

# OCEANA COUNTY ROAD COMMISSION

3501 W. Polk Road  
P.O. Box 112  
Hart, Michigan 49420  
(231) 873-4226  
(231) 873-7123 (Fax)

## REQUEST FOR SEALED BIDS CATCH BASIN CLEANING

### COVER SHEET

Your bid packet should contain the following:

- 1) Notice to Bidders Advertisement
- 2) Specifications for Catch Basin Cleaning Services (6 pages)
- 3) Catch Basin Cleaning Area Descriptions and Termini (4 pages)
- 4) Title VI / Appendix A (2 pages)
- 5) Catch Basin Cleaning Bid Forms (6 pages)
- 6) Contract Bid Price Summary Sheet (1 page)
- 7) Catch Basin Contractor Information Sheet (1 page)

If your bid packet is not complete, advise the Oceana County Road Commission (231)

873-4226 immediately. Please review the specifications. Locations are attached..

**NOTE:** Arrow board specifications have been changed to meet MMUTCD Section 6F-3.

# SPECIFICATIONS FOR CATCH BASIN CLEANING SERVICE

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It is the intent of the Oceana County Road Commission to receive bids for Catch Basin Cleaning Services in designated areas in Oceana County for the period of 2022 through 2024. The contract for these services will be for up to three (3) years for State Catch Basins, subject to satisfactory performance by the contractor with an option for one additional one-year extension.

## Scope

Specifications for this contract includes furnishing of all labor, equipment, tools and traffic control devices as required for the catch basin cleaning services of specified streets throughout the County.

All catch basins are to be cleaned to the bottom of their structure. The contractor shall inspect all structures and document their location, date cleaned, condition of the structure, condition of any leads that enter the structure, and note any problems that need attention.

Subcontractors, if any, shall be bound by these specifications and it is the responsibility and duty of the contractor to verify that the subcontractor meets all conditions. The contractor shall furnish any subcontractor's proof of insurance.

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

## General

Scope of the bid involves the mechanical cleaning of catch basin locations under the jurisdiction of the Oceana County Road Commission or State Trunklines currently under Maintenance Agreement with the Michigan Department of Transportation. The bid will cover indicated road/street areas in the Oceana County Primary and Local Road Systems, including State Trunklines and Interstate System. All areas to be included in the bid will appear in the specifications as to extent of services to be performed.

Bidder should note that State Trunkline portions of the bid are subject to written approval by the Michigan Department of Transportation.

**Award of bid for catch basin cleaning will be granted to one Contractor as a lump sum bid based on the total cost for all areas, provided all stated specifications are met.**

**Basin locations & quantity**

Village of Pentwater 44 basins

Village of Hesperia 42 basins

City of Hart 43 basins

Hart Road Commission 16 basins

Hart Rest Area 19 basins

Basins vary in diameter & depth (4' to 6')

**Equipment**

- A. Vactor
- B. Camel
- C. Arrow Board - Must meet MMUTCD 6F-3 specifications

All vehicles shall be equipped with a rotating or strobe amber lights visible from all sides of equipment for safety purposes, (i.e., 360 degrees), and any other devices the bidder or the Road Commission deem necessary for a safe operation. The Oceana County Road Commission reserves the right to inspect the bidder's equipment per the requirements specified above, prior to the letting of the bid and/or to require an operation/proficiency demonstration of the equipment. Arrow boards must be used in accordance with the Michigan Manual of Uniform Traffic Control Devices, Arrow Display section, 6F-3 Type B when working on county roads and GF-3 Type C when working on State highways.

**Signing**

Appropriate signing and traffic control shall be used for lane closure and shoulder work. Signing must conform to the Michigan Manual of Uniform Traffic Control Devices Part 6.

**Debris Disposal**

The successful bidder will be responsible / liable for the proper and/or legal disposal of all materials collected from routine and special catch basin cleaning services. Arrangements with others relating to transporting, stockpiling and/or disposal, along with the fees involved, shall be the responsibility of the successful bidder. Disposal manifests must be obtained and submitted to the Road Commission as proof of proper disposal. No payment for work completed will be made until manifests/delivery receipts are received by MCRC. Decanting back into catch basin is strictly prohibited.

**Insurance**

The contractor and their **subcontractors** shall furnish proof of insurance certificates with the following minimum requirements.

	Statutory Coverage
Worker’s Compensation	
Bodily Injury and Property Damage General Liability	
Each Occurrence	\$1,000,000
Aggregate	\$2,000,000
Bodily Injury Liability and Property Damage Liability Automobile	
Bodily Injury Liability Each Occurrence	\$1,000,000
Each Person	\$ 500,000
Property Damage Liability Each Occurrence	\$1,000,000
Combined Single Limit for Bodily Injury and Property Damage Liability	
Owner’s Protective Liability, including Contractual Liability	

Where required as an incident to compliance with Federal Laws and Regulations, bodily injury and property damage protection shall be extended to the Michigan Department of Transportation and the Oceana County Road Commission; and, where indicated by the identity of the contracting parties, the protection shall be extended to all participating political subdivisions and public corporations.

Contractors shall save harmless and indemnify the Oceana County Road Commission, as well as its Board of Directors, Administrators and Employees, against all claims for damages to public or private property and for injuries to persons arising out of and during the progress and to the completion of work.

