



## GENESEE COUNTY PURCHASING

A Division of the Genesee County Controller's Office

COUNTY ADMINISTRATION BLDG

1101 BEACH STREET, ROOM 343,

FLINT, MICHIGAN 48502

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*Controller*

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December 16, 2015

### **GENESEE COUNTY REQUEST FOR QUOTES #16-074**

Sealed quotes will be received until **3:00 p.m. (EST), Wednesday, January 20, 2016**, at the Genesee County Purchasing Department, 1101 Beach Street, Room 343, Flint, MI, 48502 for **EXCAVATION SERVICES** through the Purchasing office of Genesee County.

This procurement is conducted in accordance with the Genesee County Purchasing Regulations, a copy of which is on file and available for inspection at the Genesee County Purchasing Department.

Each offeror is responsible for labeling the exterior of the sealed envelope containing the quote response with the quote number, quote name, quote due date and time, and your firm's name. The quote request number and due date for this RFQ are:

**DUE DATE: Wednesday, January 20, 2016 at 3:00 p.m.**

**QUOTE REQUEST NUMBER: #16-074**

*Cindy Carnes*

CINDY CARNES, PURCHASING MANAGER

bid2\2015\16-074

Attachments

**GENESEE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER**

[www.gc4me.com](http://www.gc4me.com)

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# RFQ #16-074 EXCAVATION SERVICES

## SECTION 1 - INSTRUCTIONS TO PROPOSERS

1. Sealed quotes will be received until **3:00 p.m. (EST), Wednesday, January 20, 2016**, at the Genesee County Purchasing Department, 1101 Beach Street, Room 343, Flint, MI, 48502. The Genesee County Purchasing Department hours of operation are 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m., closed noon to 1:00 p.m. for lunch, closed holidays and furlough days, check website for closed days. Label the envelope containing the quote response as described on page 1. **LATE QUOTES AND QUOTES SENT BY FACSIMILE OR E-MAIL WILL NOT BE ACCEPTED.**
2. **Delivered or mailed submissions must include one original, one paper copy and one electronic copy of your quote.** All quotes become the property of Genesee County. The original must include a signature on the Signature Page of a person authorized to make a binding offer. Additionally the quote response must consist of one copy in electronic format on a CD, DVD or USB flash drive formatted in Adobe (.pdf), Microsoft Word, and/or Microsoft Excel. Failure to provide the required number of duplicate copies may result in rejection of your quote. Quotes may be submitted at the Buy4Michigan or MITN site for this offering, see item 3 of Section 1.
3. The official electronic copy of your proposal must be received via Buy4Michigan or MITN no later than 3:00 p.m. on Wednesday, January 20, 2016. Be certain to allow adequate time to complete the submission prior to 3:00 p.m. In addition to completing the line item quotes the full proposal response to Section 7 must be included.
  - A) **Buy4Michigan** – a review and submission of quote request can be done at **Buy4Michigan.com**. Open Market Bid 303716B0006542. Requests for quote and opportunities to bid on products and services required by Genesee County can be found on the website **www.Buy4Michigan.com**. This website is the official posting site for most State of Michigan solicitation and allows municipalities across Michigan to more effectively notify vendors of RFQ and bid opportunities. By making use of this site it increases internal efficiency and lowers costs for member agencies and taxpayers through shared resources.
    - a. You must register at the site to participate in other solicitations. Once registered you will have access to all solicitations throughout the State of Michigan posted at the website.

If you have questions or need assistance registering, please call the Vendor Support Department at 888-734-9749, Monday through Friday, 8:00 a.m. through 8:00 p.m. ET. To register for access to Genesee County bids, please go to <https://www.buy4michigan.com/bsol/login.sdo> and click on Register <https://www.buy4michigan.com/bsol/external/fidCheck.jsp>.

- B) Michigan Inter-governmental Trade Network— a review and submission of quote in response to the RFQ number RFQ-CC-16-074 can be done at <http://www.mitn.info/Genesee-County.asp?AgencyID=2340&PageType=open>.
- a. Genesee County has partnered with BidNet as part of the [Michigan Inter-governmental Trade Network](#) and will post their bid opportunities to this site. As a vendor, you can register with [Michigan Inter-governmental Trade Network](#) (use hyperlink or <https://www.mitn.info/Registration.asp?ID=2340>) and be sure that you see all available bids and opportunities. By selecting automatic bid notification, your company will receive emails once Genesee County has a bid opportunity that matches your company's business. In addition, the site handles bid opportunities, RFQs, and RFQs for other member governmental agencies. If you need help registering, please call [Michigan Inter-governmental Trade Network](#) support department toll free 1-800-835-4603.
4. All communications, any modifications, clarifications, amendments, questions, responses or any other matters related to this RFQ, shall be made by and through the purchasing contact reference in this solicitation. No contact regarding this solicitation made with other County employees is permitted. Any violation of this condition may result in immediate rejection of quote.
  5. All prospective proposers shall be responsible for routinely checking the Genesee County Purchasing Department website at <http://www.gc4me.com/departments/purchasing> for issued addenda and other relevant information. Genesee County shall not be responsible for the failure of a prospective proposer to obtain addenda and other information issued at any time related to this RFQ.
  6. The County of Genesee requires a signed Genesee County Insurance Checklist with each quote submitted. Insurance required per the specifications governing this work must be provided prior to the project starting date and kept in full effect and compliance during entire project period. Failure to comply with these provisions will cause termination of the work order.

