



May 3, 2017

Duane A. Eldred  
**Chair**

**NOTICE TO BIDDERS**

Timothy J. Lamoreaux  
**Vice Chair**

Sealed proposals will be received by the Board of County Road Commissioners of the County of Eaton, Michigan at 1112 Reynolds Road, Charlotte, MI 48813, until 6:30 P.M., Tuesday May 23, 2017 at which time and place proposals will be publicly opened and read aloud for furnishing and delivering the following:

Jerry L. Frazier  
**Member**

**CURB AND STREET SWEEPING**

Benjamin S. Lyons  
**Member**

Specifications, bid blanks, and further information may be obtained at the offices of the undersigned, 1112 Reynolds Road, Charlotte, MI, 48813, Telephone (517) 543-1630 or (877) 883-2866.

Dorothy E. Maxwell  
**Member**

All proposals must be submitted in sealed envelopes bearing the name of the bidder and clearly marked with a notation indicating the service or material for which the bid is submitted.

Blair E. Ballou, P.E.  
**Engineer-Manager**

Lori N. Friedlis, CPA  
**Director of Finance**

The Board reserves the right to accept or reject any or all bids, to waive irregularities in any proposal, and to make the award in any manner deemed in the best interest of the County of Eaton.

**BOARD OF COUNTY ROAD COMMISSIONERS  
OF THE COUNTY OF EATON, MICHIGAN**

1112 Reynolds Road  
Charlotte, MI 48813

Telephone  
517-543-1630  
Toll-Free  
877-883-2866

Fax  
517-543-2608

Email  
ecrc@eatoncountyroad.com

Duane A. Eldred, Chair  
Timothy J. Lamoreaux, Vice Chair  
Dorothy E. Maxwell, Member  
Benjamin S. Lyons, Member  
Jerry L. Frazier, Member

EATON COUNTY ROAD COMMISSION  
SPECIFICATIONS  
FOR  
**2017 COUNTY WIDE CURB AND STREET SWEEPING**

The undersigned has examined the plans, proposal, specifications and the location of the work described herein and is fully informed as to the nature of the work and the conditions relating to performance, and understands that the quantities shown are approximate only and are subject to either increase or decrease.

The undersigned hereby proposes to furnish all necessary machinery, tools, labor, apparatus and other means of construction, do all the work, furnish all the materials, and for the unit prices named in the itemized bid, to complete the work herein described in strict accordance with the proposal therefore and in strict conformity with the requirements of the 2012 edition of the Standard Specifications for Construction of the Michigan Department of Transportation, the current edition of the Standard Plans of the Michigan Department of Transportation and such other general provisions, supplemental specifications and instructions to bidders as may be a part of this proposal.

The undersigned further proposes to do such extra work as may be authorized by the Eaton County Road Commission, prices for which are not included in the itemized bid. Compensation shall be made on the unit prices bid or other agreed upon price in writing before such extra work is begun.

EATON COUNTY ROAD COMMISSION

2017 COUNTY WIDE CURB AND STREET SWEEPING  
BID BLANK

<u>ITEM</u>	<u>UNIT</u>	<u>ESTIMATED QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL AMOUNT</u>
CURB SWEEPING	MILE	238.53	\$ _____	\$ _____
BRIDGE SWEEPING	EACH	14	\$ _____	\$ _____

TOTAL BID - 1ST SWEEPING = \$ \_\_\_\_\_

TOTAL BID - 2ND SWEEPING = \$ \_\_\_\_\_  
(If requested)

HOURLY RATE (Normal Sweeping):	\$ _____	MIN. HRS. FOR THIS RATE TO APPLY	_____
HOURLY RATE (Emergency Call-In):	\$ _____	MIN. HRS. FOR THIS RATE TO APPLY	_____

BIDDER: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

DATE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

Please provide e-mail address to be notified of future bids.

**PLEASE PROVIDE REFERENCES:**

CUSTOMERS NAME & ADDRESS	PHONE	YRS OF SERVICES	PRICE OF CONTRACT
_____			
_____	_____	_____	_____
_____			
_____	_____	_____	_____
_____			
_____	_____	_____	_____

**BIDDER'S REMARKS OR EXCEPTIONS, IF ANY:**

---

---

---

---

---

---

---

---

THE BOARD OF EATON COUNTY ROAD COMMISSIONERS RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS OR TO WAIVE DEFECTS AND TO ACCEPT ANY PROPOSAL(S) IN PART OR ENTIRETY THAT, IN THE OPINION OF THE BOARD, IS IN THE BEST INTEREST AND TO THE ADVANTAGE OF THE BOARD OF EATON COUNTY ROAD COMMISSIONERS AND THE COUNTY OF EATON, MICHIGAN.

