1. **SCOPE OF SERVICES**

Contractors shall provide on-call road repairs to include base repairs, milling, the installation of asphalt, and the installation of striping to match the preexisting markings. Repair size will vary. Repairs will take place on County-maintained roads and related facilities throughout the County.

This is an indefinite quantity vendor pool contract with no guarantee of the volume of work to be performed. The County does not guarantee a minimum or maximum dollar amount to be expended on any contract.

1. **CONTRACTOR RESPONSIBILITIES**

**Contractors shall:**

* 1. Provide services to the County on an as needed basis.
  2. Designate a project manager that shall speak English and have available communication devices with internet access to ensure proper communication and documentation during operations.
  3. Provide competent and qualified personnel to perform the work as required in accordance with the most recent edition of the Florida Department of Transportation’s (FDOT’s) “Standard Plans for Road and Bridge Construction”.
  4. Furnish all labor, equipment, fuel, materials, and any other items needed to perform all operations necessary to complete this work in strict accordance with the contract specifications.
  5. Be responsible to make a video in digital format of all current conditions such as, but not limited to driveways, road intersections, vegetation, etc., before any work starts. Contractor shall focus on any deficient conditions present at the time of the videotaping. The date and time shall be recorded on the video at the time it is being created. A copy of this video shall be supplied to the County’s Project Manager before commencement of any work outlined on the Project Order Form.
  6. Complete work orders within sixty (60) days of receipt of Notice to Proceed unless otherwise agreed upon with the County Project Manager.
  7. Notify the County Project Manager two (2) business days prior to starting any work.
  8. Submit invoices no later than ten (10) days after project completion.

1. **COUNTY RESPONSIBILITIES.**
   1. The County will award to one or more Contractors to establish a vendor pool.
   2. The County shall supply Contractor with a Notice to Proceed Form (Exhibit E) that will contain all the designated limits of roadway (s) to be repaired. Each roadway will have the limits marked in white or pink paint.
   3. The County will outline the area and dimension to receive pavement repair with temporary field marking paint prior to issuance of Notice to Proceed. Each area will have an individual calculation of square yards to repair. This yardage calculation will determine which unit cost will be assessed for that repair should multiple repairs occur on the Notice to Proceed.
2. **MOBILIZATION/ DEMOBILIZATION**
   1. Contractor shall assess the County a single mobilization/demobilization charge for each repair not within 2,640 ft of the beginning or end of another repair.

**Examples:**

* + 1. County provides a Notice to Proceed to the contractor outlining two (2) repairs on Maple Street. The repairs are 300 hundred feet from the end of one repair to the beginning of the next. Contractor shall only be permitted to assess one (1) mobilization/demobilization charge.
    2. County provides a Notice to Proceed to contractor outlining two (2) repairs on Elm Street. The repairs are 2,750 feet from the end of one repair to the beginning of the next. The contractor shall be permitted to assess two (2) mobilization/demobilization charges.
    3. County provides a Notice to Proceed to contractor outlining four (4) repairs on Pine Street. The repairs are 565 feet from the end of the first repair to the beginning of the second, 1,698 feet from the end of the second repair to the beginning of the third, and 1,500 feet from the end of the third repair to the beginning of the fourth. The contractor shall be permitted to assess one (1) mobilization/demobilization charge as distance between any one repair does not exceed 2,640 feet.
  1. The mobilization/demobilization charge must include all costs associated with the complete mobilization and demobilization of labor and equipment to and from the jobsite.

