

Bidding Instructions

Road and Storm Drain Work – Private Development Projects

Construction proposals for the construction of or improvements to a county road or storm drain facility (that will be covered by a performance bond and Public Works Agreement (PWA)) must be prepared in accordance with these instructions.

All contractors and subcontractors **must be prequalified** and proposals must be prepared based on approved plans. Developers will normally be issued one set of approved prints to use for bidding, but will be provided with as many sets of approved prints as requested with payment of the reproduction fee for each set.

Proposals must have a cover sheet. The cover sheet shall be Contractor's standard letterhead, and must show the proper name of the development including section number if any, date of approval of the plans, number of sheets in the set, and the contractor's prequalification number. If any of the work is being subcontracted, subcontractors must also be prequalified and their prequalification number must appear on the proposal. Subcontractors as well as General Contractors must prepare their proposals in accordance with the following:

- A. **Roads** (List each road separately. Add additional sheets as necessary.) Items include but are not limited to: mobilization and demobilization, paving for improvements to existing county roads, paving joints, paving for new roads, curbs, sidewalks (when part of road typical section) metal traffic barrier, subgrade drains, barricades, and temporary traffic control. *Note: Permanent traffic signs, road and driveway name signs, and permanent pavement markings are the financial responsibility of the Developer but will be furnished and installed by the Carroll County Bureau of Roads Operations.*
- B. **Storm Drains** (List each structure number, size and quantity of each type of pipe, and each ditch or waterway.) Items include but are not limited to: inlets, manholes, junction structures, pipes, end sections, endwalls, outfall stabilization, ditches, channels, flumes, and stabilization materials such as gabions, rip-rap, or matting.
- C. **Use-In-Common Driveways** (List each driveway separately. Add additional sheets as necessary.) Includes paving for aprons, driveways, pullovers, and turnarounds.
- D. **Grading** Items include but are not limited to: mass and fine grading necessary to construct new roads, improvements to existing roads, and Use-In-Common Driveways. Also includes clearing and grubbing, and stripping, stockpiling and respreading of topsoil.

Items may be expanded or diminished as necessary. Each item shown must include the quantity, unit price, and total price. The price quoted shall represent the complete, in-place cost including handling, and any procedure normally required to complete the work.

Other items such as sediment control, stormwater management, fire protection, onsite grading, water mains, sanitary sewer mains, landscape planting and recreational facilities are **NOT** to be included in the items listed above. The Standard Contract Clause should also be attached to the proposal, as well as a statement of any specific exclusions. The contract must be signed and dated by both the contractor and the person (or corporation representative) who is entering into the Public Works Agreement. Names of signees should appear in type below the signature.

Facsimile (FAX) transmissions will not be acceptable for official Public Works documents.

Failure to comply with these guidelines will result in rejection of the proposal.

Sample cover sheet for Construction Proposals. This sample is intended for use as a guide and shows all of the required information. It is not necessary that it be adhered to in every respect. Such things as form, format, corporate logos, corporate legal language, etc. are left to the contractor.

R.S.T. Contractors, Inc.

Street Address and/ or Post Office Box number

Town, State, Zip Code

Tel. No. 000-000-0000 FAX No. 000-000-0000 email RST@.....

Carroll County Prequalification Number: 00-000

Construction Proposal

Project Information

Project Name / Section Number

County file number: F-00-000

Project Location:

Client

Mr./ Ms.

c/o Company Name

Street Address or POB

Town, State, Zip Code

Tel. No. 000-000-0000

R.S.T. Contractors, Inc. is pleased to submit this proposal for construction of facilities as shown on plans prepared by *(Name of Engineer and or Surveying Company)* titled _____ containing _____ sheets and approved by the Carroll County Department of Public Works on MM/DD/YY *(date plans were signed by the Chief, Bureau of Engineering)*. The price represents furnishing of facilities, material, labor, and work necessary for complete installation of listed items to current standards and specifications of Carroll County. *At this point other corporate information, disclaimers, or items specific to the proposal at hand can be stated.*

Grand Total of Proposal: *State Grand Total in written words* \$ 000,000.00

Authorized Signature: _____
Typewritten name of person signing

Date of proposal: MM/DD/YY

Acceptance of Proposal

This is to certify that the Construction Proposal as presented here by R.S.T. Contractors, Inc. has been reviewed and is accepted. R.S.T. Contractors, Inc. is hereby authorized to proceed with the work as specified. Payment for work shall be made as stated herein.

Authorized Signature: _____
Typewritten name of person signing

Date of Acceptance: MM/DD/YY

Construction Cost Estimate – Roads and Storm Drains

Project Name: _____ **County File #** _____

Roads / U.I.C. Driveways (List each by name): _____

Contractor: _____ **Prequalification Number:** _____

By: _____ **Date:** _____

Prices represent complete, in-place construction or placement of items to Carroll County specifications.