The contractor agrees to be responsible for any loss or damage to property or persons due to the performance of services herein contracted and further agrees to protect and defend the County of Genesee against all claims or demands whatsoever, and to hold the County of Genesee harmless from any loss or damage resulting therefrom.

7. Quote Format: Quotes must be submitted in the format outlined in SECTION 7 - INFORMATION REQUIRED FOR QUOTE and the term the prices valid indicated on the Signature Page to be deemed responsive.

## SECTION 2 - STANDARD TERMS & CONDITIONS

1. **Genesee County Purchasing Regulations:** All procurements are conducted in accordance with the Genesee County Purchasing Regulations, a copy of which is on file and available for inspection at the Genesee County Purchasing Department, 1101 Beach Street, Room 343, Flint, Michigan, 48502.
2. **Evaluation and Award:** The contract will be awarded to the responsible offeror whose quote is determined to be most advantageous to the County, based on the evaluation criteria set forth in the RFQ. Genesee County reserves the right to reject any or all quotes, to waive any informality or irregularity in any quote, and to negotiate with the apparent successful offeror in the best interest of Genesee County.
3. **Discussion with Responsible Offerors and Revisions to Quotes:** Discussions may be conducted with responsible offerors who submit quotes determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. If provided in the RFQ, revisions of quotes may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. Unless otherwise indicated in the Request for Quotes, Genesee County reserves the right to award the contract in whole or in part, by item, by group of items, or by section where such action serves the best interests of Genesee County.
4. **Cancellation; Rejection of Quotes:** The Request for Quotes may be canceled by Genesee County at any time for any reason. Any quote received may be rejected in whole or in part when in the best interests of Genesee County.
5. **Receipt of Quotes:** It is solely the responsibility of the offeror to assure the timely receipt of its quote at the location indicated in the quote announcement. **LATE QUOTES AND QUOTES SENT BY FACSIMILE OR E-MAIL WILL NOT BE ACCEPTED.**
7. **Tax:** Genesee County is a Michigan Municipal Corporation and as such it is exempt from Federal Excise Tax and Michigan Sales Tax.
8. **Non-Discrimination:** The successful proposer/Contractor covenants that it will not discriminate against an employee or applicant of employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position, and that it will require the same non-discrimination assurances from any subcontractor who may be used to carry out duties described in this contract. Breach of this covenant shall be regarded as a material breach of this contract.

9. **Performance Bond:** If a performance bond is required, the bond must be issued by a company authorized to do business in the State of Michigan.
10. **Conflict of Interest:** Each offeror, by submitting a quote, represents that the offeror has no knowledge that any employee, representative or agent of the offeror is a County employee who has directly or indirectly participated on behalf of the County in the contemplated procurement, or that any County employee who has so participated or any member of such an employee's immediate family has a financial interest pertaining to the contemplated procurement from the offeror, and represents that the offeror reasonably believes that no employee, representative or agent of offeror is a County employee who has so participated and that no County employee who has so participated or member of that employee's immediate family has a financial interest in the contemplated procurement from the offeror.
11. **Inspection:** All goods are received subject to inspection and testing. If goods are defective or fail to meet the RFQ's specifications, Genesee County shall have the right to reject the goods or to correct the defects. The contractor shall pay Genesee County for expenses incurred in correcting defects. Rejected goods will be held for forty-five days after delivery awaiting instructions from the contractor. After the forty-five day period, Genesee County will dispose of the goods without further liability to Genesee County. The contractor is responsible for the costs of handling, packing, and transportation incurred in returning or disposing of defective or non-conforming goods.
12. **Offeror's Representations:** Each offeror, by submitting a quote, represents as follows:
  - 1) That the offeror has read and understood the RFQ documents and has submitted its quote in accordance therewith;
  - 2) That the quote has been submitted by a duly authorized owner, partner, or corporate officer;
  - 3) That the quote submitted has been prepared independently without collusion, agreement, understanding, or planned common course of action with any other supplier of the goods or services described in the RFQ, designed to limit independent offers or competition.
13. **Independent Contractor:** Offeror agrees that if awarded a contract, it shall be an independent contractor and not an employee of Genesee County. The contractor shall secure, at its own expense, all personnel required in supplying goods or services under the awarded contract. All such personnel shall have no contractual relationship with Genesee County and shall not be considered employees of Genesee County.
14. **Insurance:** Each offeror must submit a completed Genesee County Insurance Checklist, if so stipulated in the RFQ. The required coverage and minimum limits

may vary dependent upon the dollar amount of the contract, length of time of the contract, and the hazard level of the work or services to be performed. The types of insurance coverage may include: workers compensation, general liability, auto liability and/or professional liability. The insurer, insurance retention group, pool, or self-insurer must be authorized/licensed to provide such coverage within the State of Michigan and meet minimum financial ratings, if applicable, as supplied by Best or S & P.