**The certificate of insurance must be submitted with the bid forms and will include and be named as additional insured, in writing: “Michigan Department of Transportation (MDOT), The Board of County Road Commissioners for Oceana County, the Oceana County Road Commission and its Officers, Agents and Employees have been added as additional insured with respect to General Liability.”**

**Bonds**

Upon notification of award of contract, the successful bidder shall furnish a satisfactory performance bond in the amount of 100 percent of the total contract price. Such bond shall meet the requirements of the Department; including but not limited to, those pertaining to Powers of Attorney and the requirements specified by the laws of Michigan. The performance bond must be furnished prior to any contract award and no later than 30 days after the deadline for submission of bids. Failure to provide a timely performance bond will result in cancellation of award of bid.

### **Method of Payment**

- A. Bidder will invoice the Oceana County Road Commission by area.
- B. Bidder will notify the Oceana County Road Commission in writing upon completion of an area so inspection can be made and logged.
- C. Upon receipt of the invoice and approval, as indicated in log, payment shall be made in accordance with the predetermined quantity and bid rate.
- D. Pay item quantities or hours, if an hourly rate contract, may be substantially decreased or increased depending on Legislative action taken on the jurisdictional changes to the highway system during the life of this contract. Unit prices or hourly rates as bid must apply for the duration of the contract regardless of the final contract quantities. No additional compensation will be allowed for changes in the contract quantities.

### **Routine Catch Basin Cleaning**

Defined locations with number of structures per year are contractually scheduled. It is the intent of the contract to clean 1/3 of all structures within Muskegon County per year.

**Time interval:** Cleaning of catch basins shall not begin before May 1st and **must** be completed by July 31st. Failure to complete the project by July 31st will result in a penalty of \$100 per day for every calendar day the project goes past this completion date.

### **Daily Work Schedules**

Contractor shall keep a daily work log indicating the location of each structure and its physical condition; noting any defect or repair that may be needed.

### **Identification**

All structures will be identified with a 2" x 10" paint stripe on top of the metal curb back indicating completion. Different color paint will be used each year.

### **Quantities**

The Oceana County Road Commission reserves the right to increase or decrease the number of units cleaned in each contract year.

### **Special Call Out Catch Basin Cleaning**

The bidder agrees that they are available for unscheduled/non-routine cleaning of an existing drainage structure(s) that may or may not be defined by the contract. Contractor shall be available and able to respond within a specific time frame agreed upon by both parties. Non-routine call out catch basin cleanout shall be bid on the basis of per catch basin cleaning.

### **Drug/Alcohol Testing**

The Oceana County Road Commission is committed to provide a safe driving environment for the pedestrian and motoring public in Oceana County. As a part of this commitment, the Road Commission has implemented a Drug/Alcohol Testing Program for its employees. As a further commitment to this important safety program, the contractor will be required to comply with the Department of Transportation Drug and Alcohol requirements for all drivers performing work under this contract.

The contractor will be required to drug test all employees that will be performing operations under this contract. The contractor will submit results of the testing to the Road Commission. All drivers performing Road Commission work will test negative for drugs and alcohol.

The contractor must presently have a drug/alcohol testing program in place and employees must have been tested within 6 months.

### **Cancellation of Contract Provisions**

The Oceana County Road Commission shall have the right to cancel the Contract for nonperformance/inadequate performance should an inspection by the designated representative reveal that the Contractor's performance and/or work results in any non-acceptable maintenance condition of one or all specified areas.

The designated representative at the time of the **first** circumstance shall call for a meeting with the contractor to issue a written warning of possible contract termination should the condition continue. If the condition should repeat itself a **second** time, written notice of termination shall be sent.

Submission of a bid will be interpreted as a conclusive presumption that the Contractor is thoroughly familiar with the bid requirements and specifications and that he/she understands and agrees to abide by each and all of the stipulations and requirements contained herein. The Oceana County Road Commission shall have the right to cancel the Contract between the Contractor and the Road Commission for any violation as may be determined by the Road Commission and such determination shall be the sole determination of the Road Commission and its representative.

**Assignment Clause**

The contract between the Oceana County Road Commission and the contractor may not be assigned to a third party without the written consent of the Oceana County Road Commission.

**Questions**

Contact the Road Commission Office at (231) 873-4226 if assistance is needed in locating the catch basins or there are questions concerning the specifications for the work.



**OCEANA COUNTY ROAD COMMISSION  
P.O. Box 112  
Hart, Michigan 49420**

**Storm Sewer Catch Basin Cleaning**

<b>Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total Cost</b>
Village of Pentwater	44 basins	_____	_____
Village of Hesperia	42 basins	_____	_____
City of Hart	43 basins	_____	_____
Hart Road Commission	16 basins	_____	_____
Hart Rest Area	19 basins	_____	_____

**Basins vary in diameter & depth (total 164)  
Contractor is responsible for proper signing and  
proper waste disposal of all contents removed  
from basins.**

**Operator's Wages are to be included in the Unit Bid Price.**

**TOTAL COST OF WORK \$ \_\_\_\_\_**

**BIDDER NAME \_\_\_\_\_**

**TELEPHONE \_\_\_\_\_**

**ADDRESS \_\_\_\_\_**

**CITY/STATE \_\_\_\_\_**