



INVITATION FOR BIDS

911 LOCATOR SIGNAGE PROJECT - 2021

ATCHISON COUNTY COMMISSIONERS

**JACK BOWER – Chairman
DISTRICT 1**

**ERIC NOLL
DISTRICT 2**

**CASEY QUINN
DISTRICT 3**

ATCHISON COUNTY EMERGENCY MANAGEMENT

**Wesley D. Lanter, Director
10443 US Hwy 59
Atchison, KS 66002
Phone (913) 804-6131
Email: <wlanter@atcoks.org>**

NOTICE TO CONTRACTORS

Atchison County is soliciting bids from responsible bidders for placing 911 Locator Signage at each residential, commercial, industrial, or public building site in unincorporated areas of Atchison County in accordance with Atchison County Resolution No. 2018-1443. Atchison County will supply the signs and posts. The contractor shall supply all other materials, labor, equipment, and tools necessary to complete the job.

Sealed bids must be received by the Atchison County Clerk, Michelle Phillips in her office at the Atchison County Courthouse, 423 North 5th Street, Atchison, Kansas, until 1:00 p.m. local time, on the 27th day of July, 2021 and will be opened and publicly read at the meeting of the Board of County Commissioners on July 27, 2021 at the Atchison County Courthouse, 423 North 5th Street, Atchison, KS 66002.

Atchison County reserves the right to select bids on the project independently or separately. Atchison County reserves the right to accept or reject any and all bids.

Plans and specifications, and Instructions to Bidders and the proposed contract may be seen, examined, and secured at the office of the Atchison County Road and Bridge Office. The successful bidder will be expected to execute a CONTRACT FOR 911 LOCATOR SIGNAGE PROJECT - 2021 in substantially the same form as proposed within one week of notification of award of the bid.

Contact information is as follows: Wesley D. Lanter, Director, Emergency Management, 10443 US Hwy 59, Atchison, KS 66002. Phone (913) 804-6131; email: <wlanter@atcoks.org>.

All bids for said work must be made on the form included in this packet. The Board of County Commissioners of Atchison County, Kansas reserves the right to waive informalities and irregularities in bids, and to contract with any party that will, in their opinion, serve the best interests of Atchison County, Kansas. Atchison County reserves the right to reject any or all bids.

Wesley D. Lanter
Emergency Management Director
10443 US Hwy 59
Atchison, KS 66002
Phone (913) 804-6131
Email: <wlanter@atcoks.org>

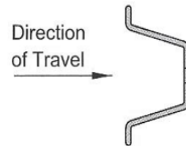
SPECIAL CONDITIONS

DESCRIPTION. The contractor will place 911 Address locator signs at up to 2,060 unique addresses located in unincorporated areas within Atchison County. Each sign shall be placed on road right-of-way adjacent to the driveway entrance to each address.

SIGNS: Atchison County will supply one pre-printed sign for each address, with the address printed on both sides of the sign.

POSTS:

Atchison County has procured 1,800 U-Channel posts of a length of six feet (6'). Contractor will need to cut these posts to the appropriate length. Where indicated, the signs shall be affixed to an existing mailbox. In all other cases, the signs shall be affixed to a permanent U-Channel metal post. Posts shall be installed as deep as necessary, but in all cases with the bottom at least 24 inches below grade. The U-Channel shall be oriented with the direction of travel, as shown:



Installation Details
SUPPORT INSTALLATIONS
STEEL "U" POST

B2-12

PLACEMENT OF SIGNS:

1. Signs shall be placed so as to be visible from the road at or near the entrance to the property.
2. Signs shall be placed a minimum of three feet and a maximum of five (5) feet, measured from ground surface to vertical center of the sign.
3. Signs shall be installed so that the face of the sign is perpendicular (or as close to perpendicular as feasible) to oncoming traffic from both sides.
4. Signs shall be located off of the travelled road but within the road right-of-way.
5. Contractor will need to mount the sign on a mailbox or on the metal post. Contractor shall supply any necessary hardware to affix the signs to the mailbox or the post.

6. Signs must be affixed to the mailbox or post in such a manner that the address is visible without obstruction from both sides of the mailbox or post.
7. Where a property is served by a single mailbox, and the mailbox is located in front of the main entrance to the property, the sign shall be installed adjacent to the mailbox, no matter what side of the road. Where the mailbox is not located close to the driveway entrance, the sign shall be placed on a post near the driveway entrance. Where more than one address is served by a cluster of mailboxes, signs shall be installed near the driveway entrance to each property.
8. Contractor shall coordinate with utility companies and landowners for the placement of the signs. The Contractor shall contact Dig-Safe and utility owners and have all underground utilities located prior to installation of signs. If damage to existing utilities occurs during construction, the Contractor shall report the damage immediately to the appropriate utility company and the land owner, and shall immediately correct all damages at the Contractor's expense.
9. Any personal property, sod, shrubs or trees damaged during construction shall be restored to a condition equal to that before the work began.

TIMING OF WORK:

Signs on State Highway Routes signs shall be installed by December 15, 2021. All signs shall be installed by December 31, 2021.

GENERAL REQUIREMENTS:

1. Contractor shall ensure traffic will be free of interference. Any temporary traffic control devices and their installation and maintenance shall comply with the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD for streets and highways) which has been adopted by the Secretary of the KDOT.
2. All Workers shall wear approved safety vests according to 23 C.F.R. Part 634, Worker Visibility.
3. The Contractor shall contact and coordinate with the Road & Bridge Superintendent regarding each day's work so public notifications of traffic disruption can be disseminated. A weekly schedule submitted 10 days (two Fridays) ahead of the work is preferred. In the event that the schedule changes due to weather or other conditions beyond the control of the Contractor, a new schedule should be provided.
4. Contractor shall comply with all requirements of the KDOT USE OF RIGHT OF WAY PERMIT dated July 2, 2021.
5. Contractor shall indemnify and hold harmless County from personal injury and property damage claims arising out of any act or omission of Contractor. If County defends a third party's claim, the Contractor shall indemnify County for personal injury damages, property damages, and related expenses, including attorneys' fees.

INSURANCE:

1. Contractor shall supply one or more "Certificate(s) of Insurance" confirming Contractor carries insurance in the amounts and type this section requires. The "Certificates of Insurance" shall include a clause requiring the insurer to notify County thirty (30) calendar days in advance of a change in or cancellation of the insurance contracts.
 - a. Contractor shall maintain "General Liability" insurance under an occurrence policy that has a minimum combined single limit of \$100,000 for personal injury and property damage naming County as an additional insured.
 - b. Contractor shall maintain Worker's Compensation and Employer's Liability insurance that complies with Kansas Statute.
 - c. Petitioner shall carry Automobile Liability insurance under an occurrence policy that has a minimum combined single limit of \$100,000 for personal injury and property damage.

911 LOCATOR SIGNAGE PROJECT - 2021

BID

To the Chairman and County Commissioners
Atchison County, Kansas

I, (We,) the undersigned, having carefully examined the INVITATION FOR BIDS for the 911 LOCATOR SIGNAGE PROJECT - 2021, hereby propose to install the 911 Locator Signs at the locations listed in the INVITATION FOR BIDS - 911 LOCATOR SIGNAGE PROJECT - 2021, and complete the same in a workmanlike manner, furnishing all necessary materials, equipment, and labor therefore. Said work to be done in strict conformity to the plans and specifications subject to acceptance of the Atchison County Commissioners:

BID: \$ _____

VENDOR: _____

ADDRESS: _____

Signed:

Printed name: _____

Title: _____

Telephone: _____

Email: _____

Date: _____