15. **Indemnification:** The successful offeror shall defend, indemnify, and hold harmless Genesee County and its officers and employees from and against all claims, losses, damages, and expenses including, but not limited to, attorney's fees arising out of or resulting from the performance of the contract.
16. **Warranty:** The offeror warrants that all goods and services furnished under a contract resulting from this RFQ shall be in conformance with the RFQ documents, and that the goods are of merchantable quality as described in the Uniform Commercial Code, Section 2-314, and fit for the purpose for which they are sold. This warranty is in addition to any manufacturer's standard warranty which may apply or any warranty provided by law, and is in addition to all other express warranties made by the offeror.
17. **Applicable Law:** Any contract resulting from the RFQ shall be governed by the laws of the State of Michigan. Unless otherwise provided in the contract documents, the contractor shall secure and pay for all permits, fees, duties, licenses, inspections, and approvals necessary for the execution and completion of the contract. The contractor shall give all notices and comply with all laws, ordinances, rules, regulations, and lawful orders of any public authority bearing on the performance of the contract.
18. **Right to Inspect:** Genesee County may, at reasonable times, inspect the plant, place of business, or work site of a contractor or subcontractor which is pertinent to the performance of a contract or potential contract.
19. **Right to Audit:** Genesee County may at reasonable times and places, audit the books and records of any contractor who has submitted cost or pricing data as a part of its quote, to the extent that such books and records are pertinent to such cost or pricing data for a period of three years from the date of final payment under the contract. Genesee County shall be entitled to audit the books and records of a contractor or subcontractor other than a firm fixed-price contract to the extent that such books and records are pertinent to the performance of such contract or subcontract. Such books and records shall be maintained by the contractor for a period of three years from the date of final payment under a prime contract and by the subcontractor for a period of three years from the date of final payment under a subcontract.
20. **Safety** Genesee County, as the owner of the premises where the service or work is to be performed, or as the purchaser of goods received, requires that all applicable Michigan Occupational Health & Safety (MIOSHA) Rules and

Regulations are followed by your employees and that the goods meet the applicable safety regulation. All Center of Disease Control guidelines (CDC) incorporated by reference within the MIOSHA regulations must be followed.

The following County buildings were all built prior to 1981. In accordance with OSHA regulations, you must consider that “presumed asbestos containing materials” (“PACM”) exist in these buildings.

Animal Shelter  
County Administration Building

County Courthouse  
Mt. Morris 67th District Court Building

Based on the above, Contractors are notified that their workers must be properly trained and accredited in accordance with OSHA regulation 29CFR 1910.

### SECTION 3 - ADDITIONAL TERMS & CONDITIONS

1. **Purpose:** Through this RFQ, Genesee County (“the County”) is soliciting quotes from qualified firms who can provide EXCAVATION SERVICES to Genesee County. The County is establishing a list of qualified providers and cost to expedite the award of projects up to \$30,000.
2. **Issuing Office:** This RFQ is issued by the Genesee County Purchasing Department on behalf of the Genesee County Parks and Recreations Commission (GCPRC). The contact person is Ms. Cindy Carnes, Purchasing Manager, Genesee County, 1101 Beach Street, Room 343, Flint, Michigan 48502, phone: (810)-257-3030, fax: (810) 257-3380 and [ccarnes@co.genesee.mi.us](mailto:ccarnes@co.genesee.mi.us). Email is the preferred method of contact.
3. **Questions & Inquiries:** All questions regarding this RFQ shall be submitted in writing and received no later than **Thursday, January 7, 2016 by 12:00 p.m. (EST)**, to the Genesee County Purchasing Department as listed above. E-mail is the preferred method of contact for all inquiries concerning this RFQ. No verbal interpretation to any respondent as to the meaning of any requirement stated in this RFQ shall be binding on Genesee County. All responses to questions regarding this RFQ shall be issued in writing and distributed as an addendum by Genesee County.
4. **Addenda:** Genesee County reserves the right to amend and provide clarification of this RFQ prior to the date for quote submission. In such an event, an addendum will be posted on the Purchasing Department website (<http://www.gc4me.com/Purchasing/currentbids.htm>). Further, all proposers shall acknowledge having seen any and all addendums issued (1, 2, 3, etc.) on the Signature Page.
5. **Quote Considerations:** All costs incurred in the preparation of a response to this RFQ or any costs prior to approval of the contract by Genesee County and formal notification to the selected proposer will be the responsibility of the respondent, and



will not be reimbursed by Genesee County. Quotes should be prepared simply and economically, providing a straightforward, concise description of the proposer's ability to meet the requirements of this RFQ.

