

Inland Commercial Property Management, Inc.

2901 Butterfield Road

Oak Brook, IL 60523

Phone: 877.206.5656

Fax: 630.218.5270

Request for Proposal

Date: March 12, 2009

Submit to: Dale Rammien
E-mail: drammien@inlandrealestate.com
Fax: 630.645.3785

Submittal Closure Date: April 15, 2009 at 12:00 PM

Subject: Asphalt Parking Lots Restoration and Maintenance – Retail Shopping Centers
(See: 2009 Parking Lot Maintenance and Repair)

Section I:

Scope of Work: To include asphalt restoration patching, over-layment of asphalt, crack-filling / crack-sealing, seal-coating, and re-striping of parking lots on the neighborhood retail center properties specified by Inland Commercial Property Management, Inc.

- Asphalt restoration patching includes neatly saw-cutting the perimeters of the deteriorated and damaged asphalt pavement, and its replacement per industry standards.
- Asphalt over-lay includes preparing existing pavement, edge-milling at curbs, ramps, and other joints according to industry standards, leveling when necessary, adjusting for drainage when ponding issues exist, and applying appropriate binder coat.
- Crack-filling / crack-sealing includes routing cracks, filling, and banding with crack sealant.
- Seal-coating includes one, two, and three coats of asphalt coal tar emulsion sealer, per industry standards.
- Re-Striping includes all standard parking stalls, ADA HC Accessible parking stalls, access aisles/routes, directional markings, traffic lanes, stop bars, curbs, fire lanes, and all other existing entrance, drive, and parking lot painting.
- All excavated pavement, debris, and other waste materials shall be removed from the site and disposed of legally.

All work and materials shall comply with Inland Commercial Property Management, Inc. specifications, and applicable Federal, State, and Municipal codes and standards.

Section II:

Proposal: Proposed pricing should be for the requested specified work. Contractor may propose additional and/or optional work and pricing, but this work shall be identified and priced separately.

Work and pricing should be proposed as being done during normal work day hours. The contractor shall review proposed job completion schedules with the property manager to obtain scheduling approval. Work often done by the contractor during other hours and night-time hours may be included as an option in the proposal; however, if awarded the work, the contractor shall obtain the property manager approval for all work proposed to be done during other hours and night-time hours.

Plans and Specifications: Site Plans provided with this RFP identify the parking lots, traffic lanes, and work areas. If questions arise about property boundaries and specified work areas, contractor should contact the property manager (if unavailable, contact the Maintenance Department).

All required approvals and permits must be obtained before work is started. The contractor shall use materials and applications approved and specified by Federal, State, and Municipal authorities, and ASTM. The contractor shall take all reasonable actions to protect private and public areas, as well as the public.

Variances from stated requirements may be exercised when proposed methods and materials exceed these specifications, or when approved by Inland Commercial Property Management, Inc. in advance of the work to be performed.

- Asphalt Restoration Patching – Deteriorated and damaged pavement shall be removed to a depth of 3-inch minimum. Sub-base shall be restored as necessary, asphalt base shall be replaced (in 1 ½ inch lifts), and the surface mixture shall be placed (1 ½ inch minimum compacted thickness). Before placing surface mixture, a properly cured tack coat of emulsified asphalt shall be applied, except when the surface mixture is placed the same day as binder.
- Asphalt Resurfacing – Over-layment shall be placed (1 ½ inch minimum compacted thickness). Areas to be resurfaced shall be thoroughly cleaned, and tack coated, with properly cured emulsified asphalt (exception: asphalt leveling or binder is placed the same day and remains clean), before placement of the asphalt over-layment. All vertical edges abutting the asphalt edges should be tack coated. Surface shall be smooth, consistent, and uniform density, and the surface and surface slopes shall be established or maintained to provide acceptable storm water drainage.
- Crack-filling – Cracks greater than ¼ inch width shall be routed to ½ inch by ½ inch minimum, cleaned of debris and vegetation using compressed air, filled using crack sealant (meeting federal specification AASHTO M 173 and ASTM D 3405). Strike-off crack sealant to form a band approximately 1-inch on each side of the filled crack. Fine cracks less than 1/8 inch width should not usually be considered for crack-filling.

