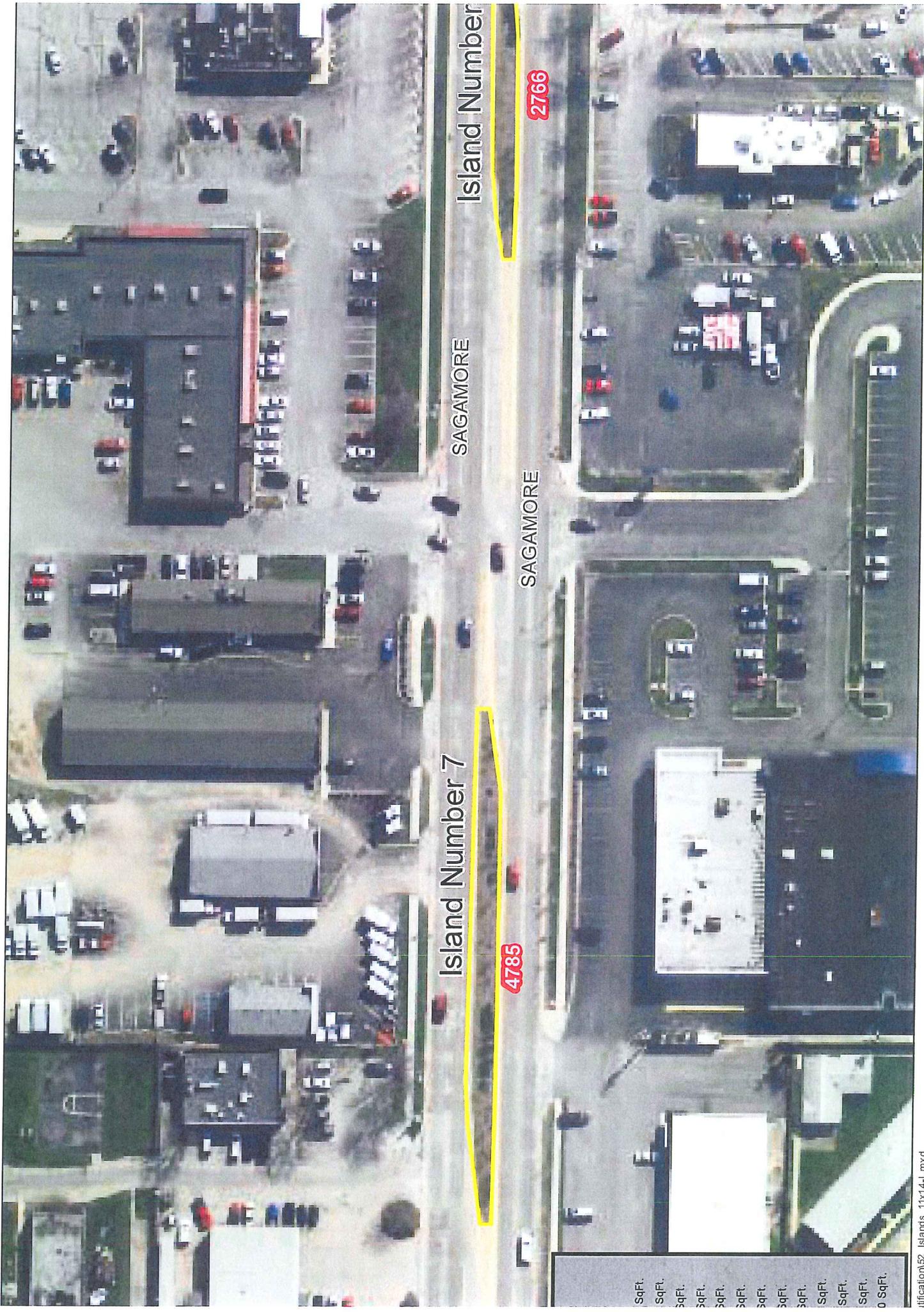
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52 West Lafayette Landscape Areas (Sagamore Parkway, west to east, US 231 to SR 4.