6. **Responsive Quotes:** To ensure proper consideration, all proposers are encouraged to submit a complete response to this RFQ using the format outlined in SECTION 7 - INFORMATION REQUIRED FOR QUOTE. In addition, at least one of the paper quotes must be signed with an **original signature** of the official authorized to bind the proposer to its provisions.
7. **Quote Modifications:** Clarifications, modifications, or amendments to any Quote that has been submitted, but prior to the Quote Opening Date, may be made only within the discretion and written approval of the Purchasing Manager.
8. **Withdrawal of Quote:** Quotes may only be withdrawn by a proposer with written notice prior to the date and time set for the opening of quotes.
9. **Validity Period:** Any quote submitted as a result of this Request for Quote shall be binding on the proposer through the valid date as listed on the Signature Page.
10. **Right To Reject:** Genesee County reserves the right to reject any and all quotes received in response to this RFQ.
11. **Disclosure:** All information in an offeror's quote is subject to disclosure under the provisions of Public Act N. 442 of 1976 known as the "Freedom of Information Act". This Act also provides for the complete disclosure of contracts and attachments thereto. In the event that a proposer wishes to designate any portion of their submission as "confidential" or "proprietary," the proposer must contact the Purchasing Manager prior to submission of the quote. All requests regarding disclosure and requests for confidentiality of a quote response to this RFQ shall be submitted in writing and received no later than Thursday, January 7, 2016 by 12:00 p.m. (EST), to the Genesee County Purchasing Department as listed above.
12. **Errors, Omissions, And Discrepancies:** If a Proposer discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFQ, it shall immediately notify the Genesee County Purchasing Manager of such error in writing and request modification or clarification of the document prior to the deadline for submitting questions. Genesee County will make modifications by issuing a written addendum. The proposer is responsible for clarifying any ambiguity, conflict, discrepancy, omission, or other error in the Request for Quotes prior to submitting a quote or it shall be waived.
13. **Project Assignment:** Discussions may be undertaken with those contractors whose quote, based on the evaluation criteria stated herein, has been determined to be reasonably susceptible of being selected for award of a project. After discussions are held, and prior to award, contractors may be allowed the opportunity to submit revisions to their quotes for the purpose of obtaining not to exceed total dollars and or hours.

The contract that may be entered into will be awarded based on the quote response that is the most advantageous to Genesee County, per the evaluation criteria included in this RFQ.

14. **Prime Contractor Responsibilities:** The successful offeror(s) shall be required to assume responsibility for all services offered in the quote regardless of who produces them. Further, the County will consider the successful offeror to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.
15. **Non-Assignability:** The contract may not be assigned, transferred, or conveyed by the Contractor without the expressed written consent of Genesee County.
16. **Independent Contractor:** It is understood and agreed to, by and between the Contractor and Genesee County, that any and all acts that the Contractor or its personnel, employees, and servants perform pursuant to the terms of the Contract shall be undertaken as independent contractors and not as employees of Genesee County by or with a contract or agreement, nor impose any liability upon Genesee County. All acts and contracts of the Contractor shall be in its own name and not in the name of Genesee County.
17. **Subcontracts:** The Contractor shall not enter into subcontracts to this Agreement with additional parties without obtaining prior written approval of Genesee County. A condition of granting such approval is that such subcontractors shall be subject to all conditions and provisions of this contract. The Contractor shall be responsible for the performance of all subcontractors.
18. **Statement of Exceptions:** The proposer shall furnish a statement on company letterhead giving a complete description of all exceptions to the terms, conditions, and specifications set forth in the quote. Failure to furnish this statement shall mean that the proposer agrees to meet all requirements set forth in this solicitation.
19. **Acceptance of Quote Content:** It is proposed that, if a contract is entered into as a result of this RFQ, the RFQ will serve as the basis for the contract. The contents of the quote of the successful offeror may become contractual obligations if a contract is issued. Failure of the successful offeror to accept these obligations will result in cancellation of contract award.
20. **Termination for Misrepresentation:** If the successful proposer receives a contract and is subsequently found to have misrepresented any information in its quote and/or Best and Final Offer submission, the contract may be terminated at the discretion of Genesee County.
21. **Acceptable Deviations:** The decision of Genesee County shall be final as to what constitutes acceptable deviations from specifications or requirements.

22. **News Release:** News releases pertaining to this RFQ or the services to which it relates will not be made without prior written Genesee County approval, and then only in accordance with the instructions from the contract administrator. No information regarding the procurement and services shall be released without prior approval of the contract administrator.

