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CONTROL: 6446-24-001

COUNTY: CULBERSON, ETC.

HIGHWAY: IH 10, ETC.

### **GENERAL NOTES:**

**General Project Description** – This routine maintenance contract is for janitorial and grounds maintenance for picnic areas located in Culberson, Hudspeth and Jeff Davis Counties on IH 10, SH 20, and US 90.

The Contract will be managed by the **Alpine Area Office** with participating Area Engineer (AE) and Maintenance Section Supervisor (MSS) listed below:

Armando Ramirez, P.E., Alpine AAE
2400 N. SH 118
Alpine, Texas 79830
(915) 217-5257

Rudy Valdez, Van Horn/Sierra Blanca AMSS US 90, 1.5 Miles S of IH 10 Van Horn, Texas 79855 (432) 283-2501

Robert Gray, Marfa/Ft. Davis MSS 809 W San Antonio St. Marfa, Texas 79843 (432) 426-3991

Rene Romero, P.E., East AE	Manuel Molina, East MSS
1430 Joe Battle Blvd.	1430 Joe Battle Blvd.
El Paso, Texas 79936	El Paso, Texas 79936
(915) 757-5910	(915) 849-5554

Each Contract awarded by the Department stands on its own and as such, is separate from other contracts. A Contractor awarded multiple contracts, must be capable and sufficiently staffed to concurrently process all contracts at the same time.

# **General Requirements**

Various bid items and their associated quantities have been provided within this Contract to establish unit bid prices for the proposed work. The bid items and quantities provided are based on historical data and are not guaranteed. Actual quantities of work to be performed and paid will be determined in the field by the Engineer and will be paid utilizing these unit bid prices with no further compensation made regardless of the final quantities.

The Department reserves the right to reduce or increase all quantities within guidelines provided in the Standard Specifications.

Provide vehicular and pedestrian access at all times, including Saturdays, Sundays, and holidays. This access includes, but is not limited to, driveways, streets, parking areas, and walkways. This will be considered subsidiary to the various bid items.

# **ITEM 2 – INSTRUCTIONS TO BIDDERS**

This Contract includes plan sheets that are not part of the bid proposal.

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View plans on-line or download from the web at: https://www.txdot.gov/business/letting-bids/plans-online.html

Order plans from any of the plan reproduction companies shown on the web at: http://www.dot.state.tx.us/business/contractors consultants/repro companies.htm

Questions may be submitted via the Letting Pre-Bid Q&A web page. This webpage can be accessed from the Notice to Contractors dashboard located at the following Address: <a href="https://tableau.txdot.gov/views/ProjectInformationDashboard/NoticetoContractors">https://tableau.txdot.gov/views/ProjectInformationDashboard/NoticetoContractors</a>

All contractor questions will be reviewed by the Engineer. All questions and any corresponding responses that are generated will be posted through the same Letting Pre-Bid Q&A web page.

The Letting Pre-Bid Q&A web page for each project can be accessed by using the dashboard to navigate to the project you are interested in by scrolling or filtering the dashboard using the controls on the left. Hover over the blue hyperlink for the project you want to view the Q&A for and click on the link in the window that pops up.

Request a proposal electronically from the Department's website: <u>http://www.txdot.gov/business-cq/pr.htm</u>

Or use the electronic bidding site: <u>http://www.txdot.gov/business/letting-bids/ebs.html</u>

A bid summation will be available on-line at: <u>http://www.txdot.gov/business/bt.html</u>

## **ITEM 3 – AWARD AND EXECUTION**

The Contract duration is for 12 months. Time charges and work will start on the day stated on the Work Authorization letter. The Contract will be in effect until the work on the last callout is completed.

## **ITEM 7 – LEGAL RELATIONS AND RESPONSIBILITIES**

No significant traffic generator events identified.

Abide by Section 7.2.5. Use of Blue Warning Lights related to vehicle lighting. Vehicles equipped with unauthorized lighting will not be permitted to operate on Department highways.

Occupational Safety & Health Administration (OSHA) regulations prohibit operations that bring people or equipment within 10 feet of an energized electrical line. Where workers and/or equipment may be close to an energized electrical line, notify the electrical power company and make all necessary adjustments to ensure the safety of workers near the energized line.

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Do not discharge any liquid pollutant from vehicles onto the roadside. Immediately clean spills and dispose in compliance with local, state, and federal regulations to the satisfaction of the Engineer at no additional cost to the Department.