- Seal-coating – Two coats of asphalt coal tar emulsion sealer (meeting Federal Specification R-P-355e, ASTM E 3320-74 T, or ASTM D 5727-00) shall be placed on new asphalt (6 months or more old) and previously non-sealed asphalt. Two coats shall be placed on all high-traffic areas including main drives and entrances. Three coats on high traffic areas will be considered. One coat may be placed on previously sealed asphalt in normal traffic areas. Before the seal-coating is applied, area(s) should be cleaned of foreign matter (i.e. dirt, gravel, oil, etc).
- Re-Striping – Safety traffic paint (meeting or exceeding Federal Specification TT-P-1952B or TT-P-1952D) shall be used to stripe standard parking stalls, “ADA HC Single Accessible” parking stalls, “ADA HC Van Accessible” parking stalls, access aisles/routes, directional markings, traffic lanes, stop bars, curbing, fire lanes, and all other existing entrance, drive, and parking lot painting shall be included in the proposal for re-striping/re-painting.

Note: Contractors awarded contracts for re-striping shall contact the property manager before doing the re-striping. Property managers may want minor changes or color modification. Contact **Dale Rammien** or **Jill Wilkinson (630.954.5656)** for property manager names.

Section III:

Retail Center/Shopping Center properties available for proposals are identified on the **2009 Parking Lot Asphalt Maintenance and Repair Retail Center Property List**, which is included. The expected “type of work” on each property is identified with each listing. Proposals should state the “type of work”, the amount of square feet, or linear feet, or number-of-spaces, number of stop-bars, etc., and the pricing, for each “type of work”. Contractor is responsible for identifying sections and areas to be repaired or replaced, giving square feet, linear feet, number-of-spaces, etc. Contractor should mark-up and submit property site plan, with proposal(s), identifying sections, areas, potholes, catch basins, etc. being repaired or replaced.

A separate bid shall be provided for each property. Contractor may bid on any one, all, or, combination of properties identified on the list.

Site Visits: Contractors should schedule property visits when the parking lots are free of snow so all areas needing asphalt maintenance/repair can be evaluated.

Extras:

When contractor believes additional, or alternative work, should be done, contractor may propose this work as alternates, extras, or options. Proposed alternates, extras, or options will be duly considered.

Proposed alternatives, extras, or options should be submitted by email (or fax)
Email: drammien@inlandrealestate.com, Fax: (630.645.3785)

Section IV:

Project Completion Date: Except where and when otherwise specified or approved by Inland Commercial Management, Inc., or weather conditions make completion date impossible, awarded projects are to be completed on or before the month-end stated on the **2009 Parking Lot Asphalt Maintenance and Repair Retail Center Property List.**

Contractor's proposals should include tentative completion dates.

Section V:

Warranty:

Contractor shall warranty application and workmanship for asphalt restoration, asphalt overlay, sealcoat, and re-striping/re-painting: 1): Asphalt restoration and asphalt overlay shall be warranted from raveling, potholes, and alligating for minimum of 2- years from date of application. 2): Sealcoat and re-striping/re-painting shall be warranted from washing-off and/or peeling-off and/or abnormal wearing-off for 1-year from date of application.

INLAND COMMERCIAL PROPERTY MAINTENANCE, INC.
(2009) PARKING LOT ASPHALT MAINTENANCE & REPAIR
RETAIL CENTER PROPERTY LIST

Bldg #	Property	Asphalt SF (Approx.)	Address	City	State	Scope of Work		Month for Completion
						Description	Quantity	
10335	Apache Shoppes	18,800	1200 16th St. SW	Rochester	MN	Crackfill Re-Striping R&R Patching (Misc Potholes) Sealcoat (Lot in front of small strip)	tbd / Include LF tbd / Include LF tbd / Include SF tbd / Include SF	Jun
10248	Bergen Plaza	671,355	7009-7191 10th St. North	Oakdale	MN	Crackfill R&R Patching (Misc Potholes) Catch Basins (Rebuilds, adjustments, and repairs)	tbd / Include LF tbd / Include SF Units tbd + SF	Jun
10329	Big Lake Town Square	156,913	711 Rose Dr.	Big Lake	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun
10285	Burnsville Crossing	231,607	14240-14290 Plymouth Av.e	Burnsville	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun
10287	Cliff Lake Centre	200,812	1960-2000 Cliff Lake Rd.	Eagan	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun
10262	Edinburgh Festival Center	239,606	8505-8595 Edinburgh Center Dr.	Brooklyn Park	MN	Crackfill Re-Striping	tbd / Include LF tbd / Include LF	Jun
12001	Forest Lake Marketplace	N/A	2009-2013 W. Broadway	Forest Lake	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jul
10294	Home Goods	N/A	3480 124th Ave. NW	Coon Rapids	MN	Crackfill R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include SF	Jun
10318	Mankato Heights Plaza	366,185	1901 Madison Ave.	Mankato	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun

