



Hillsdale County Road Commission

1919 HUDSON ROAD (M-99)

HILLSDALE, MICHIGAN 49242

Robert R. Godfrey, Chairman
Pittsford

Michael A. Parney, Vice Chairman
Hillsdale

Gary A. Leininger, Member
Pittsford

(517) 437-4458

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H. John Sanders
Manager

Marilyn Kilpatrick
Clerk

BID SPECIFICATIONS FOR CATCH BASIN CLEAN OUT

Bid Date: April 28, 2022

Time: 10:30 A.M.

Sealed proposals will be received by the Board of County Road Commissioners of the County of Hillsdale at their office at 1919 Hudson Road (M-99) southeast of Hillsdale, Michigan, until 10:30 a.m. local time on Thursday, April 28, 2022, after which time all bids will be publicly opened and read aloud for catch basin clean out on state trunklines and county roads under our maintenance jurisdiction for the 2022 maintenance season.

Scope of Work

The contractor shall provide catch basin clean out on state trunklines and county roads in accordance with the specifications and maps stated herein. The contractor shall also furnish all supervision, labor, equipment, transportation, disposal of waste material and incidentals necessary to satisfactorily perform the described services at the frequencies and times specified. These services shall include all functions normally considered a part of a professional, satisfactory public service.

Catch basin clean out services shall include one cleaning to take place in the period between July 1 and September 1 of 2022. All invoices must be submitted on or before September 15, 2022. The contractor is required to check all drainage structures and catch basins to determine the amount of material in them and clean all structures and catch basins with 2" or more of material therein. If outlets of structure or catch basins are plugged, contractor is to log location and report findings to the state highway foreman. The county will assign an inspector to the contractor to assist you in finding all the catch basins.

The contractor shall also log the location of each catch basin with a GPS unit of accuracy ± 3 feet or less. Inventory data consisting of a structure number, roadway and coordinates shall be supplied to the county electronically via e-mail or CD in a shared file format.

No subcontracting will be allowed on this project.

Days/Hours of Operation

All work included in this contract shall be performed during daylight hours only. **No work shall be allowed on Fridays or weekends unless prior approval is obtained from the state highway foreman.** Work shall not be permitted during holiday periods in accordance with the MDOT Standard Specifications for Construction.

Damages

The contractor shall at his/her own expense, preserve and protect from injury all property, either public or private, along and adjacent to the roadway, and he/she shall be responsible for and repair, at his/her own expense, any and all damage and injury thereto, arising out of or in consequence of any act or omission of the contractor or his/her employees in the performance of the work covered by the contract prior to completion and acceptance thereof.

The contractor shall immediately repair all damage to signs, light fixtures, and delineators to the satisfaction of the state highway foreman. Damage to traffic control devices (signs) shall be reported to the state highway foreman immediately.

Payment for work performed may be withheld until satisfactory repairs are made. If repairs are made by the road commission, the actual replacement costs including all labor, equipment, materials, and fringe benefits shall be charged to the contractor.

Deletion of Work

The road commission may delete all or any portion of the contract that cannot be completed in conformity with the specifications, progress schedule or a reasonable extension. If the contract is terminated, or portion thereof deleted, payment will be made for all satisfactory completed work at the contract price.

Payment

All cleaning of drainage structures and catch basins shall be paid on a **firm** unit price per catch basin basis, regardless of increase or decrease in the numbers of catch basins. The completed work will be paid at the contract unit price for the contract item which shall be payment in full for all labor, equipment, transportation, proper disposal of waste material, traffic control and GPS logging of locations to satisfactorily complete the work as described.

The contractor shall furnish to the road commission an invoice, in duplicate, for services rendered at the completion of the work which shall reference the appropriate purchase order number. All invoices must be submitted on or before September 15, 2022. The road commission shall pay the billed amount in accordance with the bid price and the payment terms specified in the purchase order which shall be net 30 days after the invoice date.

Disposal of Material

The contractor is responsible for disposal of all material, including both soil and waste water, in accordance with MDOT Maintenance Performance Guide 1220 and MDEQ Catch Basin Cleaning Activities Guide Document (see both attached). Catch basin soil must be disposed of at a licensed class II landfill. Waste water must be disposed of via one of 3 available options. Any costs to dispose of the material, as well as required tests by the landfill or sanitary sewer owner, shall be paid by the contractor and included in the bid price.