A. Roads

Item	Unit	Quantity	Unit Cost	Unit Total
Mobilization and demobilization	LS			
___” Graded Aggregate Base	SY			
___” Hot Mix Asphalt SuperPave Base, 19.0 mm	SY			
1 ½” Hot Mix Asphalt SuperPave Surface, 9.5 mm	SY			
1 ½” Hot Mix Asphalt SuperPave Overlay, 9.5 mm	SY			
Combination Concrete Curb and Gutter	LF			
Hot Mix Asphalt Curb	LF			
Paving Joint	LF			
Remove Existing Paving	SY			
Remove Existing Curb	LF			
Subgrade Drains	LF			
W Beam Guard Rail - including end treatments	LF			
Timber Barricade Plate 46	EA			
Concrete Sidewalk 5' wide	SF			
Temporary Traffic Control - Shoulder work only	LS			
Temporary Traffic Control - Lane closure	LS			
Temporary Traffic Control – Flaggers	EA			
Temporary Traffic Control - Misc.	LS			
Remove Existing Structures	LS			
Provide Temporary Access	LS			

TOTAL SECTION A – ROADS

B. Storm Drains					Unit	Quantity	Unit Cost	Unit Total
15" Storm Drain	CMP	RCP	PVC	(Circle type)	LF			
18" Storm Drain	CMP	RCP	PVC		LF			
21" Storm Drain	CMP	RCP	PVC		LF			
24" Storm Drain	CMP	RCP	PVC		LF			
30" Storm Drain	CMP	RCP	PVC		LF			
36" Storm Drain	CMP	RCP	PVC		LF			
48" Storm Drain	CMP	RCP	PVC		LF			
Corrugated Metal Pipe Arch (CMPA)				_____ " x _____ "	LF			
Precast Concrete End Sections, 24" and smaller					EA			
Precast Concrete End Sections, 27" to 48"					EA			
Metal End Sections, 24" and smaller					EA			
Metal End Sections, 27" to 48"					EA			
Concrete Endwalls (list each)					EA			
_____ ' x _____ ' Precast Concrete Box Culvert					LF			
48" Diameter Precast Manholes					EA			
60" Diameter Precast Manholes					EA			
Yard Inlets					EA			
Type K Inlets Single Grate					EA			
Type K Inlets Double Grate					EA			
Type S Inlets - Double Grate Tandem					EA			
WR Combination Inlets					EA			
Single WR Inlets					EA			
Class I Riprap, including filter cloth					SY			
Gabion Mattress, 9" thick stone					CY			
Soil Stab. Matting - Type A Biodegradable					SY			
Soil Stab. Matting - Type B Non-biodegradable					SY			
Concrete Paved Ditches					SY			
Hot Mix Asphalt Paved Ditches					SY			
Waterway / ditch construction - rough grading					CY			
Waterway / ditch construction - fine grading					LF			
Cut and Remove Paving and Repair Trench					SY			
Flowable Fill					CY			
TOTAL SECTION B - STORM DRAINS								

C. Use-In-Common Driveways

U-I-C Driveway Name				
Item	Unit	Quantity	Unit Cost	Unit Total
6" Graded Aggregate Base *	SY			
3" Hot Mix Asphalt SuperPave Base, 19.0 mm *	SY			
1 1/2" Hot Mix Asphalt SuperPave Surface, 9.5 mm *	SY			
Waterway / ditch construction - rough grading	CY			
Waterway / ditch construction - fine grading	LF			
Soil Stab. Matting - Type A Biodegradable	SY			
Soil Stab. Matting - Type B Non-biodegradable	SY			
Pipe culvert @ Sta. : size (), type (), length ()	EA	1		
Pipe culvert @ Sta. : size (), type (), length ()	EA	1		
* Quantities include apron, pullovers, and turnaround				
Subtotal				

U-I-C Driveway Name				
Item	Unit	Quantity	Unit Cost	Unit Total
6" Graded Aggregate Base *	SY			
3" Hot Mix Asphalt SuperPave Base, 19.0 mm *	SY			
1 1/2" Hot Mix Asphalt SuperPave Surface, 9.5 mm *	SY			
Waterway / ditch construction - rough grading	CY			
Waterway / ditch construction - fine grading	LF			
Soil Stab. Matting - Type A Biodegradable	SY			
Soil Stab. Matting - Type B Non-biodegradable	SY			
Pipe culvert @ Sta. : size (), type (), length ()	EA	1		
Pipe culvert @ Sta. : size (), type (), length ()	EA	1		
* Quantities include apron, pullovers, and turnaround				
Subtotal				

TOTAL SECTION C - USE IN COMMON DRIVEWAYS

D. Grading

Item	Unit	Quantity	Unit Cost	Unit Total
Clearing and Grubbing	AC			
Strip, Stockpile and Re-spread Topsoil	CY			
Mass Grading ROADS.....Cuts	CY			
Mass Grading ROADS.....Fills*	CY			
Excess (hauled to approved waste site)	CY			
Borrow (hauled in from offsite)	CY			
Fine Grade ROADS	LF			
Mass Grading Use-In-Common Driveways... Cuts	CY			
Mass Grading Use-In-Common Driveways.. Fills*	CY			
Excess (hauled to approved waste site)	CY			
Borrow (hauled in from offsite)	CY			
Fine Grade Use-In-Common Driveways	LF			
Total Project.....Cuts	CY			
Total Project.....Fills*	CY			
Excess (hauled to approved waste site)	CY			
Borrow (hauled in from offsite)	CY			
Seed and Mulch Shoulders and Supporting Slopes	AC			
TOTAL SECTION D - GRADING				
* Fill quantities are adjusted for loss, shrinkage and compaction				
Utility Relocation				
<p>Utility relocation, where necessary, is the sole responsibility of the Developer. If documentation is received by the Bureau from the affected utility company affirming posting of appropriate surety, bonding will not be required by Carroll County. Absent documentation from the utility company, utility relocation shall be bonded as part of the PWA to Carroll County. Once utility relocation is bonded with Carroll County, funds will not be released until the facility is relocated, regardless of additional costs which developer may incur due to posting of funds with the utility company.</p>				
GRAND TOTAL \$				

November 16, 2001
 Revised June 25, 2008