1. **ROAD BASE REPAIRS**
   1. Contractor must saw cut outside the area marked with temporary paint. All saw cuts will be performed to leave only square or rectangular shaped repairs. Any jagged or misshaped repairs will be rejected and replaced by the Contractor at no additional cost to the County.
   2. Contractor must remove existing asphalt, road base material, and any sub-base/sub-grade material necessary to accommodate the installation of a minimum depth of eight (8) inches of compacted lime rock base and one (1) inch of asphalt, unless otherwise directed on the Notice to Proceed, or to a depth determined by the County Project Manager. Finished elevation of the repair must be at base pre-repair condition and shall allow for the specified depth of asphalt, unless otherwise directed by the County in writing on the Notice to Proceed.
   3. The unit cost for road base repair must be all inclusive to include all of the following items: traffic control, saw cutting, excavation, lime rock installation and compaction, trucking, disposal, and any other incidental charges associated with the repair. Asphalt must be specified and invoiced under a different line item.
2. **ASPHALTIC CONCRETE BASE COURSE**
   1. Contractor may be required to repair roadway using Asphaltic Concrete Base Course in accordance with the Florida Department of Transportation Standard Specification for Road and Bridge Construction, 2019 Edition (or latest edition), Section 234, Asphaltic Concrete Base Course. Requests for this service may vary in thickness and will be designated on the Notice to Proceed. **Asphalt base will be applied in (2) inch increments and shall be priced as per square yard / per two (2) inches of thickness**.
   2. Contractor must remove existing asphalt, road base material, and any sub-base/sub-grade material necessary to accommodate the installation of a minimum depth of four (4) inches of compacted asphalt base, on whichever thickness is provided in Notice to Proceed. Contractor shall utilize type SP 12.5 Superpave Asphaltic Concrete and Construct each course in layers not to exceed 2 inches compacted thickness.
   3. A motor grader may be used to spread the first course or multiple course bases when the subgrade will not support the use of a mechanical spreader (paver). The County will not require mechanical spreading and finishing equipment for the construction of base widening strips less than 4 feet in width or where the shape or size of the area will not accommodate mechanical spreading (paver). Though it is the Contractor's responsibility to provide a suitable driving surface.
   4. In areas where standard rollers cannot be accommodated, vibratory rollers supplemented with trucks, motor graders, or other compaction equipment approved by the County may be used. Final surfaced shall be rolled with a standard roller to provide acceptable driving surface with sufficient density.
3. **MILLING**
   1. At the discretion of the County, milling may be required to repair an area without doing base repairs.
   2. If milling is required and traffic is to be maintained prior to the placement of the new asphaltic concrete, the Contractor must ensure that suitable transitions between areas of varying thickness are created to allow for a smooth longitudinal riding surface. The Contractor must sweep all milled areas in a manner that will minimize dust prior to opening to traffic or before starting the overlay process.
   3. All millings created by this process will become the property of the Contractor and it will be the Contractor’s responsibility to remove them from the project site.
   4. The County Project Manager will determine the thickness of the area to be milled. Milling will occur in increments of one (1) inch unless otherwise specified on the Notice to Proceed. Contractor will be compensated at the unit price for the milling as specified in the Contractor’s bid.
4. **ASPHALT**
   1. For overlays and general base repair, the Contractor shall install and compact Type SP 9.5 asphaltic concrete at a thickness of one (1) inch unless otherwise noted on the Notice to Proceed. Asphaltic Concrete Base Course repairs shall utilize SP 12.5 asphaltic concrete.
   2. Contractor must install the new asphalt to ensure that the transition joints are not excessive, and a good quality ride is provided when finished. The result of the installation of the asphalt must provide an even transition with the existing area. No more than one-quarter (¼) inch difference in height will be allowed for the transition of the two (2) areas.
   3. Payment will be calculated by the square yard or per ton as stated on the Notice to Proceed and will be all inclusive, but not limited to the following items: traffic control, asphalt installation and compaction, trucking, any disposal, and any other incidental charges associated with the repair.
   4. A tack coat must be used to ensure a good bond to the existing base and asphalt. Asphalt must be installed at a minimum rate of one (1) inch thick compacted, unless otherwise specified by the County Project Manager.
   5. Asphalt restoration associated with road base repairs must be completed no later than forty-eight (48) hours after removal. Under no circumstances will the Contractor leave open areas unattended for more than the specified time frame, unless authorized in writing by the County Project Manager.
   6. When asphalt repairs are requested using a per ton measurement the Contractor shall submit copies of load tickets collected at the asphalt plant.
5. **STRIPING**
   1. It is the responsibility of the Contractor to ensure the current striping layout is recorded before the resurfacing activity is started. The same striping layout shall be installed on the new asphaltic concrete unless the County supplies Contractor with a new striping pattern.
   2. If Contractor does not install the correct striping pattern, it shall be Contractor’s responsibility to remove the markings by the method approved by the County. Contractor shall be responsible for the cost of the removal and replacement of the correct pattern. If the road surface is damaged during this removal process, Contractor shall be responsible to repair the road surface to the County’s satisfaction at Contractor’s expense.
   3. Contractor shall install temporary painted traffic stripes and markings prior to the removal of the MOT.