## **SECTION 4 - QUALIFICATIONS OF PROPOSERS**

State of Michigan Contractor's License

## **SECTION 5 - GENERAL**

Genesee County, is seeking quotes from qualified contractors able to provide excavation services and provision of related equipment with operators. Refer to the SCOPE OF SERVICES section for the list of equipment and services. Vendor shall include all miscellaneous supplies required to complete projects and shall be included in service charges or hourly rates bid. The required services under this agreement include, but are not limited to, providing all labor, materials, supervision, equipment, incidentals, and related items necessary to complete the assigned tasks in adherence with the specifications contained herein and all applicable laws and regulations.

The primary scope of this offering is for projects identified as having a total value not exceeding Thirty-Thousand (\$30,000) Dollars. Through this RFQ, the County is soliciting quotes from qualified firms who can provide EXCAVATION SERVICES to Genesee County and is establishing a list of qualified contractors.

## **SECTION 6 - SCOPE OF SERVICES**

As stated this offering will create a pool of contractors for various small construction projects. The projects will require in general that:

1. Prevailing wages be paid and documented in compliance with Genesee County Purchasing Regulations 3-302(3)
2. The contractor holds a current State of Michigan Contractor's License
3. Contractor must have on file or deliver a certificate of insurance naming the County (and Genesee County Parks and Recreation Commission, for parks projects) as an additional insured before beginning work
4. Genesee County Standard Terms and Conditions apply
5. Work is done as defined through the issuance of a written Work Order and/or Purchase Order

Included for Quoted Hourly Rate of services and equipment, include but are not limited to MDOT class:

- 11.000 TRAILERS (Flat Bottom Type)
- 12 TRUCKS Conventional only. Gas or diesel powered without optional accessories or attachments. Classified by G.V.W.R. assigned & printed by the manufacturer on the Vehicle Certification
- 43 DITCHER - TRENCHERS - COMPLETE UNITS

- 44 ROCK RIPPERS, BRUSH RAKES, AND BULLDOZER BLADES (attachment)
- 45 MOTOR GRADERS - Gas or diesel, including blades without optional accessories or attachments except roll over protection. Classified by standard machine weight
- 47 EXCAVATORS - SHOVEL, DRAGLINE, HOE, CLAMSHELL, AND CRANE. (CLASSIFIED BY CAPACITY OF BUCKET)
- 48 EARTH HAULERS
- 70 TRACTORS - Wheel or crawler - gas or diesel powered, without optional accessories or attachments. Classified by standard machine weight including roll over protection
- 85 Front End Loaders: Bucket loader - attachment only - used with tractor code 70.000 series - tractor rate not included; or truck code series 12.000 - truck rate not included. Classified by rated capacity of bucket,
- 89 ROLLERS

All work, materials, supplies, and workmanship shall be subject to the approval of the County.

All work shall fully conform to all local, state, and federal regulations.

Other miscellaneous supplies required to complete repairs are to be provided by vendor, and are assumed as included in service charges or hourly rates included in the quote.

Any deviation from these specifications shall be clearly noted. Detailed descriptions and/or illustrations must be provided with the quote for consideration.

All services related to the scope of services will be ordered, and as necessary further defined, through the issuance of a written Work Order. All Work Orders must be completed and signed by both parties prior to proceeding with services. Work Orders may be negotiated with a not-to-exceed amount or as fixed-price and may include milestones or project deliverables which on completion shall be subject to Agreement Administrator review and acceptance. Any additional sub-contractors not included in the Fee Schedule for this Offering will be identified through the issuance of a Work Order. Prior to acquiring the additional sub-contractors, a copy of sub-contractors' fee schedules must be submitted and approved by the Agreement Administrator as part of the Work Order. A sample Work Order form is attached hereto as Exhibit 1.

## **SECTION 7 - INFORMATION REQUIRED FOR QUOTE (QUOTE FORMAT)**

In order to be deemed responsive, quotes must be submitted in the format outlined below:

### **Administrative Quotes**

Submit the required submittals contained in the RFQ that are required to substantiate a responsive quote as indicated below.

1. Business organization, state the full name and address of your organization, and, if applicable, the branch office or other subordinate element that will perform or assist in performing the work. Include the names and phone numbers of personnel at your organization authorized to negotiate the proposed contract.
2. Labor Requirements, Staff Qualifications & Experience: The contractor must be able to provide an appropriate, experienced and knowledgeable team. Provide licensing and other qualifications of key personnel that are proposed to be involved in the project.
3. Additional information and comments include any other information that is believed to be pertinent but not specifically asked for elsewhere. Genesee County welcomes innovative and unique strategies from proposers.
4. Signed Signature Page See page 19 of this solicitation.
5. Completed Genesee County Insurance Checklist See page 20
6. Completed Reference Form See page 21 of this solicitation
7. Equipment List an itemized list of the equipment owned by the contractor
8. Statement of Exceptions
9. Evidence that the proposer is authorized to do business in the state of Michigan and Genesee County (licenses, certifications, etc.) relative to the work in this solicitation (see Section 6).
10. If portions of the work are to be subcontracted or a joint affiliation utilized, details of such affiliation must be included in proposal.

