**ATTACHMENT A**

**NDOR EXCAVATING SERVICES SPECIFICATIONS**

1. PROJECT DESCRIPTION AND SCOPE OF WORK

The State of Nebraska Dept. of Roads (NDOR) is requesting proposals for the purpose of providing on-call excavating services on the Right-of-Way (ROW) ditches for District X as described below and in accordance with the 2007 Nebraska Standard Specifications for Highway Construction available at <http://www.transportation.nebraska.gov/ref-man/> and under the direction of the NDOR.

* 1. SCOPE OF WORK

Contractor(s) shall be responsible for providing all labor, equipment, fuel, insurance, and materials to properly provide excavating services on an on-call basis at an hourly rate for any awarded Superintendent Areas within District X. Each District Maintenance Superintendent’s area shall be bid individually. Proposals may be submitted with pricing for all the areas or for an individual area as desired.

NDOR personnel shall notify Contractor(s) of any excavation work needed, including notification of the designated work site(s). All state roadways located within each District Superintendent’s Area are identified in corresponding District maps.

Proposal pricing shall consist of two (2) components:

**1.** Hourly rate for a trained and experienced operator and specified equipment as described below.

**2.** Mobilization costs shall be bid at a “lump sum” which shall include the support vehicle, a heavy haul truck and trailer, driver, loading and unloading the equipment to any designated work site within each Superintendent’s area.

* 1. VENDOR WORK REQUIREMENTS

Requirements include, but are not limited to, the items described below:

1. Excavating and cleaning ditches of silt and debris along the ROW as directed by the Area Maintenance Superintendent.
2. Excavating and cleaning out silt and debris from culvert inlets and outlets.
3. Reshaping slopes or ditches on the ROW by removing, adding, or moving dirt. Dirt from culvert and ditch cleaning may be used to reshape the slopes and ditches.
4. All work performed by the Contractor’s operator shall be directed, supervised, and approved by the District Area Maintenance Superintendent.
	1. **NDOR RESPONSIBILITY**
5. NDOR shall provide dump trucks and will be responsible for hauling away any excess dirt or debris.
6. NDOR shall be responsible for reseeding the ditches.
	1.
	2. DISTRICT X WORK PLAN

District X NDOR Maintenance Superintendents as identified below will be the contacts that will notify the Contactor when any equipment and excavating services are required. Locations of the work site(s) will be identified upon notification for equipment and excavating services. Work shall be conducted during the hours of 7:00 AM – 3:30 PM CDT; Monday through Friday excluding weekends and State Holidays. Contractor must be able to respond and begin work within 14 days after notification of requested services. The Contractor is required to give 48 hour notice to the Area Maintenance Superintendent prior to beginning work or transporting the equipment to the work site. Office hours are between the hours of 7:00 AM – 3:30 PM CDT; Monday through Friday excluding State Holidays.

The Area Superintendents are:

**Jeff Havlat** **Todd Cecrle**  **Eldon Schoen**

Area 110 Area 120 Area 130

302 Superior St. 302 Superior St. 302 Superior St.

Lincoln, NE Lincoln, NE Lincoln, NE

Cell: 402-525-2250 Cell: 402-326-0918 Cell: 402-326-0920

Prior to commencement of work on any job, the Area Maintenance Superintendent and the Contractor will agree on the expected accomplishments and the estimated number of hours required. Contractor shall provide and fill out a daily operational form for the equipment delivered per each work site. Information required on the form shall include the highway number and nearest mile post number, side of roadway, beginning and ending hours to the nearest ¼ hour for each job conducted on the area, and the equipment and operator provided. This form along with an itemized invoice shall be submitted to the Area Maintenance Superintendent within 30 days after completion of the project.

* 1. **EQUIPMENT**

All Contractors’ equipment must be in good working condition and is suitable and safe for the work to be performed. The Contractor shall furnish all fuel, oil, and grease for said equipment or operation. All labor and repairs necessary for repairing the equipment will be at the Contractor’s expense.

When equipment is not in use, it shall be parked or stored off the pavement or shoulder of the highway in an inconspicuous location no less than 30 feet from the edge of the pavement. The equipment shall be parked or stored so that it will not cause sight distance problems with the traveling public. The Contractor is responsible for any equipment left on the Right-of-Way unattended.

1. A long reach track excavator, with the option for a smooth edge 36” (3/4 cu. yd. capacity) bucket, with the capability of a 360 degree pivot swing and a minimum reach along the ground of 50 feet.
* Contractor shall provide a trained and experienced operator to run the long reach track excavator and a support vehicle.
* The bid price shall be at an hourly rate for the operator, equipment, and features mentioned above.
* The hourly rate shall not begin until the equipment and operator are at the work site and ready to begin digging and will cease when the work has stopped at the nearest ¼ hour. Warm up time, adjustments or repairs to the equipment shall not be included in the hourly rate.
1. A medium track excavator (50,000-60,000 class) with a general purpose bucket with teeth and with the option for a smooth cutting edge attachment or a smooth edge ditch bucket, with the capability of a 360 degree pivot swing and a minimum reach along the ground of 25 feet.
* Contractor shall provide a trained and experienced operator to run the medium track excavator and a support vehicle.
* The bid price shall be at an hourly rate for the operator, equipment, and features mentioned above.
* The hourly rate shall not begin until the operator and equipment are at the work site and ready to begin digging and will cease when the work has stopped at the nearest ¼ hour. Warm up time, adjustments or repairs to the equipment shall not be included in the hourly rate.
	1. TRAFFIC CONTROL

Flaggers and traffic control shall be provided by the NDOR. Contractor shall contact the corresponding District Superintendent to schedule work to ensure appropriate NDOR staff will be available to provide traffic control on site.

