

NOTICE TO BIDDERS

Sealed bids will be received by the Board of County Road Commissioners of the County of Gratiot at their office at 200 Commerce Drive, PO Box 187, Ithaca, MI 48847, until **10:00 AM, Tuesday, December 12, 2023** for the following:

SNOW REMOVAL SERVICES AT THE ITHACA MAIN OFFICE FACILITY

Further information upon which bids shall be based is available at the offices of the Road Commission.

The Board reserves the right to accept or reject any or all bids, waive any irregularities and to accept the bid which, in their opinion, is in the best interest of the County of Gratiot.

Any bid received after the specified time will be returned unopened.

**BOARD OF COUNTY ROAD COMMISSIONERS
OF GRATIOT COUNTY**

BY: Wesley Federspiel, Chairman

GENERAL INFORMATION TO BIDDERS

SCOPE OF WORK:

The undersigned hereby proposes to perform snow removal services as outlined herein in accordance with the specifications to follow.

The contractor shall furnish all labor, equipment and materials necessary to perform work described herein.

EXAMINATION OF GROUNDS:

Bidders shall familiarize themselves with the grounds on which the work is to be performed.

INSURANCE REQUIREMENTS:

The bidder will be required to furnish evidence of insurance coverage in the following types and amounts by Certificates of Insurance.

TYPE	MINIMUM LIMITS
Workman's Compensation	Statutory Limit
Commercial General Liability	\$250,000 Accident & Aggregate

UNIT PRICES:

Unit prices will be based on the total cost for providing labor, equipment and materials for performing described work each time the work is performed.

BASIS OF PAYMENT:

Payment will be made monthly on the basis of the number of units performed during that month at the unit prices indicated herein upon satisfactory completion of each item.

GENERAL DESCRIPTION, FREQUENCY AND TIME OF WORK:

Snow shall be removed from all sidewalks and sidewalks shall be salted before 6:30am with any accumulating snow or ice event. Second removals will be required as needed. Second removals shall be completed by noon on the day of the event. Salt shall be used if needed. Removals shall not exceed twice per day.

GENERAL REQUIREMENTS:

1. Contractor shall use only salt that is non-corrosive on concrete and asphalt surfaces.
2. Contractor is expected to be professional. Personnel will be properly attired.
3. Should contractor fail to meet any of the above specifications, then this contract may be cancelled upon verbal or written notice

TO BE COMPLETED BY BIDDER

The undersigned has examined the previous specifications and familiarized themselves with the location and work to be performed.

The undersigned proposes to perform the work as described at the following prices:

<u>ITEM OF WORK</u>	<u>UNIT</u>	<u>UNIT PRICE</u>
Snow Removal at Main Office	each	_____

TOTAL PRICE AS BID

Payment will be based on the unit price above. The actual number of units may vary with no adjustment in the unit price.

LENGTH OF CONTRACT:

The successful bidder will commence work as of January 1, 2024, performing work as outlined in this document. The terms of this proposal will conclude on December 31, 2024. This proposal, if awarded, can be extended year to year, if mutually agreeable between the contractor and the Gratiot County Road Commission.

If either party is dissatisfied with the terms, conditions or performance specified in this proposed contract, either party may terminate the agreement by notifying the other party, in writing, sixty (60) days in advance on termination.

Contractor Name

Street City Zip

Telephone Number

FAX Number

Business ID Number

Authorized Signature of Bidder

Date

Exceptions, recommendations or remarks:

REFERENCES: (Give 3 with name, address and telephone number)

TITLE VI – The GRATIOT COUNTY ROAD COMMISSION in accordance with Title VI of the Civil Rights Act of 1964, 78-252, 42 U.S.C. 2000d-2222d-4, the Civil Rights Act of 1987, P.L. 100-259, and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Non-discrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, Disadvantaged Business Enterprise firms will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of Race, Color, Sex, Age, National Origin, or Handicap in consideration for an award.