### **Cost Quotes**

All quotes must include a date or length of time the quotes are valid. Complete attached Quote form, See page 14 of this solicitation. Include an hourly rate or N/A for not applicable. Alternatively the quote submission may be completed electronically, see Section 1, item 3.

## **SECTION 8 - EVALUATION & SELECTION PROCEDURE**

It is the intent of Genesee County to conduct a fair and comprehensive evaluation of all quotes received. The future projects will be awarded to the offeror who submitted a quote that is most advantageous to Genesee County. All quotes will be evaluated based on the following criteria listed in order of importance.

1. Capability
2. Cost Quote & Price per One Delivery Unit
3. Prior Experience
4. Availability of staff and equipment

QUOTE FORM

Valid date: _____	through _____	Company Name: _____
	All Rates Quoted Includes Equipment Operator	
<b>MDOT Class: 11.000</b>	<b>TRAILERS (Flat Bottom Type)</b>	Quoted Hourly Rate
0.1	Under 2 tons	
0.101	2 tons minimum	
0.102	6 tons minimum	
0.103	10 tons minimum	
0.104	15 tons minimum	
0.105	25 tons minimum	
<b>12</b>	<b>TRUCKS</b>	
	<i>Conventional only. Gas or diesel powered without optional accessories or attachments. Classified by G.V.W.R. (Gross Vehicle Weight Rating), assigned &amp; printed by the manufacturer on the Vehicle Certification.</i>	
0.3	Under 10,500	
0.301	10,500 minimum	
0.302	16,000 minimum	
0.303	19,500 minimum	
0.304	23,000 minimum	
0.305	26,000 minimum	
0.306	33,000 minimum	
0.307	41,000 minimum	
	<i>All-Wheel Drive Only. Gas or Diesel powered without optional accessories or attachments. Classified by G.V.W.R. (Gross Vehicle Weight Rating), assigned by the manufacturer on the Vehicle Certification Label.</i>	
12.4	Under 20,000	
<b>12</b>	<b>TRUCKS -CONTINUED</b>	
0.401	20,000 minimum	
0.402	35,000 minimum	
0.403	40,000 minimum	
0.404	43,000 minimum	
0.405	51,000 minimum	
12.41	Multipurpose 4 WD truck/tractor	

Valid through date: _____	Company Name:	
	<b><i>Tandem only. Gas or diesel powered without optional accessories or attachments. Classified by G.V.W.R. (Gross Vehicle Weight Rating), assigned and printed by the manufacturer on the Vehicle Certification Label.</i></b>	
12.501	Under 41,000	
0.502	41,000 minimum	
0.503	49,000 minimum	
0.504	57,000 minimum	
0.507	Tri-Axle gas or diesel without optional accessories	
12.508	Quad-Axle gas or diesel without optional accessories	
<b>43</b>	<b>DITCHER - TRENCHERS - COMPLETE UNITS</b>	
0.11	Under 13" width	
0.111	13" minimum width	
0.112	24" minimum width	
43.2	Under 13" width - attachment only - p.t.o. type	
<b>44</b>	<b>ROCK RIPPERS, BRUSH RAKES, AND BULLDOZER BLADES (attachment only)</b>	
44.1	Rock ripper – each	
0.15	Blade rake with brush guard (attachment to bulldozer blade)	
	<b><i>Bulldozer blades - (cutting edge included)</i></b>	
0.2	Under 10' width	
0.3	10' minimum width	
0.4	12' minimum width	
0.5	14' minimum width	
<b>45</b>	<b>MOTOR GRADERS - Gas or diesel, including blades without optional accessories or attachments except roll over protection. Classified by standard machine weight.</b>	
45.101	Under 13,000 lbs.	
0.102	13,000 lbs. minimum	
0.103	16,000 lbs. minimum	
0.104	21,000 lbs. minimum	
0.105	24,000 lbs. minimum	
0.106	27,000 lbs. minimum	
0.107	30,000 lbs. minimum	