Equipment Requirements

The contractor shall furnish, operate and maintain suitable and adequate equipment necessary to perform the cleaning operation in an approved safe, professional manner without hindrance, delay or damage to the roadside.

The contractor may be required to use equipment approved through an acceptable demonstration of the equipment's capabilities, suitability and condition to the road commission. Demonstrations will be at no cost to the road commission. Submit a photo of the equipment you plan to use with your bid.

All equipment shall meet all federal, state and local safety requirements. Equipment shall be equipped with commercial type flashing amber lights plainly visible from all directions. Flashers shall have a minimum of 32 candlepower output and flash 50 to 60 times per minute. Under no circumstances shall the road commission be responsible for any damage to the contractor's equipment due to obstacles encountered.

Vendors who bid on this project and in the opinion of the road commission do not have proper and/or sufficient equipment and personnel to do the work within the time limits required, will be rejected and the next low responsive bidder will be allowed to demonstrate the ability to perform the work.

Maintaining Traffic

Traffic shall be maintained in accordance with part 6 of the Michigan Manual of Uniform Traffic Control Devices (MMUTCD). All operations shall be conducted in a manner that will not create a hazard. The contractor shall not operate equipment in a manner that requires unnecessary crossing of the roadway. All catch basin clean out shall be done with the flow of traffic.

Public Convenience and Safety

The contractor shall comply with all federal, state and local laws and regulations, including those governing environmental protection and the furnishing and use of all safeguards, safety devices and protective equipment. The contractor shall take any other actions, on either his/her own responsibility or as directed by the state highway foreman, reasonably necessary to protect the safety and health of employees on the job and the public and to protect property during the performance of the project.

Locations of Catch Basins to be Cleaned

<u>State Route</u>	<u>Village</u>	<u>Catch Basins</u>	<u>County Road</u>	<u>Catch Basins</u>
US-12	Allen	33	Concord Road	9
US-12	Jonesville	94	Spring Street	10
US-12	Moscow	27	Lilac Road	9
M-99	Jonesville (south)	72	Markris Drive	3
M-99	Jonesville (north)	6	Moscow Road	3
M-99	Litchfield	28		34
M-49	Camden	26		
M-49	Reading	95		
M-49	Litchfield	17		
M-49	at Bankers Road	2		
M-49	at Arkansaw Road	2		
M-34	Bird Lake Road	2		
M-34	Hudson	5		
US-127	Hudson	17		
		426		

Liability Insurance Requirements

The contractor, prior to execution of the contract, shall file with the commission a certificate of insurance, in form satisfactory to the commission, showing that he has the following minimum amounts of insurance in force: auto liability and general liability insurance with combined limits for bodily injury and property damage of \$500,000 and workers' compensation insurance in statutory limits. The Hillsdale County Road Commission and MDOT shall be named as an additional insured.

Bid Sheets and Award of Bid

Bids must be submitted on forms provided by the road commission. Bids are to be submitted in sealed envelopes clearly marked with the words **"Catch Basin Cleaning"**. Please note that facsimile bids will not be accepted.

The contractor shall fully examine the map, specifications, and the locations of the work herein. The contractor shall be fully informed as to the nature of the work and understand the same before he submits his bid. Failure of the contractor to do so shall not be cause for an adjustment in unit prices. Please call the road commission office if you have questions about this bid. Direct all questions to John Sanders, Manager.

The Board of County Road Commissioners of the County of Hillsdale reserves the right to reject any or all bids, to waive details in specifications, to waive irregularities in the bidding, and to accept the bid which in their opinion is in the best interest of the Michigan Department of Transportation and the Hillsdale County Road Commission.