52 West Lafayette Landscape Areas (Sagamore Parkway, west to east, US 231 to SR 4)



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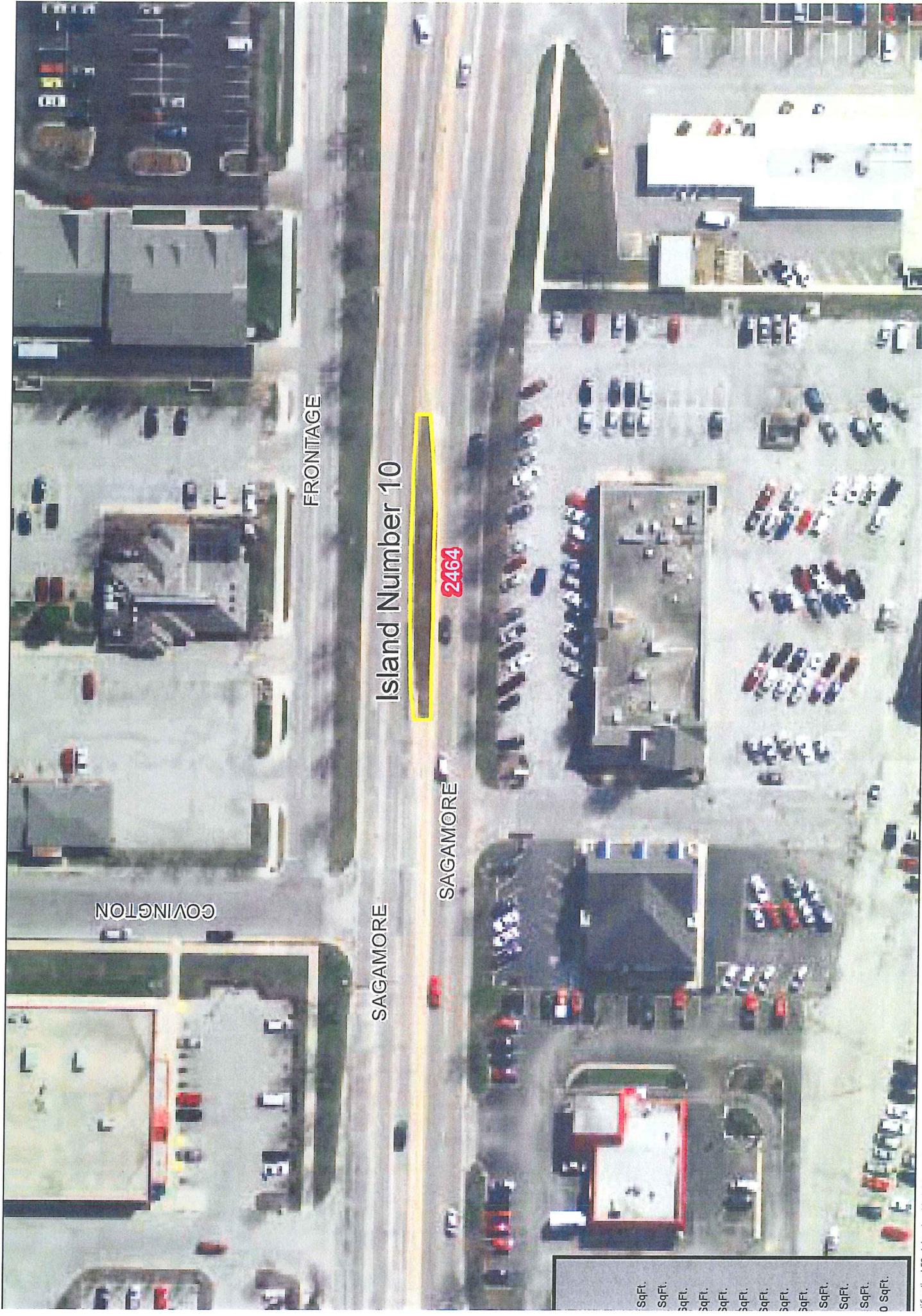
52 West Lafayette Landscape Areas (Sagamore Parkway, west to east, US 231 to SR 4



GOVINGTON

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52 West Lafayette Landscape Areas (Sagamore Parkway, west to east, US 231 to SR 4



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