



MONROE COUNTY
R O A D
COMMISSION

840 S. Telegraph Road • Monroe, Michigan 48161 • Phone: (734) 240-5102 • Fax: (734) 240-5101

REQUEST FOR QUOTE

FOR

2016 TREE REMOVALS

QUOTES DUE BY:

Tuesday, February 9, 2016 at 10:00 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF MONROE

Paul Iacoangeli, Chairman
Dan Minton, Vice Chairman
Bruce R. Stammer, Jr., Member
Stephen J. Pace, Member
Charles A. Londo, Member

INSTRUCTIONS
and
GENERAL CONDITIONS

OWNER

The owner of the project is the Board of County Road Commissioners of the County of Monroe, also referred to as the "Board."

QUOTES DUE BY

Quotes shall be submitted using the form on page 6. Quotes may be submitted by email to RBrown@mcr-mi.org or by fax to 734-240-5131. All quotes shall be submitted prior to **10:00 a.m.** on **Tuesday, February 9, 2016**. All responding companies will be notified of the results shortly thereafter.

INCREASED OR DECREASED QUANTITIES

The Board reserves the right to increase or decrease quantities from those originally estimated and such changes will be paid for at the unit price bid so long as the total contract amount is not changed more than twenty-five (25) percent. Changes in excess of that amount will be individually negotiated.

TIME OF COMPLETION

All work shall be completed on or before **March 31, 2016**.

PAYMENTS TO CONTRACTOR

The Contractor shall invoice the Monroe County Road Commission for their work. The invoice shall contain, at a minimum, the following information: road name, items of work, quantity of work completed for each item, and the contract unit prices.

BOARD RESPONSIBILITY

The Board shall not supervise, direct or have control or authority over, nor be responsible for, the Contractor's means, methods, techniques, sequences or procedures of construction or the safety precautions and programs incident thereto, or for any failure of Contractor to comply with laws and regulations applicable to the furnishing or performance of the work unless otherwise specified in the Special Provisions. The Board will not be responsible for the Contractor's failure to perform or furnish the work in accordance with the Contract Documents.

INDEMNIFICATION, DAMAGE LIABILITY AND INSURANCE

- A. **Indemnification.** The Contractor must hold harmless, indemnify, defend and represent the Board and its officers, agents and employees against any and all claims for bodily injury or property damage, or any other claim arising out of performance of the work on this contract. The Contractor will not be responsible for claims that result from the sole negligence or willful acts of said indemnitee.
- B. **Workers' Compensation Insurance.** The Contractor must carry the necessary Workers' Compensation Insurance and submit a certification that it carries Workers' Compensation to the Board.
- C. **Bodily Injury and Property Damage.** The Contractor must carry adequate insurance, satisfactory to the Board, to afford protection against all claims for damage to public or private property and injuries to persons arising out of performance of the work. Copies of completed certificates must be submitted to the Board.

1. **General Liability, Bodily Injury and Property Damage.** The Contractor must provide the following minimum limits of property damage and bodily injury liability:

Bodily Injury and Property Damage Liability:

Each Occurrence	\$1,000,000
Aggregate	\$2,000,000

2. **Automobile Liability, Bodily Injury and Property Damage.** The Contractor must provide the following minimum limits of property damage and bodily injury liability:

Bodily Injury Liability:

Each Person	\$500,000
Each Occurrence	\$1,000,000

Property Damage Liability:

Each Occurrence	\$1,000,000
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Combined Single Limit for Bodily Injury and Property Damage Liability:

Each Occurrence	\$2,000,000
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3. **Umbrella Policy.** The Contractor may meet the requirements of above minimum limits of bodily injury and property damage liability through an umbrella policy.

- D. **Additional Insured.** The Bodily Injury and Property Damage Policy must include the following endorsements, verbatim:

“Additional Insured: The Board of County Road Commissioners of the County of Monroe, the Monroe County Road Commission and its officers, agents and employees.”

“Provide written notice ten (10) days prior to cancellation, expiration, termination or reduction in coverage for nonpayment of the premium and written notice thirty (30) days prior to cancellation, expiration, termination or reduction in coverage for all other reasons.”

The contractor shall provide a current certificate of liability insurance prior to the start of work.

MAINTENANCE OF TRAFFIC

Maintain traffic in accordance with the Michigan Manual of Uniform Traffic Control Devices (MMUTCD).

The Contractor shall be responsible for the protection of vehicular and pedestrian traffic, work in progress and construction workers in the work zone through the implementation of procedures as described in this proposal, the MMUTCD, the Standard Specifications for Construction, and other applicable state and federal requirements.