   4. Contractor shall install all Thermoplastic Pavement Markings not prior to 14 calendar days or beyond 30 days following paving.
   5. All Thermoplastic shall comply with the Florida Department of Transportation Standard Specification for Road and Bridge Construction, 2019 Edition (or latest edition), Section 711, THERMOPLASTIC PAVEMENT MARKINGS. Contractor should pay special attention to Section 711-4.3 concerning the retro reflectivity.
   6. All striping operations shall include, but not be limited to: mobilization, MOT, equipment, labor, and any other incidental charges associated with the operation
6. **QUALITY CONTROL/ CORING**
   1. At the discretion of the County, an independent testing firm may be obtained by the County to take coring samples from the repaired areas.
   2. The County will have the option of completing one (1) core per repaired area and one (1) core per every ten (10) square yards of repair if the size of the repair is greater than ten (10) square yards.
   3. If it is determined that the repairs meet the specifications as outlined within, the County will bear the cost of the coring. If it is determined that the work does not meet the specifications as outlined within, the Contractor will be responsible for the cost associated with the coring and shall be responsible to make the necessary corrections to the work to meet the specifications. The cost incurred by the County for the coring will be deducted from the submitted invoice.
7. **PUBLIC NOTIFICATION OF WORK**
   1. At the discretion of the County Project Manager, the Contractor may be required to utilize Portable Changeable Message Signs (PCMS, FDOT Index 102-600) for public notification of work.
   2. When a Contractor is required to install a Portable Changeable Message Sign (PCMS, FDOT Index 102-600), it must be located at each end of the proposed work zone, unless directed otherwise by the County Project Manager, two (2) days prior to construction and all during construction in order to inform residents and roadway users of the impending construction.
   3. The PCMS must display lane closure information including but not limited to anticipated lanes to be closed, extent of lane closure (i.e., "Next 2 Miles"), daily hours of closure, and temporary speed restrictions.
   4. The Contractor will be compensated on a per unit per day rate as stated on the Notice to Proceed form. All costs associated with the Portable Changeable Message Signs must be all inclusive and shall be invoiced at the unit rate as stated on the bid sheet.
8. **DAMAGE**
   1. All items damaged because of the Contractor or subcontractor operations, such as but not limited to, sidewalks, seating, curbs, pipes, drains, water mains, pavement, mailboxes, turf, etc., shall be either repaired or replaced by the Contractor, at its expense, in a manner prescribed by and at the sole satisfaction of the Project Manager.
   2. Any invoices submitted to the County which are determined to be the result of damage done by the Contractor, shall be the responsibility of the Contractor. County reserves the right to pay any such invoices and deduct such costs from the Contractor’s invoice. Repairs, or receipt of repairs, shall be completed and submitted to the County prior to submission of the Contractor’s invoice for work accomplished.
   3. If the Contractor damages a County sign or other property owned by the County, it shall be the responsibility of the Contractor to repair the item back to the original condition. If the repair is not in accordance with County standards, the County shall repair the item and deduct the associated cost from the amount due the Contractor.
   4. Complaints shall be addressed by the Contractor within forty-eight (48) hours and a written report shall be submitted to the Project Manager outlining actions taken to correct the complaint. Contractor shall notify the Project Manager immediately of any complaints given directly to the Contractor.
9. **SUBCONTRACTOR/ MATERIAL SUPPLIERS**
   1. If subcontractors or materials suppliers are to be used by the Contractor, the Contractor shall provide a listing of such subcontractors and materials suppliers with the Contractor’s acceptance of the Notice to Proceed to include:
      1. The name of each subcontractor/material supplier proposed.
      2. The work or the material the subcontractor/material supplier will provide.
   2. Prior to final payment to the Contractor, Contractor shall provide Certification of Payment to Subcontractors/Materials Suppliers before the invoice is processed and paid.
10. **SAFETY** 
    1. All standard equipment, work operations, safety equipment, personal protective equipment, and lighting required or mandated by State, Federal, OSHA, or ADA regulations shall be provided.
    2. Any safety devices installed by the manufacturer shall be in place and in proper working order at all times. If the County Project Manager determines that equipment is deficient in safety devices, the Contractor shall be notified immediately. The Contractor shall immediately repair or remove the equipment from service until the deficiency is corrected to the satisfaction of the County Project Manager.
    3. The County’s Project Manager shall periodically monitor work site for safety. Should there be safety or health violations, the County’s Project Manager has the authority, but not the duty, to require the Contractor to correct the violation in an expeditious manner. If there is any situation deemed unsafe by the County Project Manager, the project shall be shut down immediately upon notice and shall not resume work until the unsafe condition has been remedied.
    4. Should the work site be in a hazardous area, the County shall take reasonable actions to furnish the Contractor with information concerning hazards such as types or identification of known toxic material, machine hazards, Safety Data Sheets (SDS), or any other information that would assist the Contractor in the planning of a safe work site. The Contractor retains the ultimate responsibility to ensure all work is performed in a manner consistent with all applicable safety standards and directives.
    5. Contractor shall be aware that while working for the County, representatives from agencies such as the United States Department of Labor, Occupational Safety and Health Administration (OSHA) are invitees and need not have warrants or permission to enter the work site.

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