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Bldg #	Property	Asphalt SF (Approx.)	Address	City	State	Scope of Work		Month for Completion
						Description	Quantity	
10288	Maple Grove Retail	176,521	16401-16445 County Road 30	Maple Grove	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun
10293	Michael's	N/A	3460 124th Ave. North	Coon Rapids	MN	Crackfill R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include SF	Jun
10289	Park Place Plaza	243,619	1620-1700 Park Pl/5600-5800 Cedar Lake	St. Louis Park	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun
10308	Park Square	357,321	8000-8078 Brooklyn Blvd.	Brooklyn Park	MN	Crackfill Re-Striping R&R Patching (Misc Potholes) Overlay parking lot (Mad Jacks) Catch Basins (Adjustments and Repairs)	tbd / Include LF tbd / Include LF tbd / Include SF tbd / Include SF Units tbd + SF	Jun
10272	Plymouth Collections	N/A	4130 Berkshire Lane	Plymouth	MN	Crackfill Re-Striping	tbd / Include LF tbd / Include LF	Jun
10290	Quarry Retail	555,801	1520-1730 New Brighton Blvd.	Minneapolis	MN	Crackfill Re-Striping R&R Patching (Misc Potholes) Catch Basins: Annual cleaning required by City of Mpls	tbd / Include LF tbd / Include LF tbd / Include SF Units tbd	Jun - Crackfill, Restriping Sep - Catch Basins
10291	Riverdale Commons	627,981	3300-3450 124th Ave. NW	Coon Rapids	MN	Crackfill R&R Patching (Misc Potholes) Catch Basins (Adjustments and Repairs)	tbd / Include LF tbd / Include SF Units tbd + SF	Jun
10292	Riverdale Commons Outlot	N/A	124th Ave. NW & Northdale	Coon Rapids	MN	Crackfill	tbd / Include LF	Jun
10321	Rochester Marketplace	N/A	3811-3944 Marketplace Dr.	Rochester	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun

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Bldg #	Property	Asphalt SF (Approx.)	Address	City	State	Scope of Work		Month for Completion
						Description	Quantity	
10314	Shakopee Valley Marketplace	N/A	1529-1667 17th Ave. E.	Shakopee	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun
10323	Shannon Square Shoppes	234,992	Lexington Ave. & Grey Fox Rd.	Arden Hills	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun
10295	Shingle Creek	115,020	6010-6100 Shingle Creek Parkway	Brrooklyn Center	MN	Crackfill Re-Striping	tbd / Include LF tbd / Include LF	Jun
10320	Village Ten Center	456,554	Hanson Blvd. & Northdale Blvd.	Coon Rapids	MN	Crackfill R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include SF	Jun
10255	Winnetka Commons	121,794	Winnetka & 3520-3566 36th Ave.	New Hope	MN	Crackfill Re-Striping R&R Patching (Misc Potholes)	tbd / Include LF tbd / Include LF tbd / Include SF	Jun

Work Order # 778541

Estimated Start Date 3/10/2009

Estimated End Date 8/31/2009

Originator Jill Wilkinson

Manager

Phone: ()

Customer Common Area

Caller Common Area

Caller Name COMMON AREA

Phone: ()

Fax: ()

Email:

Vendor/Supplier

Phase .

Warranty Coverage Warranty Work

Current Status Work Order Open

Status Comment

Description ASPHALT MAINT 2009

Please Email Remit To:

Or Remit Invoices To:

Inland Real Estate Corporation

P.O. Box 9274

Oak Brook IL 60522-9274

Center:

10239 - WISNER MILWAUKEE PLAZA

2847-2865N MILWAUKEE AVE

CHICAGO IL 60618

..... Notes

I.PROJECT AGREEMENT

1. Provide labor and equipment to complete the work described in following: (EXAMPLE)

DESCRIPTION	QTY	PRICE
a. Crackfill		
b. Re-Striping		
c. *****		
d. *****		
TOTAL:		

2. Completion Date: On, or before, July 10, 2009 (Weather Permitting)

VENDOR REQUIRED TO PROVIDE WORK ORDER# 778541 ON INVOICE AND PROVIDE A COPY OF THE WORK ORDER ATTACHED TO THE INVOICE.