Board of County Road Commissioners
County of Hillsdale

Robert R. Godfrey, Chairman
Michael A. Parney, Vice Chairman
Gary A Leininger, Member

QUOTATION REQUEST FOR SERVICES OR EQUIPMENT

DISTRIBUTION:

- Maintenance Division
 Region Maintenance
 County or Municipality

REGION

8

INSTRUCTIONS: To be used by contract county or municipality only. See Prohibition of Discrimination statement & authority on reverse.
Complete in triplicate and distribute as indicated

TO BE COMPLETE BY CONTRACT COUNTY OR MUNICIPALITY

COUNTY OR MUNICIPALITY Hillsdale County Road Commission		DATE REQUEST ISSUED April 4, 2022	RETURN NO LATER THAN April 28, 2022 10:30AM
ADDRESS 1919 Hudson Road	Street No. City Hillsdale, MI 49242	QUOTATION County-Calendar Year OR Municipality - Fiscal Year FOR: FY-2022 Fiscal Year	

TYPE OF WORK EQUIPMENT OR SERVICE TO BE USED FOR: CATCH BASIN CLEANING	TRUNKLINE HWY. NO. M-34 M-49 M-99 US-12 US-127
ESTIMATED USE (No. of times or duration) ONE CLEANING BETWEEN JULY 1 AND SEPTEMBER 1, 2022	ROUTE SECTION NO.

LOCATION (Give complete description). M-34 & Us-127 Hudson, M-49 Camden, Reading, Litchfield, M-99 Jonesville, Litchfield; US-12 Allen, Jonesville, Moscow

CONDITION OF EQUIPMENT

- a. All equipment furnished without an operator, will be in proper operating condition when delivered for use by the Department of Transportation. It is understood that, when due to mechanical failure, any and all repairs and/or replacement of parts to parts to said equipment is the responsibility of the vendor.
- b. When equipment and an operator, or a service, is furnished by the vendor, the vendor is responsible for all maintenance, labor, materials and other expenses involved therewith.

The vendor shall save harmless and indemnify the State. The Michigan Department of Transportation and The Michigan Department of Transportation Commission against all claims for damages to public or private property and for injuries to persons arising out of and during the progress of the work herein described and to its completion.

DETAILED DESCRIPTION OF EQUIPMENT OR SERVICES	QUANTITY	UNIT	UNIT BID PRICE BY VENDOR	TOTAL COST
FURNISH ALL LABOR & EQUIPMENT TO CLEAN OUT & PROPERLY DISPOSE OF SOIL & WATER FROM CATCH BASINS ALONG STATE TRUNKLINES UNDER THE MAINTENANCE JURISDICTION OF THE HILLSDALE COUNTY ROAD COMMISSION IN ACCORDANCE WITH THE BID SPECIFICATIONS.	426	EACH	\$ _____	\$ _____
SPECIFY TYPE OF EQUIPMENT USED:				
(Submit photo with bid)				

TO BE COMPLETED BY VENDOR

It is proposed, subject to the conditions listed above, to contract with above named County or Municipality to furnish the equipment or Service(s) listed above.	COMPANY NAME (if any.)		
	STREET ADDRESS OF COMPANY OR OWNER		CITY STATE
Operator's Wages are included in the Unit Bid Price. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	By - Authorized Signature & Title - use <u>ink</u> on all copies.		DATE
EST. TOTAL COST \$	CONTRACT COUNTY OR MUNICIPALITY Signature of Designated Maintenance Superintendent		DATE
FOR LANSING MDOT USE ONLY	The above named County or Municipality is hereby authorized to contract with the above named vendor for equipment or service(s) described:		
	MICHIGAN DEPARTMENT OF TRANSPORTATION Region Maintenance Engineer Approval:		DATE
	Maintenance Division Approval:		DATE
	MICHIGAN STATE TRANSPORTATION COMMISSION Approval:		DATE

PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

April, 1997

In connection with the performance of work under this contract, the contractor agrees as follows:

- 1 In accordance with Act No. 453 of 1976 the contractor hereby agrees not to discriminate against employee or applicant for employment with respect to hire, tenure terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, nationality origin, age, sex, height, weight, or marital status. Breach of the above covenants shall be regarded as a material breach of this contract.
- 2 The contractor hereby agrees that any and all subcontract to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as herein before set forth in Section 1 of this Appendix.
- 3 The contractor will take affirmative action to insure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, age, sex, height, weight or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- 4 The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion national origin, age sex, height, weight or martial status.
- 5 The contractor or his collective bargaining representative will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the contractor's commitment under this appendix
- 6 The contractor will comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission which may be in effect prior to the taking of bids for any individual state project.
- 7 The contractor will furnish and file compliance reports such time and upon such forms as provided by the Michigan Civil Rights Commission, said forms may also elicit information as to the practices, policies, program, and employments statistics of each subcontractor as well as the contractor himself, and said contractor will permit access to his books, records, and accounts by the Michigan Civil Rights Commission, and/or its agent, for purposes of investigation to ascertain compliance with this contract and relevant with rules, regulation, and orders of the Michigan Civil Rights Commissions.
- 8 In the event that the Civil Rights Commission* finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligation under this agreement, the Civil Rights Commission may, as part of its order based upon such findings, certify said findings to the Administrative Board of the State of Michigan, which Administrative Board may order the cancellation of the contract found to have been violated, and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, and including the governing boards of institutions of higher education, until the contractor complies with said order of the Civil Rights Commission. Notice of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Civil Rights Commission to participate in such proceedings.
- 9 The contractor will include, or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by the rules, regulations or orde of the Michigan Civil Rights Commission, and will provide in every subcontract or purchase order unless exempted by the rules, regulation or orders of the Michigan Rights Commission, and will provided in every subcontract or purchase order that said provisions will be binding upon each subcontract or seller.

* The Civil Rights Commission referred to is the Michigan Civil Rights Commission.

"COUNTY CATCH BASINS"

Michigan Department
of Transportation
0426 (04/01)

**QUOTATION REQUEST FOR
SERVICES OR EQUIPMENT**

DISTRIBUTION:

- Maintenance Division
 Region Maintenance
 County or Municipality

REGION

8

INSTRUCTIONS: To be used by contract county or municipality only. See Prohibition of Discrimination statement & authority on reverse. Complete in triplicate and distribute as indicated

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ADDRESS	Street No.	City	QUOTATION County-Calendar Year OR Municipality - Fiscal Year
1919 Hudson Road		Hillsdale, MI 49242	FOR:
TYPE OF WORK EQUIPMENT OR SERVICE TO BE USED FOR: County Catch Basin Cleaning			TRUNKLINE HWY. NO.
ESTIMATED USE (No. of times or duration) ONE CLEANING BETWEEN JULY 1 AND SEPTEMBER 1, 2022			ROUTE SECTION NO.
LOCATION (Give complete description. Concord Rd. north of US-12, Moscow Rd. north of US-12; Spring St. between Bacon Rd. & Barr St.; Lilac Rd. in Cambria; Markie Dr. east of S. Hillsdale Rd.			

CONDITION OF EQUIPMENT

- a. All equipment furnished without an operator, will be in proper operating condition when delivered for use by the Department of Transportation. It is understood that, when due to mechanical failure, any and all repairs and/or replacement of parts to parts to said equipment is the responsibility of the vendor.
- b. When equipment and an operator, or a service, is furnished by the vendor, the vendor is responsible for all maintenance, labor, materials and other expenses involved therewith.

The vendor shall save harmless and indemnify the State. The Michigan Department of Transportation and The Michigan Department of Transportation Commission against all claims for damages to public or private property and for injuries to persons arising out of and during the progress of the work herein described and to its completion.

DETAILED DESCRIPTION OF EQUIPMENT OR SERVICES	QUANTITY	UNIT	UNIT BID PRICE BY VENDOR	TOTAL COST
FURNISH ALL LABOR & EQUIPMENT TO CLEAN OUT & PROPERLY DISPOSE OF SOIL & WATER FROM CATCH BASINS ALONG COUNTY ROADS UNDER THE MAINTENANCE JURISDICTION OF THE HILLSDALE COUNTY ROAD COMMISSION IN ACCORDANCE WITH THE BID SPECIFICATIONS. SPECIFY TYPE OF EQUIPMENT USED: (Sumit photo with bid)	34	EACH	\$ _____	\$ _____

