



**OTSEGO COUNTY ROAD COMMISSION  
2025 ANNUAL GRAVEL ROAD STABILIZATION**

**NOTICE TO BIDDERS**

The Otsego County Road Commission invites qualified Contractors to bid the following work:

*Annual gravel road stabilization efforts throughout Otsego County on various aggregate roadways.*

All proposals must be in sealed envelopes, plainly marked **2025 Annual Gravel Road Stabilization** and include the **Bidders Name**. Bids must be on Road Commission furnished form (attached to this invitation). All unmarked bids will be rejected.

**If mailed through the postal service**, bids must arrive at the Gaylord Post Office Box by 1:00 p.m. on Monday, February 3, 2025.

Mail to: Otsego County Road Commission  
P.O. Box 537  
Gaylord, MI 49734-0537

**If delivered**, bids must arrive at the physical address of the Otsego County Road Commission by 2:00 p.m. on Tuesday, February 4, 2025. (Closed noon-12:30 for lunch):

Otsego County Road Commission  
669 West McCoy Road  
Gaylord, MI 49735

The bid opening will be at 2:00 p.m. on Tuesday, February 4, 2025.

The Board reserves the right to accept or reject all bids, to waive any irregularities in the bids, and to award the bid in any manner deemed in the best interests of Otsego County.

By agreement of both parties, these bids may be extended for an additional one (1) year period, but not to exceed a maximum of two (2) years.

# **INSTRUCTIONS, CONDITIONS AND SPECIFICATIONS**

## **NON-DISCRIMINATION**

The contractor, including any sub-contractors, shall not under this contract discriminate against any qualified person with a disability or any person based on race, color, national origin, sex, age or limited English proficiency. The Road Commissions non-discrimination requirements apply to all road construction projects regardless of funding source. Federally funded projects (including those with any past federal participation) will include a more detailed explanation of the various sections of the 1964 Civil Rights Act, showing titles, section numbers and codes.

## **HOLD HARMLESS AGREEMENT**

The Bidder shall hold harmless the Otsego County Road Commission against all claims for damages to public or private property, for injuries to persons, or for other claims arising out of the performance or non-performance of the contracted work, whether during the progress or after the completion thereof. By signing this bid, the Bidder accepts and agrees to all provisions of the hold harmless and insurance requirements.

## **INSURANCE: WORKERS COMPENSATION**

To protect the Otsego County Road Commission against claims that might arise from the contractor's work, the contractor must provide proof of the following minimum insurance coverage:

Commercial General Liability

\$2,000,000 General Aggregate Limit other than Products/Completed Operations

\$2,000,000 Products/Completed Operations Aggregate Limit

\$1,000,000 Personal & Advertising Injury Limit

\$1,000,000 Each Occurrence Limit

\$ 500,000 Fire Damage Limit (any one fire)

The contractor must list the Otsego County Road Commission, its commissioners, officers, employees, and agents as additional insured on the Commercial Liability and Vehicle Liability policies.

If a motor vehicle is used to provide services under this Contract, the Contractor must have vehicle liability insurance for bodily injury and property damage as required by law on any auto used in the Contractor's business.

Worker's disability compensation insurance must meet statutory requirements.

Note: The Contractor must provide proof of above insurance coverage within 14 days of tentative bid award (tentative bid award means the Road Commission has chosen a particular bidder as offering a bid in the best public interest but will only award after the bidder/contractor complies with the insurance requirements and signs the contract within 14 days).

The proof certificate(s) must be prepared by the insurance provider, not the contractor, and the certificate must state that the insurance will not be cancelled, reduced, or not renewed for at least thirty days after the project begins.

## **MARK ENVELOPES**

All bids shall be in sealed envelopes plainly marked as to contents and shall exhibit bidder's name.

## **BID DEADLINE**

Late bids shall not be accepted.

## **BID PRICE**

Bid prices shall be F.O.B. Otsego County and/or delivered and unloaded to a contractor supplied storage tank at Gaylord garage for 38% Liquid Calcium Chloride or 26% Mineral Brine. All bids shall be firm until December 31, 2025.

### **RIGHT TO REJECT**

The Otsego County Road Commission reserves the right to reject any or all bids and to award the bid deemed in the best public interest.

### **PAYMENT**

Payment shall be within 30 days of invoice, providing all deliveries invoiced have met all contract specifications. Before payment is made, "Bill of Lading" & computer-generated volume tickets shall be submitted for all loads delivered to Otsego County. Payment will be delayed until the required information is submitted.

### **GENERAL NOTES**

The quoted price shall be for 38% Liquid Calcium Chloride, or 26% Mineral Brine delivered to a Contractor supplied storage tanker located at the Gaylord garage. **The quoted price also includes contractor supplied storage tanker, tanker delivery, set-up, and all work necessary to remove storage tanker at end of season.**

**The price for the application of dust control will be between May 12<sup>th</sup> to June 13<sup>th</sup>. The application shall be applied during this time frame and during proper weather conditions.**

All dust control work must be coordinated with the **County Foreman, Steve Mench** at (989) 370-1379 one week prior to applying dust control. At that time, the roadways being intended on treated are to be discussed so the OCRC can properly prepare the roadway for gravel stabilization application.

The OCRC will supply maps outlining the roadways throughout the county where gravel stabilization control is required to be applied.

The OCRC may perform quality testing to confirm dust control material meets required concentration levels.

# 2025 BID SHEET

<b>Mineral Brine (26% Mineral Brine)</b>	<b>Price Per Gallon</b>
Delivered to Contractor supplied storage tanker at Gaylord Garage	\$
Continuous Application	\$
<b>Calcium Chloride (38% Calcium Chloride)</b>	<b>Price Per Gallon</b>
Delivered to Contractor supplied storage tanker at Gaylord Garage	\$
Continuous Application	\$

Anticipated quantity: 325,000 Gallons\*

\*NOTE: Anticipated quantity only. The actual quantity may fluctuate.

## BIDDER INFORMATION

COMPANY: _____
COMPLETED BY: _____
BIDDER SIGNATURE: _____
TITLE: _____
ADDRESS: _____
TELEPHONE: _____
EMAIL: _____
FAX NUMBER: _____

BIDDER HAS READ AND UNDERSTANDS THE TERMS AND CONDITIONS AS STATED ON THE NOTICE TO BIDDERS AND SPECIFICATIONS AND AGREES TO COMPLY WITH THE SAME.