**INSTRUCTIONS TO BIDDERS  
GENERAL PROVISIONS  
SUPPLEMENTAL SPECIFICATIONS**

**SCOPE OF PROJECT**

This project consists of curb and street sweeping on Eaton County Roads, mainly in the areas of Delta, Eaton, Oneida, and Windsor Townships. The curb and street sweeping will be measured as linear curb miles on one side of the road, except where noted herein.

This contract is for the period of June 1, 2017 through March 31, 2018 and the contractors bid unit price shall remain firm for the duration of the contract. This contract may be extended for one year by the mutual agreement of both parties. Requests for extension must be made in writing to the Superintendent by February 15, 2018.

**BONDS**

The Contractor will be required to furnish a Performance Bond in the amount of 100% of the contract price.

**LIABILITY INSURANCE**

The Contractor, prior to execution of the contract by the Eaton County Road Commission, shall file with the Eaton County Road Commission, copies of completed certificates of insurance or binders, that it carries for insurance in the type and amounts as shown below. The Eaton County Road Commission, its employees, and the Board of Eaton County Road Commissioners shall be a named additional insured on the Contractor's insurance policy.

Unless otherwise specified, the minimum limits of property damage liability and bodily injury liability shall be:

A. General Liability:

- 1) Primary Coverage - \$500,000 per person per accident
- 2) Umbrella Coverage - \$1,000,000 per accident

B. Automobile Liability:

- 1) The Contractor must certify to the Eaton County Road Commission that its motor vehicle insurance meets the requirements of the Michigan Motor Vehicle Insurance Law.
- 2) Bodily Injury Coverage - \$500,000 per person per accident.

- 3) Property Damage Coverage - as required by statute.
- 4) Umbrella Coverage - \$1,000,000 per accident.

C. Worker's Compensation Insurance:

Contractor must provide proof that it carries adequate Worker's Compensation Insurance.

The above insurance coverage shall afford the contractor and the Eaton County Road Commission protection 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, commencing when the contractor signs the contract and continuing until the completion of the work and final approval by the Eaton County Road Commission.

The Contractor shall not cancel or reduce the coverage of any insurance required by this provision without providing a 30 day prior written notice to the Eaton County Road Commission. The notice shall be sent by certified mail, return receipt requested.

All such insurance must carry an endorsement whereby the insurer shall agree to notify the Eaton County Road Commission immediately of any reduction or cancellation of coverage.

The Contractor shall cease operations on the occurrence of any cancellation and shall not resume operations until new insurance coverage is in effect.

### **PROJECT WORK SCHEDULE**

The Contractor shall be responsible for submitting, in writing, a project work schedule prior to beginning work. A beginning date and completion date for the project shall be included in the schedule. Schedule of roads swept will be laid out in a systematic manner. Once work is started in Eaton County, work shall continue until all available roads scheduled for sweeping at that time have been completed.

The Contractor will be required to make a minimum of one complete sweeping of all of the designated roads. The first shall be completed by July 1, 2017 and second sweeping, if determined to be necessary by the Road Commission, shall be started after August 15, 2017 and shall be completed by September 15, 2015.

### **DAILY NOTIFICATION**

Prior to the start of each day's work, the contractor shall notify the Superintendent of the Road Commission, or his representative, of the general location where the sweeping crew will be working.

## **EQUIPMENT**

The Contractor will be required to use up to date equipment capable of completing the work described herein on the prescribed schedule through the life of the project. The Contractor must submit a list describing the numbers, make, year, and type of equipment available which is to be demonstrated and approved prior to the award of the project. All sweepers must be dual controlled and equipped with right and left gutter brooms.

Sweepers must be equipped with flashing traffic control arrow and rotating (360°) amber lights visible front and rear for safety purposes, and any other devices necessary for a safe operation.

The Contractor shall allow the ECRC to install GPS tracking and sensor equipment in each sweeping unit performing work on the contract. The Contractor agrees to allow ECRC reasonable access to the sweeping units to install and maintain this tracking equipment during the term of the contract, and to remove the equipment at such time as the contract ends or the sweeping unit is removed from service on contract work. The ECRC agrees to install the equipment in such a manner as not to interfere with the operation of the vehicle or other installed equipment, and to repair any access or mounting damage to the vehicle at such time as the GPS equipment is removed.

GPS tracking equipment shall remain the property of the ECRC.