Inland Commercial Prop Mgt Inc forbids and prohibits the solicitation, offering or acceptance of any gifts, gratuities or any form of "pay off" or facilitation fee as a condition of doing business with Inland; as a form of gratitude, or as an attempt to gain favor or accept merchandise or services at a lesser degree than what was agreed. Any vendor who violates this policy by offering or accepting any form of gift or gratuity to/from any employee or affiliate of Inland Commercial Prop Mgt Inc will be subject to all loss of existing and future business regardless of whether the gift or gratuity was accepted. Failure to report such information will result in severe action against the vendor including but not limited to termination of all existing and future business relationships and monetary damages.

Work Order # 778541

3. Scheduling Work: (1) Contractor must contact the property manager _____
(630) 954-5656 to schedule work on this property. (2) Any special requirements
regarding the schedule work shall be confirmed with the property manager before its execution.

4. Scope of Work:

Section I: Scope of Work: To include asphalt restoration patching, over-layment of asphalt, crack-filling /
crack-sealing, seal-coating, and re-striping of parking lots on the neighborhood retail center
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damaged asphalt pavement, and its replacement per industry standards.

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joints according to industry standards, leveling when necessary, adjusting for drainage when
ponding issues exist, and applying appropriate binder coat.

Crack-filling / crack-sealing includes routing cracks, filling, and banding with crack sealant.

Seal-coating includes one coat, and three coats of asphalt concrete mulch/sealer, per industry
standards.

Re-Striping includes all standard parking stalls, ADA HC Accessible parking stalls, access
aisles/routes, directional markings, traffic lanes, stop bars, curbs, fire lanes, and all other existing
entrance, drive, and parking lot painting.

All excavated pavement, debris, and other waste materials shall be removed from the site and
disposed of legally.

All work and materials shall comply with Inland Commercial Property Management, Inc.

Work Order # 778541

specifications, and applicable Federal, State, and Municipal codes and standards.

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§ Asphalt Restoration Patching - Deteriorated and damaged pavement shall be removed to a depth of 3-inch minimum. Sub-base shall be restored as necessary, asphalt base shall be replaced (in

Work Order # 778541

1 1/2 inch lifts), and the surface mixture shall be placed (1 1/2 inch minimum compacted thickness). Before placing surface mixture, a properly cured tack coat of emulsified asphalt shall be applied, except when the surface mixture is placed the same day as binder.

§ Asphalt Resurfacing - Over-layment shall be placed (1 1/2 inch minimum compacted thickness).

Areas to be resurfaced shall be thoroughly cleaned, and tack coated, with properly cured emulsified asphalt (exception: asphalt leveling or binder is placed the same day and remains clean), before placement of the asphalt over-layment. All vertical edges abutting the asphalt edges should be tack coated. Surface shall be smooth, consistent, and uniform density, and the surface and surface slopes shall be established or maintained to provide acceptable storm water drainage.

§ Crack-filling - Cracks greater than 1/4 inch width shall be routed to 1/2 inch by 1/2 inch minimum, cleaned of debris and vegetation using compressed air, filled using crack sealant (meeting federal specification AASHTO M 173 and ASTM D 3405). Strike-off crack sealant to form a band approximately 1-inch on each side of the filled crack. Cracks less than 1/8 inch width should not usually be considered for crack-filling.

§ Seal-coating - Two coats of asphalt emulsion sealant (meeting Federal Specification R-P-355e, ASTM E 1320-74 Type I or ASTM D 572-00) shall be placed on new asphalt (6 months or more old) and previously non-sealed asphalt. Two coats shall be placed on all high-traffic areas including main drives and entrances. Three coats on high traffic areas will be considered. One coat may be placed on previously sealed asphalt in normal traffic areas. Before the seal-coating is applied, area(s) should be cleaned of foreign matter (i.e. dirt, gravel, oil, etc).

§ Re-Striping - Safety traffic paint (meeting or exceeding Federal Specification TT-P-1952B or TT-P-1952D) shall be used to stripe standard parking stalls, <ADA HC Single Accessible> parking stalls, <ADA HC Van Accessible> parking stalls, access aisles/routes, directional markings, traffic

Work Order # 778541

lanes, stop bars, curbing, fire lanes, and all other existing entrance, drive, and parking lot painting shall be included in the proposal for re-striping/re-painting.