Valid through date: _____	Company Name:	
	<b>MOTOR GRADER ATTACHMENTS</b>	
45.2	Scarifier - attachment (including teeth and controls)	
0.225	Scarifier blade with rotating tips - attachment to moldboard	
<b>47</b>	<b>EXCAVATORS - SHOVEL, DRAGLINE, HOE, CLAMSHELL, AND CRANE. (CLASSIFIED BY CAPACITY OF BUCKET)</b>	
	<b><i>Crawler Mounted</i></b>	
47.201	Under ½ cubic yard bucket	
0.202	½ cubic yard bucket minimum	
0.203	¾ cubic yard bucket minimum	
0.204	1 cubic yard bucket minimum	
0.205	1 ½ cubic yard bucket minimum	
0.206	2 cubic yard bucket minimum	
	<b><i>Rubber tire mounted</i></b>	
47.301	Under ½ cubic yard bucket minimum	
0.302	½ cubic yard bucket minimum	
0.303	¾ cubic yard bucket minimum	
0.304	1 cubic yard bucket minimum	
	<b><i>Tractor shovel or loader - manufactured as a complete unit (classified by pounds of operating capacity or operating load. The operating capacity or load is based on 50% of the tipping load SAE rated with standard equipment; including roll over protection and in a full turn position if applicable).</i></b>	
47.401	Under 3,000 lbs. operating capacity or load	
0.402	3,000 lbs. minimum operating capacity or load	
0.403	4,500 lbs. minimum operating capacity or load	
0.404	6,600 lbs. minimum operating capacity or load	
47.405	7,500 lbs. minimum operating capacity or load	
0.406	9,000 lbs. minimum operating capacity or load	
0.407	10,500 lbs. minimum operating capacity or load	
0.408	12,000 lbs. minimum operating capacity or load	
<b>48.4</b>	<b>EARTH HAULERS</b>	
	<b><i>Scraper only - including blades, (classified by rated capacity of scraper)</i></b>	
0.404	Under 5 cubic yards	
0.406	5 cubic yards minimum	



Valid through date: _____	Company Name:	
	<b>Scraper and rubber tired tractor - (including blades). Classified by rated capacity of scraper</b>	
48.501	Under 5 cubic yards minimum	
0.502	5 cubic yards minimum	
0.503	7 cubic yards minimum	
0.504	9 cubic yards minimum	
0.505	11 cubic yards minimum	
48.506	13 cubic yards minimum	
48.507	17 cubic yards minimum	
48.508	21 cubic yards minimum	
48.54	Single engine self-loading 16 cubic yard minimum	
<b>70</b>	<b>TRACTORS - Wheel or crawler - gas or diesel powered, without optional accessories or attachments. Classified by standard machine weight including roll over protection.</b>	
70.1	Under 1,000 lbs.	
0.101	1,000 lbs. minimum	
0.102	6,000 lbs. minimum	
0.103	10,000 lbs. minimum	
0.104	16,000 lbs. minimum	
0.105	21,000 lbs. minimum	
0.106	35,000 lbs. minimum	
70.5	Backhoe attachment to tractor, 12" minimum, without tractor	
70.6	Concrete breaker (attaches to backhoe)	
	<b>Front End Loaders: Bucket loader - attachment only - used with tractor code 70.000 series - tractor rate not included; or truck code series</b>	
	<b>12.000 - truck rate not included. Classified by rated capacity of bucket.</b>	
85.301	Under 1/3 cubic yard bucket	
0.302	1/3 cubic yard bucket minimum	
0.303	½ cubic yard bucket minimum	
0.304	1 cubic yard bucket minimum	
0.305	1 5/8 cubic yard bucket minimum	
0.306	2 ¼ cubic yard bucket minimum	
0.307	3 cubic yard bucket minimum	

<b>Valid through date:</b>	<b>Company Name:</b>	
0.4	Snow bucket (used for snow removal only)	
85.45	Guardrail Scuffer (hydraulic)	
85.5	Pincher bucket	
<b>89</b>	<b>ROLLERS</b>	
	<b><i>Towed type - cylinder (steel rollers)</i></b>	
89.101	1 ton	
89.102	2 tons	
0.103	Sheepsfoot	
0.104	Compactor (concrete core, rubber-tire covered)	
0.105	Aerifier - (rubber-tired or with 3 point hitch)	
0.11	Patch roller (attachment to truck, hydraulic operated)	
	<b><i>Rubber-tired (rated with full ballast) towed type</i></b>	
89.151	Under 11 tons	
0.152	11 tons minimum	
89.153	13 tons minimum	
0.154	15 tons minimum	
	<b><i>Self-propelled - steel rollers</i></b>	
89.201	Under 6 tons	
0.202	6 tons minimum	
0.203	9 tons minimum	
	<b><i>Self-propelled - rubber rollers</i></b>	
89.301	Under 6 tons	
0.302	6 tons minimum	
0.303	9 tons minimum	
89.4	Vibratory compactor, power driven, hand guided, 12" minimum width	
0.401	Vibratory compactor, power driven, tractor attachment - 36" minimum width	
0.402	Vibratory compactor, self-propelled (manufactured as a complete integral unit), 8' minimum width	
0.404	Vibratory compactor, self-propelled (manufactured as a complete integral unit), 3' minimum width	

**SIGNATURE PAGE  
GENESEE COUNTY RFQ #16-074**

The undersigned represents that he or she:

