



## REQUEST FOR BIDS

Elkhart County Highway Engineering is requesting bids for the following project:

### Structure Cleaning 2018

#### PROJECT DESCRIPTION

This project consists of removing sediment and debris from catch basins and storm inlets. The basins/inlets to be cleaned are all located in Baugo, Concord, and Jefferson townships all located in the northern half of Elkhart County. There are 950 basins/inlets to be cleaned in this project.

#### ANTICIPATED TIMELINE

- |  |                 |
|--|-----------------|
| A. Due date of bid:                          | <b>5/21/18</b>  |
| B. Anticipated date of contractor selection: | <b>5/23/18</b>  |
| C. Anticipated Notice to Proceed:            | <b>5/28/18</b>  |
| D. Anticipated project completion:           | <b>11/02/18</b> |

#### BID REQUIREMENTS

Bids must be received in a sealed envelope by **9:00 am May 21, 2018**, at the County Commissioners office.

Envelopes should be marked as:

Bid for: **Structure Cleaning 2018**  
Attn: Board of Commissioners  
Elkhart County Highway Department  
117 North Second Street  
Goshen, IN 46526

Received bids should contain the following:

- The contractor's name should either appear as the return address on the envelope or be otherwise marked on the outside of the envelope.
- The name, email address, phone number, and fax number of the contractor's designated contact person.
- Completed itemized price bid forms, as provided by the County.
- A single lump sum price to complete the project and a daily/hourly rate for extra listed in the specifications.

- The contractor's expected schedule for starting and completing this project. This information may influence the selection of the winning bid for time sensitive projects.

## **GENERAL NOTES**

**BIDDING:** Package is to be bid lump sum for catch basin cleaning services. Contractor shall also provide both a daily rate (8 hours minimum), as well as an hourly rate for extra work if requested. Services are to include all labor and equipment needed to perform the requested work. Included in the cost shall be transporting and disposing of catch basin debris, travel, fuel, water and any other incidental cost related to the project. Pay estimates shall reflect only catch basins cleaned, and any additional hourly services requested. Pay estimates are to be submitted on second and fourth Fridays of the month.

The cost of items necessary for successful completion of this project that do not appear on the itemized price bid form shall be incorporated into the cost of other items.

Cleaning forms listing structure locations will be provided and when completed must be returned to Elkhart County Highway Department. The structure cleaning will be verified before payment can be made. Payment for completed and inspected structures can be invoiced bi-monthly.

The selected contractor is expected to provide proof of insurance before commencement of work.

If you have any questions regarding this project, please contact Elkhart County Highway at 574-533-0538 and reference **Structure Cleaning 2018**.