TO BE COMPLETED BY VENDOR

It is proposed, subject to the conditions listed above, to contract with above named County or Municipality to furnish the equipment or Service(s) listed above.	COMPANY NAME (If any.)		
	STREET ADDRESS OF COMPANY OR OWNER		CITY STATE
Operator's Wages are included in the Unit Bid Price. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	By - Authorized Signature & Title - use ink on all copies.		DATE
EST. TOTAL COST \$	CONTRACT COUNTY OR MUNICIPALITY Signature of Designated Maintenance Superintendent		DATE
FOR LANSING MDOT USE ONLY	The above named County or Municipality is hereby authorized to contract with the above named vendor for equipment or service(s) described:		
	MICHIGAN DEPARTMENT OF TRANSPORTATION Region Maintenance Engineer Approval:		DATE
	Maintenance Division Approval:		DATE
	MICHIGAN STATE TRANSPORTATION COMMISSION Approval:		DATE

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April, 1997

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- 2** The contractor hereby agrees that any and all subcontract to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as herein before set forth in Section 1 of this Appendix.
- 3** The contractor will take affirmative action to insure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, age, sex, height, weight or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- 4** The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion national origin, age sex, height, weight or martial status.
- 5** The contractor or his collective bargaining representative will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the contractor's commitment under this appendix
- 6** The contractor will comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission which may be in effect prior to the taking of bids for any individual state project.
- 7** The contractor will furnish and file compliance reports such time and upon such forms as provided by the Michigan Civil Rights Commission, said forms may also elicit information as to the practices, policies, program, and employments statistics of each subcontractor as well as the contractor himself, and said contractor will permit access to his books, records, and accounts by the Michigan Civil Rights Commission, and/or its agent, for purposes of investigation to ascertain compliance with this contract and relevant with rules, regulation, and orders of the Michigan Civil Rights Commissions.
- 8** In the event that the Civil Rights Commission* finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligation under this agreement, the Civil Rights Commission may, as part of its order based upon such findings, certify said findings to the Administrative Board of the State of Michigan, which Administrative Board may order the cancellation of the contract found to have been violated, and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, and including the governing boards of institutions of higher education, until the contractor complies with said order of the Civil Rights Commission. Notice of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Civil Rights Commission to participate in such proceedings.
- 9** The contractor will include, or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by the rules, regulations or orde of the Michigan Civil Rights Commission, and will provide in every subcontract or purchase order unless exempted by the rules, regulation or orders of the Michigan Rights Commission, and will provided in every subcontract or purchase order that said provisions will be binding upon each subcontract or seller.

* The Civil Rights Commission referred to is the Michigan Civil Rights Commission.

CATCH BASINS

ROAD MAP HILLSDALE COUNTY MICHIGAN

RURAL HOUSE NUMBERING

NUMBERS AROUND COUNTY LINE INDICATE HOUSE NUMBERING SYSTEM.
HILLSDALE ROAD SOUTH OF BALL RD AND CONCORD ROAD FORM THE NORTH AND SOUTH BASE LINE.
A STRAIGHT LINE ACROSS THE COUNTY, ON THE LINE OF HALLATT ROAD AND BACON ROAD EAST FORMS THE EAST AND WEST BASE LINE.
NUMBERS START WITH 1000 AT THE BASE LINES AND RUN 1000 TO THE MILE. EVEN NUMBERS ARE ON THE NORTH AND WEST SIDE OF ROAD

COUNTY ROAD SYSTEM

THE HILLSDALE COUNTY ROAD COMMISSION MAINTAIN 1200 MILES OF ROAD.
4700 MILES ARE STATE TRUNK LINE ROADS MAINTAINED UNDER CONTRACT BY THE STATE HIGHWAY DEPARTMENT AND PAID BY THEIR SUPERVISION.
3000 MILES ARE MAINTAINED UNDER THE COUNTY PRIMARY SYSTEM.
8100 MILES ARE MAINTAINED UNDER THE COUNTY LOCAL SYSTEM.
MILEAGES UNDER THESE SYSTEMS ARE CARRIED UNDER ACT 31 OF THE PUBLIC ACTS OF 1951.
FUNDS FOR MAINTENANCE OF ALL ROADS ON THE SYSTEM COME FROM THE HIGHWAY TRANSPORTATION FUND.