- 1. is duly authorized to make binding offers on behalf of the company,
- 2. has read and understands all information, terms, and conditions in the RFQ,
- 3. has not engaged in any collusive actions with any other potential proposers for this RFQ,
- 4. hereby offers to enter into a binding contract with Genesee County for the products and services herein offered, if selected by Genesee County within 120 days from quote due date,
- 5. certify that it, its principals, and its key employees are not "Iran linked businesses," as that term is described in the Iran Economic Sanctions Act, P.A. 2012, No. 517, codified as MCL 129.311, et seq.
- 6. acknowledges the following addenda \_\_\_\_\_ issued as part of the RFQ:

Name (Printed): \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**Prices Quoted valid through** \_\_\_\_\_

**Contact Person**

Please indicate name, telephone number, fax number, mailing address, and e-mail address of company representative for matters regarding this RFQ and assignment of future projects.

\_\_\_\_\_  
CONTACT NAME POSITION

\_\_\_\_\_  
E-MAIL

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
PHONE FAX

## GENESEE COUNTY INSURANCE CHECKLIST

**Proposal Title: EXCAVATION SERVICES**

**Proposal Number 16-074**

**Coverages Required**

**Limits (Figures denote minimums)**

<input checked="" type="checkbox"/> 1. Workers' Compensation	Statutory limits of Michigan
<input checked="" type="checkbox"/> 2. Employers' Liability	\$100,000 accident/disease \$500,000 policy limit, disease Including Premises/operations
<input checked="" type="checkbox"/> 3. General Liability	\$1,000,000 per occurrence with \$2,000,000 aggregate
<input checked="" type="checkbox"/> 4. Products/Completed operations	\$1,000,000 per occurrence with \$2,000,000 Aggregate [If applicable]
<input checked="" type="checkbox"/> 5. Automobile liability	\$1,000,000 combined single limit each accident- Owned, hired, non-owned
<input checked="" type="checkbox"/> 6. Contractual Liability	\$1,000,000 general aggregate
<input checked="" type="checkbox"/> 7. Umbrella liability/Excess Coverage	\$3,000,000 BI & PD and PI; Broad Form Property Damage (PD)
<input checked="" type="checkbox"/> 8. Best's rating: A VIII or better, or its equivalent	
<input checked="" type="checkbox"/> 9. The certificate must state Proposer number and title	
<input checked="" type="checkbox"/> 10. Genesee County named as an additional insured on other than Workers' Compensation via endorsement. A copy of the endorsement must be included with the certificate. Evidence of Additional Insured under Blanket coverage within the policy language is also acceptable. However, a copy of the language applicable to this must be provided.	

**FAX THIS PAGE TO YOUR INSURANCE AGENT/BROKER**

**Insurance Agent's Statement**

**I have reviewed the requirements with the Prospective Contractor named below. In addition:**

\_\_\_\_\_ The above policies carry the following deductibles:

\_\_\_\_\_

\_\_\_\_\_ Liability policies are **occurrence** \_\_\_\_\_ **claims made** \_\_\_\_\_

\_\_\_\_\_  
Insurance Agent

\_\_\_\_\_  
Signature

**PLEASE NOTE #8 ABOVE. ADDING ADDITIONAL INSURED (A1) TO THE DESCRIPTION IS NOT ACCEPTABLE. AN ENDORSEMENT OR COPY OF A1 LANGUAGE IS REQUIRED**

**Prospective Contractor's Statement**

I understand the insurance requirements and will comply in full if awarded the contract.

\_\_\_\_\_  
Proposer Signature

\_\_\_\_\_

Required general insurance provisions are provided in the checklist above. These are based on the contract and exposures of the work to be completed under the Contract. Modifications to this checklist may occur at any time prior to signing of the contract. Any changes will require approval by the Prospective Contractor, the department and County Risk Manager. To the degree possible, all changes will be made as soon as feasible. REVISED 04/08/2010

## REFERENCES

List 3 references of similar projects

Submitted by: \_\_\_\_\_

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1. Company

Phone Number

---

Contact Name and Position

E-mail Address

---

Address

---

Type of Work/ Project

\$  
Dollar Amount of the Project

---

Project Description

---

2. Company

Phone Number

---

Contact Name and Position

E-mail Address

---

Address

---

Type of Work/ Project

\$  
Dollar Amount of the Project

---

Project Description

---

3. Company

Phone Number

---

Contact Name and Position

E-mail Address

---

Address

---

Type of Work/ Project

\$  
Dollar Amount of the Project

---

Project Description

# EXHIBIT 1

Work Order					
Word Order No.:		Agreement No.:		Revision No.:	
Contractor:					
Authorized sub-contractor(s):					
Other Direct Costs: (Description and dollars)					\$
Scope of Services Required					
Deliverable Items					
Period of Performance:	From:		To:		
Not-to-exceed dollars:	\$		Not-to-exceed labor hours:		
Payment Schedule					
Agreement Administrator Name:		Signed:		Date:	
Contractor Name:		Signed:		Date:	