All work shall be conducted during normal daytime hours unless otherwise approved by the Engineer. Normal daytime hours are considered to be Monday through Saturday from 7 a.m. to 7 p.m.

Work Performed Outside the Shoulder: Advance warning signs for work outside the shoulder shall consist of, at a minimum, Road Work Ahead (W20-1) signs in accordance with the attached Typical MD-01.

Work Requiring a Shoulder Closure: Advance warning signs for shoulder closures shall consist of, at a minimum, Road Work Ahead (W20-1) signs and a Right Shoulder Closed Ahead (W21-5b) sign in accordance with the attached Typical MD-11a. Temporary speed limit signs will not be required. Channelizing devices for shoulder closures shall be 28 inch traffic cones.

Work Requiring a Lane Closure: Advance warning signs for a lane closure shall consist of Road Work Ahead (W20-1) signs, One Lane Road Ahead (W20-4) signs, Traffic Regulator Symbol (W20-7a) signs and Be Prepared to Stop (W3-4) signs in accordance with the attached Typical MD-21a. Temporary

speed limit signs will not be required. Channelizing devices for shoulder closures shall be 28 inch traffic cones.

All labor, equipment, temporary signs and channelizing devices required for maintaining traffic will not be paid for separately and are included in the unit prices for other items of work.

SPECIFICATIONS

The work consists of removing and disposing of trees and the respective stumps. If removing a stump may result in damage to existing utilities, remove the stump by chipping to a depth of at least 12 inches. Backfill removal areas with approved granular material.

All burnable wood, excluding brush, from the tree removals shall be offered to the property owner. If the property owner wants the burnable wood, cut the wood in lengths of eight feet or less and stack outside of the right-of-way. If the property owner does not want the burnable wood, the Contractor shall dispose of the material.

MEASUREMENT AND PAYMENT

The size of trees will be determined by the diameter of the trunk, measured to the nearest full inch, at a point 4½ feet above the ground line at the base of the tree. Trees with major limbs, lower than 4½ feet from the ground, will be measured at the smallest diameter below the limbs.

Where more than one trunk has grown from a common stump, each trunk will be measured as a separate tree.

The unit prices for the tree removal items include the cost of the following:

1. Removing and disposing of the tree;
2. Removing and disposing of the respective stump;
3. Providing and placing backfill; and
4. Providing personnel, equipment, temporary signs and channelizing devices required for maintaining traffic.

LIST OF TREE REMOVALS

Address	Offset from Center of Road	Township	Diameter (inches)	Type	Pay Item
714 E. Hurd	22' North	Frenchtown	40	Deciduous	Tree, Rem, 37 inch or Larger
714 E. Hurd	25' North	Frenchtown	12	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	6	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	18	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	8	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	14	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	12	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	12	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	18	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	16	Deciduous	Tree, Rem, 6 inch to 18 inch

714 E. Hurd	25' North	Frenchtown	16	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	14	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	14	Deciduous	Tree, Rem, 6 inch to 18 inch
714 E. Hurd	25' North	Frenchtown	10	Deciduous	Tree, Rem, 6 inch to 18 inch
725 E. Hurd	24' North	Frenchtown	14	Deciduous	Tree, Rem, 6 inch to 18 inch
725 E. Hurd	24' North	Frenchtown	40	Deciduous	Tree, Rem, 37 inch or Larger
725 E. Hurd	24' North	Frenchtown	42	Deciduous	Tree, Rem, 37 inch or Larger
725 E. Hurd	24' North	Frenchtown	38	Deciduous	Tree, Rem, 37 inch or Larger
1900 W. Seventh	30' South	Monroe	38	Deciduous	Tree, Rem, 37 inch or Larger

COMMUNICATIONS

Any questions regarding this bid shall be directed to the person listed below:

Name: Ross Brown
Phone: 734-240-5139
Email: RBrown@mcrc-mi.org

**UNIT PRICE QUOTE
FOR
TREE REMOVALS**

TO: Board of County Road Commissioners of Monroe County, Michigan

The undersigned hereby agrees to furnish all labor, equipment, materials and incidentals necessary to perform the Work as specified in the Instructions and General Provisions at the unit price named below:

Item Description	Estimated Quantity	Unit	Unit Price	Total
Tree, Rem, 6 inch to 18 inch	14	Ea	\$	\$
Tree, Rem, 37 inch or Larger	5	Ea	\$	\$
Total Bid				\$

Final payment will be based on actual quantities of work completed.

Contractor Signature: _____

Printed Name and Title: _____

Company: _____

Address: _____

City, State, ZIP: _____

Telephone Number: _____

Fax Number: _____

E-Mail Address: _____

SUBMITTED on: _____, 2016