Contractor shall be required to follow NDOR Traffic Control Requirements for Operations on Highways and Streets as specified under the 2007 Standard Specifications for Highway Construction, available at <http://www.transportation.nebraska.gov/ref-man/>.

* 1. DAMAGE TO HIGHWAY PROPERTY & PRESERVATION OF TREES

The Contractor shall carry out operations in such a manner so as to not damage existing ground areas, trees or shrubs outside the fixed obstacle clearance zone, signs, delineator posts, mail boxes and posts, or other roadside features**. Trees outside the fixed obstacle clear zone are an asset to the roadside corridor and shall be protected from immediate and long term damage from vehicles, equipment or materials too close to the trees. Throughout the duration of the contract, no materials, vehicles or equipment shall  be allowed to be stored or parked with 25 feet of existing trees 4” caliper or larger, whether standing alone or in groups.** In the event damage should occur to any of the above-mentioned features, regardless if it is State or private property, the Contractor shall replace or repair the damaged areas or items at no cost to the Department of Roads. In the event highway traffic control and/or warning signs are damaged beyond repair, the operator shall notify the area Maintenance Superintendent immediately so that replacement of the damaged sign(s) can be made. The cost of such repair and/or replacement of damaged State property shall be deducted from any payment due the Contractor. The cost of repair and/or replacement of damaged private property shall be the responsibility of the Contractor and the property owner, with no involvement of the Department of Roads.

* 1. ADVERSE WEATHER CONDITIONS

The Contractor will be expected to proceed with work in inclement weather conditions, as long as the weather does not pose a danger to either the workers or the traveling public.

* 1. PERMITS/REGULATIONS/LAWS

Contractor(s) shall be responsible for obtaining all required permits, licenses, and approvals necessary for the execution of the contract. The Contractor shall comply with all applicable local, state, and federal laws, ordinances, rules, orders, and regulations. Contractor shall contact the Diggers Hot Line and submitting a locator request.

* 1. ESTIMATED HOURS

The estimated hours listed on the Cost Proposal Bid Sheet are not guaranteed and may increase or decrease.

* 1. CONTRACTOR LIABILITY

The Contractor shall assume full liability for hazards to traffic and the public that may be created by excavating operations and save harmless the Nebraska Department of Roads.

* 1. DELIVERABLES

The Contractor(s) shall provide excavating equipment and a trained and experienced operator as specified in this bid at an hourly rate. Mobilization costs at a “lump sum” which shall include the support vehicle, a heavy haul truck and trailer, driver, loading and unloading the equipment to the designated work site within each Superintendent’s area.

* 1. PROPOSAL PRICING

Proposal pricing shall be the unit price for the hourly rate for on-call excavating services including the specified equipment along with a trained and experienced operator in accordance with these general provisions and specifications. Mobilization shall be bid by a “lump sum” which shall include the support vehicle, a heavy haul truck and trailer, driver, loading and unloading the equipment to any designated work site within each Superintendent’s area. Unit bid price shall remain firm for one (1) year from date of contract

* 1. PAYMENT SCHEDULE

The payment schedule for the project is tied to specific dates and deliverables. Invoices may be submitted by the Contractor on specific dates based on the completion and acceptance of related deliverables. No invoice will be approved unless the associated deliverables have been approved.

*The Contractor‘s invoice must be submitted to the Area Maintenance Superintendent within 30 days after completion of the excavating service.*

**COST PROPOSAL BID SHEET**

**Nebraska Department of Roads**

**Bid No. R12-14 Excavating Equipment and Services**

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| --- | --- | --- |
| **DISTRICT X-Superintendent Area 110** | **EST QTY** | **COST PER HOUR** |
| 1. Hourly Rate: Long reach track excavator and operator
 | 100 Hrs. | $ |
| 1. Hourly Rate: Medium track excavator and operator
 | 100 Hrs. | $ |
| 1. Mobilization – Lump Sum (includes the support vehicle, heavy haul truck and trailer, driver, loading and unloading the equipment to any designated work site within the Superintendent area)
 | Unknown | **LUMP SUM** |
| $ |

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| --- |
| **SPECIFY EQUIPMENT**  |
| Make: |
| Model: |
| Bucket: |
| Reach: |

|  |  |  |
| --- | --- | --- |
| **VENDOR CONTACT INFORMATION** |  |  |
| Name & Title: |   |
| Business Phone: |   |
| Mobile Phone: |   |
| E-mail Address: |   |

|  |  |  |
| --- | --- | --- |
| **DISTRICT X-Superintendent Area 120** | **EST QTY** | **COST PER HOUR** |
| 1. Hourly Rate: Long reach track excavator and operator
 | 100 Hrs. | $ |
| 1. Hourly Rate: Medium track excavator and operator
 | 100 Hrs. | $ |
| 1. Mobilization - Lump Sum (includes the support vehicle, heavy haul truck and trailer, driver, loading and unloading the equipment to any designated work site within the Superintendent area)
 | Unknown | **LUMP SUM** |
| $ |

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| --- |
| **SPECIFY EQUIPMENT**  |
| Make: |
| Model: |
| Bucket: |
| Reach: |

|  |  |  |
| --- | --- | --- |
| **VENDOR CONTACT INFORMATION** |  |  |
| Name & Title: |   |
| Business Phone: |   |
| Mobile Phone: |   |
| E-mail Address: |   |