

**REQUEST FOR QUOTES**

**August 26, 2019**

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

**CR 38 Right-of-Way Clearing**

**LOCATION**

CR 38, from CR 31 to a point approximately 1,000 ft. east of CR 35

**PROJECT DESCRIPTION**

The project involves clearing of Right-of-Way on CR 38 from CR 31 to a point approximately 1,000 ft. east of CR 35.

**ANTICIPATED TIMELINE**

Due date of quotes:	<b>September 9, 2019</b>
Contractor Selection Date:	<b>September 16, 2019</b>
Earliest Start Date:	<b>October 1, 2019</b>
Intermediate Completion Date: South Side of CR 38 Clear:	<b>January 1, 2020</b>
Completion Date: Entire Project Area Clear:	<b>March 1, 2020</b>

**QUOTE REQUIREMENTS**

Quotes must be received in a sealed envelope by **9:00 am** local time. It is the responsibility of the bidder to ensure that its bid is delivered on time to the Office of the Elkhart County Commissioners, County Administration Building, 117 N. Second Street, Goshen, IN 46526.

Envelopes should be marked as:

Quote for: CR 38 Right-of-Way Clearing  
Attn: Anita Mock  
Elkhart County Board of Commissioners  
117 North Second Street  
Goshen, IN 46526

Received quotes shall 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 shall be included on the attached "Quote Form."
- A single lump sum price to complete the portion of the project shown in the "Base Bid Clearing Area" on the plans shall be provided on the attached "Quote Form." The plans are available for download from <http://elkcohwvy.dreamhosters.com/bids/>
- Individual lump sum prices to complete the portions of the project that are identified as "Alternate Clearing Area" in the plans and are described below shall be provided on the attached "Quote Form." The properties that are identified as alternate clearing areas are still going through the Right of Way Acquisition process, and at the start of the project access to these properties will not be available. As the acquisitions are completed the County will issue a separate notice to proceed for each of the "Alternate Clearing Areas." Each alternate will be awarded, but with separate notices to proceed.
  - **Alternate #1:** Parcels #3 & 3A
  - **Alternate #2:** Parcels #6, 6A, & 6B
  - **Alternate #3:** Parcels #7, 7A, & 7B
  - **Alternate #4:** Parcel #9A
  - **Alternate #5:** Parcels #15 & 15A
  - **Alternate #6:** Parcels #25 & 25A
  - **Alternate #7:** Parcels #26, 26A, 26B, & 26C
  - **Alternate #8:** Parcels #27 & 27A
  - **Alternate #9:** Parcels #29 & 29A
  - **Alternate #10:** Parcels #31 & 31A
  - **Alternate #11:** Parcel #36
  - **Alternate #12:** Parcels #38, 38A, & 38B
  - **Alternate #13:** Parcel #42
  - **Alternate #14:** Parcel #51
  - **Alternate #15:** Parcels #53 & 53A

### **SPECIFICATIONS**

All trees, bushes, stumps, and brush in the hatched portions on the plans shall be removed unless specifically identified on the contract plans to remain. All stumps shall be completely removed or ground and backfilled with sand unless conflicts with utility lines prohibit removal of the stump. Any additional items marked on the plans for removal will also need to be removed.

Incidental to the work shall be the removal of any fencing or other obstructions as required to obtain access to a property where clearing is required.

The Right-of-Way will be staked by the County before the quote due date to aid in the preparation of quotes. The Right-of-Way will be staked by the County for the contractor before the Notice to Proceed is authorized. It is the contractor's responsibility to adequately inspect the site and clarify the intent of the project prior to submitting a quote.

Delays in completion beyond the Intermediate Completion Date or Completion Date shall result in liquidated damages. The damage charges shall be two-hundred dollars (\$200) per day.

### **GENERAL NOTES**

The contractor is expected to provide traffic control in accordance with the latest MUTCD unless otherwise noted by the County. Elkhart County anticipates no more than one lane closure at any given time except for short periods of time (approximately 2-3 hours) for the cutting of limbs and/or trees that are in danger of falling into both lanes. Full closures must be coordinated with Elkhart County Highway. The contractor shall be responsible for the safety of traffic, the public, workers, and utilities.

All trees that are removed shall become property of the contractor unless otherwise noted and shall be removed to a pre-approved location.

The selected contractor is expected to provide proof of insurance meeting the requirements of IC 5-16-13.

Quotes received after the designated time will not be considered and will be retained unopened until after award. The County reserves the right to accept or reject any or all quotes and to waive informalities or irregularities.

If it becomes necessary to revise any part of the Request for Quotes (RFQ) or otherwise provide additional information, an addendum will be issued by the County and posted on the highway website (<http://elkcohwyt.dreamhosters.com/bids/>).

The County will not be liable for any costs incurred by the respondents in replying to this RFQ.

If you have any questions regarding this project, please contact me before **12:00 noon on Friday, September 6, 2019** via email: [vdivaccaro@elkcohwyt.org](mailto:vdivaccaro@elkcohwyt.org).

Sincerely,

Vincent DiVaccaro, E.I.  
Project Engineer  
**Elkhart County Highway Department**

# Quote Form

August 26, 2019

For

## CR 38 Right-of-Way Clearing

**Contractor Information:** Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Designated Contact Person:** Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Fax: \_\_\_\_\_

### QUOTE:

**Base Bid Clearing Area:** \$ \_\_\_\_\_ (lump sum)

- Alternate #1: Parcels #3 & 3A \$ \_\_\_\_\_ (lump sum)
- Alternate #2: Parcels #6, 6A, & 6B \$ \_\_\_\_\_ (lump sum)
- Alternate #3: Parcels #7, 7A, & 7B \$ \_\_\_\_\_ (lump sum)
- Alternate #4: Parcel #9A \$ \_\_\_\_\_ (lump sum)
- Alternate #5: Parcels #15 & 15A \$ \_\_\_\_\_ (lump sum)
- Alternate #6: Parcels #25 & 25A \$ \_\_\_\_\_ (lump sum)
- Alternate #7: Parcels #26, 26A, 26B, & 26C \$ \_\_\_\_\_ (lump sum)
- Alternate #8: Parcels #27 & 27A \$ \_\_\_\_\_ (lump sum)
- Alternate #9: Parcels #29 & 29A \$ \_\_\_\_\_ (lump sum)
- Alternate #10: Parcels #31 & 31A \$ \_\_\_\_\_ (lump sum)
- Alternate #11: Parcel #36 \$ \_\_\_\_\_ (lump sum)
- Alternate #12: Parcels #38, 38A, & 38B \$ \_\_\_\_\_ (lump sum)
- Alternate #13: Parcel #42 \$ \_\_\_\_\_ (lump sum)
- Alternate #14: Parcel #51 \$ \_\_\_\_\_ (lump sum)
- Alternate #15: Parcels #53 & 53A \$ \_\_\_\_\_ (lump sum)

**Sum of Alternates:** \$ \_\_\_\_\_ (total price for all Alternates)

**TOTAL QUOTED PRICE:** \$ \_\_\_\_\_ (Base Bid Clearing + All Alternates)

Elkhart County Use Only Below This Point

### Approval

Elkhart County Board of Commissioners:

Mike Yoder, President: \_\_\_\_\_, \_\_\_ / \_\_\_ /2019

Frank Lucchese, Vice President: \_\_\_\_\_, \_\_\_ / \_\_\_ /2019

Suzanne Weirick, Member: \_\_\_\_\_, \_\_\_ / \_\_\_ /2019

Elkhart County Highway Department:

Kent Schumacher, P.E., County Engineer: \_\_\_\_\_, \_\_\_ / \_\_\_ /2019