#### **ITEM 8 – PROSECUTION AND PROGRESS**

This project is to be completed in **365** calendar days in accordance with **Section 8.3.1.5**, "Calendar Day."

The Contractor must provide enough manpower and equipment to accomplish the required work under this contract during the hours agreed upon by the Contractor and Engineer. Failure to do so will constitute grounds for a Noncompliance Penalty.

Work must start within 72 hours of notification or by the time agreed upon with the Engineer.

A Noncompliance Penalty will be assessed for each instance the Contractor is in noncompliance. A noncompliance instance is defined by any of the following:

- 1. Contractor fails to begin work at the specified time or location(s);
- 2. Contractor fails to complete work by the time agreed upon with the Engineer;
- Contractor does not have all the necessary resources (i.e. personnel, equipment, and material) to fulfill the requirement of the Item(s) called out at the specified time or location(s).
- 4. Contractor fails to submit proper material documentation for material sources by the time agreed upon with the Engineer.

The Noncompliance Penalty will be deducted from any money due or to become due for any completed Item(s) or work. The Noncompliance Penalty will be assessed as follows: \$1,000 per instance, per location.

## ITEM 502 - BARRICADES, SIGNS AND TRAFFIC HANDLING

The Contractor and his employees will wear fluorescent orange safety vests, safety shoes/boots, eye protection and hard hats while outside vehicles within the Department's right of way and will comply with Item 7.2.4. Public Safety and Convenience, and Item 7.2.6. Barricades, Signs, and Traffic Handling.

The Contractor must have enough manpower and equipment to perform any revised traffic control as directed by the Engineer.

Contractor assumes the responsibility for any additional barricade signs and devices of any approved contractor-initiated changes to the sequence of work or Traffic Control Plans.

Some signs, barricades, and channelization devices may not be shown at the precise or measured position. Place the barricades, devices, or signs, with approval, in positions to meet field conditions.

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Remove signs that do not apply to current conditions at the end of each day's work (do not lay down signs within clear zone).

In accordance with Section 7.2.6.1, designate, in writing, a Contractor Responsible Person (CRP) and a CRP alternate to take full responsibility for the set-up, maintenance, and necessary corrective measures of the traffic control plan. The CRP or CRP alternate must be present at site and implement the initial set up of every traffic control phase/stage, at each location, and/or each call out, for the entire duration of the project.

At the written request of the Engineer, immediately remove the CRP or CRP alternate from the project if, in the opinion of the Engineer, is not competent, not present at initial TCP set-ups, or does not perform in a proper, skillful, or safe manner. These individuals shall not be reinstated without written consent of the Engineer.

CRP and CRP alternate must be trained using Department approved training. Provide a copy of the certificate of completion to the Engineer for project records. Refer to Table 1 for Department approved Training.

Table 1: Contractor Responsible Person and Alternate							
Provider	Course Number	Course Title	Duration	Notes			
American Traffic Safety Services Association	TCS	Traffic Control Supervisor	2 Days				
National Highway Institute	133112 133113	I. Design and Operation of Work Zone Traffic Control Z. Work Zone Traffic Control for Maintenance Operations	1 Day 1 Day	Both classes are required to meet minimum required training.			
National Highway Institute	133112A	Design and Operation of Work Zone Traffic Control	3 Days				
Texas Engineering Extension Service	HWS410	Contractor's Responsible Person for Temporary Traffic Control	16 Hours	Please note the name has changed.			
University of Texas Arlington Division for Enterprise Development	WKZ421	Traffic Control Supervisor	16 Hours	Contact UTA for training needs.			

All contractor workers involved with the traffic control implementation and maintenance must participate and complete a Department approved training course. Provide a copy of the certificate of completion to the Engineer for project records. Refer to Table 2 for Department approved Training.