## **DEBRIS DISPOSAL**

The Contractor will be responsible for the disposal of all material gathered from sweeping operations, including areas where debris can be stockpiled, landfill fees, leveling and grading of stockpile areas, any and all agreements made with public or private individuals and land owners. Debris shall not be dumped on any county roads without the prior written permission of the Eaton County Road Commission.

## **TIME OF SWEEPING OPERATIONS**

Sweeping may be accomplished at any time, day or night, but must be coordinated with the Eaton County Road Commission operations, with prior notice given for nighttime or weekend work.

## **DUST CONTROL**

All sweeping must be accomplished with use of water. It will be the Contractor's responsibility to secure his own sources for this operation.

## **NON-SWEEPABLE DEBRIS**

The Contractor shall notify the Eaton County Road Commission at least 24-hours prior to sweeping any areas that have debris of a size which the sweeper unit physically cannot handle. The Eaton County Road Commission will attempt to remove this debris prior to sweeping.

## **SWEEPING PROCEDURES**

All sweeping shall be performed in the same direction as the flow of traffic. Each section or area being serviced shall be completed before moving on to the next unless otherwise directed. If a street within a section cannot be completed, it shall be the Contractor's responsibility to notify the Eaton County Road Commission while the sweeper is still in the area or section.

## **QUALITY OF WORK**

The Eaton County Road Commission reserves the right to determine whether the quality of work completed is acceptable. In making this determination, the following standard will be applied:

CURBS SHOULD BE MOSTLY CLEAR WITH NO OBVIOUS LITTER ACCUMULATION, NO SEDIMENT BUILDUP AND NO SIGNIFICANT VEGETATION. SOME FINE SEDIMENT IN VOIDS, CRACKS AND GUTTER LINE IS ACCEPTABLE. OBVIOUS WINDROWS OF MATERIAL MOVED BY THE SWEEPER ONTO THE PAVEMENT ARE NOT ACCEPTABLE AND MUST BE REMOVED BY THE CONTRACTOR PRIOR TO ACCEPTANCE OF THE WORK.

The Contractor will be required to re-sweep any and all road sections that, in the opinion of the Eaton County Road Commission, fails to meet the above standard, at no additional cost to the Road Commission.

## **MEASUREMENT AND PAYMENT**

### **A. Payment for Idle Equipment and Labor.**

In the event that machinery or equipment is idled due to the failure of the Road Commission to properly provide for the Contractor to proceed with the prosecution of the work in accordance with the terms of the contract, payment WILL NOT be allowed on a rental basis of the idle equipment.

In the event that labor is idle due to the failure of the Road Commission to properly provide for the Contractor to proceed with the prosecution of the work within the terms of the contract, payment WILL NOT be allowed.



B. Completed Work:

Partial payments will be made bi-weekly on the basis of the value of work completed to date, less a 10% retainage, providing the work is progressing in accordance with the progress schedule.

C. Method of Payment:

1. Contractor shall invoice the Eaton County Road Commission bi-weekly for all work completed.
2. Contractor shall notify the Eaton County Road Commission daily upon completion of work so work may be approved.
3. Payment for completed work accepted by the Road Commission will be made upon receipt of invoice and approval by the Road Commission.
4. The payment for all work not completed by the scheduled provided by the Road Commission or the submitted progress schedule will be reduced by 10% per week until all work is completed.

D. Bid Price Structure:

All sweeping shall be bid on a price per curb mile of treatment, and each side of the road will be measured separately. If a fraction of a mile is completed, it shall be measured for payment to the nearest 1/100th mile. Bridges to be swept shall be priced by the unit. Please submit hourly rate for normal operations and hourly rate for emergency call out, also, full road width sweeping (20' - 55'). Curb mileage to be swept may be adjusted up or down during the course of the work, and payment for additional mileage will be made at the unit prices bid.

**NOTES APPLYING TO THE MAPS AND QUANTITIES ON PROPOSAL SHEETS**

All sheets of the maps and proposal should be consulted for pertinent information regarding the proposed work. The Superintendent or his representative shall be consulted regarding any questions relating to the nature of the proposed finished work prior to the submission of a Bid Proposal. Quantities and locations are approximate and may not be all inclusive or in excess and are not guaranteed. Types of curbs do vary and it is the Contractor's responsibility to review each street prior to bidding.

# STREET SWEEPING 2017 PROGRAM

- LEGEND
- BRIDGES
  - CURBED STREETS

## DELTA ONEIDA WINDSOR TOWNSHIPS

