



January 10th, 2024

SCOPE OF WORK Parking Lot Maintenance

SCOPE OF WORK: Work shall consist of furnishing all labor, materials, and warranties to complete some minor asphalt repairs, crack sealing, seal coating, and restriping of approximately 785,328 SF of asphalt in 8 parking lots on Ventura College campus as indicated in Fig 1. Restripe the ASC Staff, CDC, East, MCE Staff, North, SW, V and West parking lots as previously designed. The North and CDC lots are to be redesigned and submitted to the CM for approval prior to striping. Clean, prepare, and paint approximately 18,000 LF of curbing across campus. The contractor shall be responsible for the verification of all measurements and quantities necessary to complete all facets of the work.

All work shall comply with trade standards, all current applicable codes, and Caltrans Specifications for 2023.

1. **BACKGROUND:** The project involves the repair, maintenance, and enhancement of approximately 785,328 square feet of asphalt across 8 parking lots on the Ventura College campus. The West/East Lots and CDC/SW Lots will be needed to be phased separately and cannot be blocked off at the same time to allow for staff and students to park during your scope of work. The Construction Manager (CM) for this project will be Jesse J. Sluder or his designated appointee. The CM can be reached at office: (805) 289-6235 or cell: (805) 746-4413.
2. **LOCATION:** Work site is the parking lots at Ventura College 4667 Telegraph Road, Ventura, CA. 93003.
3. **PRINCIPAL FEATURES:** The work to be performed will include the following items:
 - 3.1 **Preparation Phase:**
 - 3.1.1 Conduct a thorough site inspection to assess the current condition of the asphalt surfaces. Develop a detailed project plan outlining the specific repairs and maintenance activities required for each parking lot.
 - 3.1.2 Contractor shall take all necessary steps to protect the storm drain system from discharges of construction-related debris, including: wastewater, sweeping and pressure washing containing and sediment-contaminated runoff.
 - 3.1.3 Contractor shall implement Best Management Practices (BMPs) such as providing sediment controls on downstream storm drain inlets.
 - 3.1.4 Contractor shall protect all existing utilities and improvements not designated for repair and shall restore damaged or temporarily relocated utilities and improvements to a condition equal to or better than they were prior to such damage or temporary relocation.
 - 3.1.5 Contractor shall exercise all necessary precautions so as not to damage or destroy any trees or shrubs, to include trimming, pruning or otherwise unless prior authorization



by FM&O personnel has been granted.

3.1.6 Ensure a protective barrier (plastic) to all storm drain catch basin grating, utility vault lids, and all areas not to receive seal coat application. All items coated in the process shall be cleaned of materials at no cost to the District. All items that cannot be covered with plastic shall have a release agent applied to prevent asphalt from adhering to the surfaces.

3.1.7 Provide and place protective tape, delineators, and/or barriers to secure the lot from vehicular traffic for not less than 36 hours prior to work beginning. Implement a comprehensive traffic control plan to minimize disruptions to campus activities. Clearly communicate temporary changes in parking arrangements to students, faculty, and staff. Ensure the safety of workers and campus community members during construction activities.

3.2 Asphalt Preparation and Repairs:

3.2.1 Identify and mark areas with potholes, cracks, or other damages requiring repair. Removing all loose asphalt debris/materials

3.2.2 Clean lots and roadways with mechanical brushing and/or blowers as required to ensure surface is thoroughly cleared of all loose debris, oil and fuel containing substances. Exercise caution to prevent debris from entering storm drains, curb inlets, and or damaging buildings.

3.2.3 Perform necessary patching, filling, and leveling of potholes to a level finish using Hot Mix Asphalt. Prior to placing asphalt, compact subgrade by mechanical means and address any surface irregularities to ensure a smooth and even pavement. Apply tack coat to all edges.

3.2.3 All cracks shall be blown clean by high pressure air. All old material and other debris removed from the cracks shall be removed from pavement surface immediately by means of power sweepers, hand brooms or air brooms.

3.2.4 Where cracks show evidence of vegetation, an herbicide/sterilant shall be applied 10 days prior to any work being performed. All vegetation shall be removed and sterilized by use of Propane Torch unit generating 2000 degrees F. and 3000 foot/second velocity to eliminate all vegetation, dirt, moisture, and seeds at the commencement of crack sealing.

3.2.5 Cracks 1/8" wide or greater shall be cleaned and filled with suitable rubber based (applied at not less than 375 degrees) material. Crack sealant shall be pressed into crack using squeegees as necessary and leave a raised appearance upon application. Crack-filling material shall be allowed to cure prior to seal coating operations.

3.3 Finishing and Restriping:

3.3.1 Remove existing faded or damaged striping and pavement markings.



3.3.2 Provide and apply an 80% coal tar emulsion to 20% asphalt emulsion to all areas of the lots and drive areas as identified in the images provided (approximately 785,328 SF). Seal coat shall have a fines mix of silica sand not less than 4 lbs/gal.

3.3.3 Re-stripe parking lots at a rate of not more than 215 SF per gal with two coats of traffic rated paints and reflective beads meeting 2023 Caltrans Standard Specification. Layouts for restriping the East, West, MCE Staff, ASC Staff, V and Southwest Parking lots are to be as previously designed. The North and CDC lots are to be redesigned and submitted to the CM for approval prior to striping. Lot striping shall include all parking stalls, ADA, "No Parking" areas, Stop Bars, "Stop" stencils, "Staff" stencils, Directional Arrows, Speed Limits (5 MPH at East and West lots only), Crosswalks and other pavement markings according to ADA and local regulations. Confirm striping plan and stencil placement with CM prior to striping operations. Striping layout shall be inspected and approved by CM prior to final striping at all parking lots.

3.3.4 No striping shall be applied prior to a 24-hour period after seal coating placement. Ensure seal coating has dried completely in all areas prior to striping.

3.4 Quality Assurance:

3.4.1 Conduct regular inspections throughout the project to ensure work is in compliance with specifications. Address any issues or discrepancies promptly to maintain project schedule and quality standards.

3.4.2 Maintain detailed records of materials used, material temperatures, work performed, and any unexpected challenges encountered. Provide a final project report, including as-built drawings and maintenance recommendations.

3.4.3 Ensure all work is completed within the agreed-upon timeframe. Conduct a final walkthrough with campus representatives to ensure satisfaction with the completed project before moving onto the next parking lot.

3.4.4 Implement environmentally friendly practices, such as proper disposal of materials and adherence to local environmental regulations.

3.5 Paint approximately 18,000LF of curbing throughout the campus. Including but not limited to West Campus Way, Central Campus Way, East Campus Way, all parking lots not designated, drop off zones, loading zones, fire lanes, etc.

Clean up and disposal of all materials/waste and construction debris is the sole responsibility of the contractor upon completion of all work.

See attached Google Map Image of parking lots For Reference Only.

END OF SCOPE

Legend			
Description	Quantity	Unit	
ASC Staff Lot	8,584.03	sf	
CDC Lot	32,751.87	sf	
East Lot	360,470.20	sf	
MCE Staff Lot	14,810.10	sf	
North Lot	62,017.53	sf	
SW Lot	48,570.59	sf	
V Lot	36,472.52	sf	
West Lot	221,651.50	sf	