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Table 2: Other Work Zone Personnel							
Provider	Course Number	Course Title	Duration	Notes			
American Traffic Safety Services Association	TCT	Traffic Control Technician	1 Day				
Texas Engineering Extension Service	HWS002	Work Zone Traffic Control	16 Hours	Identical to HWS-410. Counts for 3 year CRP requirement.			
National Highway Institute	133116	Maintenance of Traffic for Technicians	5 Hours	Web based			
National Highway Institute	134109-I	Maintenance Training Series: Basics of Work Zone Traffic Control	1 Hour	Free, Web Based			
University of Texas at Arlington, Division for Enterprise Development	WKZ 100	Work Zone Safety: Temporary Traffic Control	4 Hour	Please note the name has changed. Free Web based.			
TxDOT/AGC Joint Development	N/A N/A	Safe Workers Awareness Highway Construction Work Zone Hazards		Videos available through the AGC of Texas Offices. English and Spanish.			
AGC America	N/A	Highway Work Zone Safety Training	1 Day				
Texas Engineering Extension Service	HWS400	Temporary Traffic Control Worker	4 Hour	Contact TEEX if interested in class.			
TxDOT/AGC Joint Development	N/A	Work Zone Fundamentals	10 Minutes Approx.	Videos available through the AGC of Texas Offices. English and Spanish.			

Contractor may choose to train workers involved with the traffic control implementation and maintenance with a contractor developed training in lieu of Department approved training. Contractor-developed training must be equivalent to the Department approved training shown in Table 2. Provide the Engineer a copy of the course curriculum for pre-approval, prior to conducting the contractor developed training. Provide the Engineer a copy of the log of attendees after training completion for project records.

# Safety Contingency

The contractor Force Account "Safety Contingency" that has been established for this project is intended to be utilized for work zone enhancement, to improve the effectiveness of the TCP that could not be foreseen in the project planning and design stage. These enhancements will be mutually agreed upon by the Engineer and the Contractor's Responsible Person based on weekly or more frequent traffic management reviews on the project. The Engineer may choose to use existing bid items if it does not slow the implementation of enhancement.

#### **ITEM 745 - PICNIC AREA MAINTENANCE (GENERAL)**

Refer to "Locations Table" sheet, for picnic areas locations.

All picnic areas within the limits of the work will be kept in a clean and orderly manner. Maintenance activities include a thorough cleaning of all picnic benches and surrounding area, plant watering, and general maintenance of the facilities.

Perform 3 cycles per week of Janitorial Maintenance (Picnic Areas) for 52 weeks. Each cycle consists of the performance of janitorial services at all locations shown on the "Locations Table" sheet or as directed by the Engineer.

A sign-in ledger will be required for certification purposes of the Contractor's work schedule. The Contractor will sign in and out each working day and provide this information to the Department at a minimum of a weekly basis for payment certification.

Remove all trash including the replacement of the bags on a daily basis or as directed by the Engineer.

Supply liners (trash bags) as specified below:

Type B-Clear (38"x65") 55-gallon capacity (LDPE Thickness 4.0 mils) Low Density and Linear Low-Density Polyethylene Cylindrical Bags.

Large volumes of trash or hazardous material classified by the Engineer to be caused by illegal dumping will be disposed of by the Department. In these cases, the Contractor will notify the Engineer or his representative for proper removal and disposal.

The Contractor will be responsible for locating a legal landfill and the fees required to dump the litter in the landfill.

Remove weeds, grass, and other undesirable growth from picnic areas as directed. Gravel area will be kept free of any growth from weeds or grass. Mow 10 feet out from sidewalks and curbs beginning from off ramps to on ramps and 10 feet from graveled picnic area. All islands and medians within picnic area boundaries are to be mowed completely.

Prune dead and undesirable growth from tree and shrubs as needed or as directed.

The Contractor will water the grass, trees and shrubs three (3) times per week during the early morning hours or as directed by the Engineer. The amount of water to be used will be determined by the Engineer.

Mowing and trimming will be performed at 1 cycles per month or as directed by the Engineer. Each cycle consists of the performance of grounds maintenance services at all locations shown on the "Locations Table" sheet or as directed by the Engineer.

SHEET 3B

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# **Estimate & Quantity Sheet**

CONTROLLING PROJECT ID 6446-24-001

DISTRICT El Paso HIGHWAY IH0010 COUNTY Culberson

Texas Department of Transportation

		CONTROL SE	CTION	і јов	6446-2	4-001		
		F	PROJE	CT ID	A0019	8366		
COUNTY					Culberson		TOTAL EST.	TOTAL FINAL
			HIGH	IWAY	IH0010			
ALT	BID CODE	DESCRIPTION	UNIT		EST.	FINAL		
	745-6061	GROUNDS MAINT (MOWING / TRIMMING)		CYC	12.000		12.000	
	745-6154	JANITORIAL MAINT (PICNIC AREAS)		CYC	156.000		156.000	



DISTRICT	COUNTY	CCSJ	SHEET
El Paso	Culberson	6446-24-001	4



