

HAINES BOROUGH, ALASKA
PUBLIC FACILITIES
P.O. BOX 1209
HAINES, AK 99827
(907) 766-2257 * FAX (907) 766-2256



06/07/10

The Haines Borough is requesting an hourly rate for performing maintenance on certain Haines Borough roads outside the townsite service area. The hourly rate shall include provision of all labor, fuel, equipment, supervision, licenses, insurance, permits, signage, other costs and profit necessary to perform services as described in the attached scope of work.

The bidder must comply with all applicable federal and state labor wage/hour, safety and associated laws which have a bearing on the contract and must have all licenses and permits required by the state and/or municipality for performance of this service.

Responsive bidders shall specify on this document the type and size of equipment to be used and the cost per hour for the identified areas (Upper Valley and/or Letnikof Cove Estates), and shall include documented proof of:

- A current Haines Borough business license
- A current Alaska State Business license
- Proofs of insurance (see attachment A)

The Borough reserves the right to waive any informalities or minor defects, or reject any or all bids. The Borough also reserves the right to negotiate with each low bidder.

Please return rate sheet by June 25, 2010, to:

Haines Borough
Attn: Borough Clerk
P.O. Box 1209, Haines, AK 99827
Borough Administration Building, 103 E. Third Ave.
907-766-2231, ext.31
Fax: 907-766-2716
jcozzi@haines.ak.us

Road Maintenance Rate Sheet

Upper Valley Area:

Lump Sum Cost for Mobilization _____

Grading Equipment: _____ per Hour \$ _____

Grading Equipment: _____ per Hour \$ _____

Brushing (Equipment or manual): _____ per Hour \$ _____

Upper Valley Area includes the following roads:

- Four Winds Subdivision: 0.5 mile to Degtoff property
- Riverview Drive: 0.9 mile to Van Slyke property
- Porcupine Road: 3.2 mile to Historic trail sign
- Duck Marsh Road: 1 mile to Electrical transformer ZP 44
- Corinna-Eagle Bluff Drive loop 1.1 mile

Letnikof Cove Estates:

Lump Sum Cost for Mobilization _____

Grading Equipment: _____ per Hour \$ _____

Grading Equipment: _____ per Hour \$ _____

Brushing (Equipment or manual): _____ per Hour \$ _____

Name: _____

Company Name _____

Address: _____

Phone: _____

Signed: _____

Scope of Work

The Haines Borough shall accept the bid of a responsive bidder and describe the terms under which work will be performed in a written document that shall serve as the contract.

Work will be described from time to time, June through October 31, 2010, by written Task Orders issued by the contract administrator. The Haines Borough Facilities Director is the contract administrator. Task Orders will be issued with consideration to need, available funding and weather conditions.

The contractor shall start work within 10 calendar days of the Task Order issue date. The contractor shall notify the contract administrator the day before work commences on each task order. Work must be completed within 30 days of the date of the Task Order issue date, as weather and road conditions permit.

Task Orders will describe maintenance tasks. Maintenance includes grading sufficient to eliminate ruts, rills and potholes; cleaning slide material; scarifying; brushing, cutting and cleaning ditches. The road surface is considered maintained to standard when the surface is shaped (crowned or sloped to drain, depending on road geometry) and compacted without segregation of the surface materials; suitable materials should be recovered and incorporated, unsuitable materials are to be graded away from road surface.

Roads requiring compaction will be included in the Task Order. Compaction shall be completed immediately following blading and shall be done by breaking track while operating equipment on the travel way.

The contractor shall assume all risk, loss, damage or expense arising out of the prosecution of the work, except as otherwise provided by the contract. The contractor shall be responsible for furnishing warning signs and traffic management and comply with safety standards.

Measurement and payment for work will only be made for those pay items included in the Task Order.

All communications between contractor and the Haines Borough shall be directed through the contract administrator.

ATTACHMENT A

HAINES BOROUGH *Road Maintenance*

Insurance Requirements

Without limiting the Contractor's indemnification, it is agreed that the Contractor shall purchase at its own expense and maintain in force at all times during the performance of services under Contract the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the Contractor's policy contains higher limits, the Haines Borough shall be entitled to coverage to the extent of such higher limits. Failure to maintain insurance is a material breach and grounds for termination of the Contractor's services.

- (a) **Worker's Compensation Insurance:** The Contractor shall provide and maintain, for all employees of the Contractor engaged in work under this Contract, Worker's Compensation Insurance as required by AS 23.30.045. The Contractor shall be responsible for Worker's Compensation Insurance for any subcontractor who directly or indirectly provides services under this Contract.
- (b) **General Liability Insurance:** The Contractor must maintain General Liability Insurance in an amount sufficient to cover any suit that may be brought against the Contractor. This amount must be at least five-hundred thousand dollars (\$500,000) combined single limit. The Contractor must assume all insurable risks and bear any loss or injury to property or persons occasioned by neglect or accident during the terms of this Contract, except for sole negligence on the part of the City.
- (c) **Comprehensive Automobile Liability Insurance:** Covering all vehicles utilized in connection with this project with coverage limits not less than \$100,000 per person, \$300,000 per occurrence bodily injury, and \$50,000 property damage.