Note: Contractors awarded contracts for re-striping shall contact the property manager before doing the re-striping. Property managers may want minor changes or color modification. Contact Dale Rammien or Jill Wilkinson (630.954.5656) for property manager names.

Section III:

Retail Center/Shopping Center properties available for proposals are identified on the 2009 Parking Lot Asphalt Maintenance and Repair Retail Center Property List, which is included.

The expected ^ type of work~ on each property is identified with each listing. Proposals should state the <type of work>, the amount of square feet, or linear feet, or number-of-spaces, number of stop-bars, etc., and the pricing, for each <type of work>. Contractor is responsible for identifying sections and areas to be repaired or replaced, giving square feet, linear feet, number-of-spaces, etc. Contractor should mark-up and submit property site plan, with proposal (s), identifying sections, areas, potholes, catch basins, etc. being repaired or replaced.

A separate bid shall be provided for each property. Contractor may bid on any one, all, or, combination of properties identified on the list.

Site Visits: Contractors should schedule property visit when the parking lots are free of snow so all areas needing asphalt maintenance/repair can be evaluated.

Extras: When contractor believes additional, or alternative work, should be done, contractor may propose this work as alternates, extras, or options. Proposed alternates, extras, or options will be duly considered.

Proposed alternatives, extras, or options should be submitted by email (or fax)
Email: drammien@inlandrealestate.com, Fax: (630.645.3785)

Work Order # 778541

Section IV:

Project Completion Date: Except where and when otherwise specified or approved by Inland Commercial Management, Inc., or weather conditions make completion date impossible, awarded projects are to be completed on or before the month-end stated on the 2009 Parking Lot Asphalt Maintenance and Repair Retail Center Property List.

Contractor's proposals should include tentative completion dates.

5. Warranty: Contractor shall warranty application and workmanship for asphalt restoration, asphalt overlay, sealcoat, and re-striping/re-painting: 1): Asphalt restoration and asphalt overlay shall be warranted from raveling, potholes, and alligatoring for minimum of 2-years from date of application. 2): Sealcoat and re-striping/re-painting shall be warranted from washing-off and/or peeling-off and/or abnormal wearing-off for 1-year from date of application.

6. Waiver):

Final Waiver of Liens to be included with contractor invoice submitted.

7. Penalty: Contractor failing to contact property manager to schedule work on their(s) will incur a 10% penalty fee, which will be deducted from the contracted amount.

8. Payments: Inland Commercial Property Management, Inc. (ICPM) will pay any partial, initial, or final amount due within forty-five days after the receipt of the <Contractor> Invoice, unless otherwise agreed, in writing (Exhibit E), by both parties, prior to the issuance of this Work Order.

REFERENCE

Work Order # 778541

II. Authorized Signatures:

INLAND COMMERCIAL PROPERTY, INC.

Name:

Title:

Signature:

CONTRACTOR

Name:

Title:

Signature:

REFERENCE

STATE OF ILLINOIS }
COUNTY OF } SS
TO WHOM IT MAY CONCERN

Loan # _____

STATE OF ILLINOIS } SS
COUNTY OF }
TO WHOM IT MAY CONC

INLAND COMMERCIAL PROPERTY MANAGEMENT, INC.

INSURANCE REQUIREMENTS FOR VENDORS/CONTRACTORS

Each vendor who performs work on our properties is required to supply Inland Commercial Property Management, Inc. with a Certificate of Insurance showing our required coverage amounts.

REQUIREMENTS

General Liability Per Occurrence/Per Project Aggregate Minimum Including Bodily injury and property damage, Products/ Completed Operations	\$1,000,000.00 -
General Aggregate	\$2,000,000.00 – Minimum
Auto Liability	\$1,000,000.00 – Minimum
Worker's Compensation State (Must provide)	Statutory Limits Per Regulations
Employer's Liability	\$1,000,000.00- Minimum Or Umbrella/Excess Liability Coverage of \$1,000,000 - Minimum

Please note the following additional insured language is **required**:

**Inland Commercial Property Management Company and (legal entity name)
are endorsed as additional insured on liability policies and such insurance
is primary and non-contributory with any other insurance available to
owner and property manager.**

Please forward a complete Certificate of Insurance to:

Inland Commercial Property Management, Inc.
2901 Butterfield Road
Oak Brook, IL 60523
Fax: (630) 645-3785
Attn: Audrey Savastano