

Countywide Local Bridge Inspection RFP

2024 - 2025 Bridge Inspections Countywide Local Bridges (County and Town)

Columbia County Highway and Transportation Department
P.O. Box 875
Wyocena, WI 53969-0875
(608) 429-2136

Chris E. Hardy, PE
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Highway Commissioner
March 20, 2024

Countywide Local Bridge Inspection RFP

PROPOSAL DUE:

Location: Columbia County Highway and Transportation Department
338 Old Highway 16 West
Wyocena, WI 53969-0875

Date & Time: **Thursday, April 18, 2024 @ 3:00 p.m.**

ELECTRONIC SUBMITTAL IS ACCEPTABLE (email as follows)

Contact: Chris Hardy, PE Commissioner
Phone: (608) 429-2156
E-mail: Chris.Hardy@columbiacountywi.gov

Columbia County Highway and Transportation Department hereby requests a proposal for Professional Services for the 2024-2025 Bridge Inspection Cycle, including;

- FHWA and WisDOT certified Bridge Inspection Services,
- In-Field Bridge Inspection for 85 bridges per cycle in 2024 and 13 in 2025,
- Underwater Profile for 12 identified bridges,
- Completion of necessary paperwork, inventory update, communication, coordination, and work to complete the update with WisDOT HSI data bank.

Pricing is to consist of all costs necessary to produce a compliant product, including; but not limited to, labor, material, equipment, fringe, overhead, direct, indirect, taxes, shipping, delivery, supervision, project management, supplier, receiving, loading, and all other costs necessary to provide product(s) in accordance with the solicitation, specifications, references, and plans. The specifications are intended to provide the general intent of performance criteria for the project.

No proposal may be withdrawn for sixty (60) days from date of submission. Contract schedule may vary; however, project(s) are to be completed in accordance with the HSI inspection cycle for each bridge on the Countywide Local Road System (all County and Town bridges) or in no case later than the end of day on October 15, 2024 for all field work (2025 bridges completed prior to October 15, 2025) and all reports filed by end of November of year inspected.

Criteria for the review and award of Proposal:

- properly completed bid document,
- acknowledgement of any/all addendums,
- copy of current insurance certificate, and
- bidder proof documentation (list of similar projects completed with references).

Proposal document is available electronically via DemandStar or www.co.columbia.wi.us under "RFPs, Bids & Quotes" click on "Bridge Inspections".

Columbia County reserves the right to waive any informality, to reject any or all proposals, or to award project in a manner that is most advantageous and satisfactory to the determination of the County.

Published by authority of the Columbia County Highway & Transportation Department; Darren Schroeder, Chair and Chris Hardy, Highway Commissioner.

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Columbia County has 85 local bridges in the WisDOT HSI Program. Fifty three (53) of those bridges are on the 24 month inspection cycle (in 2024).

Eighteen (18) of those bridges are on a four (4) year inspection rotation and **will need** to be inspected in this biennium of 2024-2025. Those bridges due in 2024 include:

- B-11-0126 Duborg Rd (Columbus) Crawfish River
- B-11-0127 Mohr Rd (Fountain Prairie) Crawfish River
- B-11-0139 CTH D (Fall River) Crawfish River
- B-11-0143 Sauer Rd (Fountain Prairie) CPRR
- B-11-0144 Pleasant St (Lodi) over Spring Creek
- B-11-0145 Fair St (Lodi) over Spring Creek
- B-11-0146 CTH K (Hampden) Crawfish River
- B-11-0147 Boelte Rd (Columbus) Crawfish River
- B-11-0149 Hall Rd (Columbus) Crawfish River
- B-11-0150 CTH U (Caledonia) Prentice Creek
- B-11-0152 CTH P (Springvale) Duck Creek
- B-11-0154 CTH SS (Springvale) Duck Creek
- B-11-0155 Clark Rd (Fort Winnebago) Fox River
- B-11-0156 CTH M (Randolph) UPRR
- B-11-0160 Illinois Ave (Wisconsin Dells) Crandall Bay
- B-11-0162 CTH V (Lodi) Drainage Ditch
- B-11-0163 CTH V (Lodi) Drainage Ditch
- B-11-0164 CTH N (Hampden) Crawfish River

For these bridges in the 4-year inspection cycle, in order to comply with the new SNBI mandates from FHWA, they will also require the NBI review and implementation for their inventory categorization. There will be a separate line item for bridges which fit in this category as Columbia County begins to work towards the 2028 SNBI implementation deadline.

In 2024 and 2025, thirteen (13) bridges will require Routine inspections as they are on a 12 month inspection schedule in HSI:

- B-11-0799 East Bush Rd (Wyocena) N Branch of Duck Creek
- P-11-0033 CTH A (Courtland) UP Railroad
- P-11-0037 CTH VJ (Dekorra) Rocky Run Creek
- P-11-0043 Sterk Rd (Randolph) UP Railroad
- P-11-0044 Inglehart Rd (Scott) UP Railroad
- P-11-0049 CTH CM (Fort Winnebago) Fox River
- P-11-0053 Muskrat Rd (Lewiston) Neenah Creek
- P-11-0054 CTH X (Lewiston) Big Slough
- P-11-0064 Hill Rd – dead end (Wyocena) Mid Branch Duck Creek
- P-11-0073 CTH DG (Fountain Prairie) North Branch Crawfish River
- P-11-0091 Hall Rd (Columbus) Crawfish River
- P-11-0092 Fall River Rd (Columbus) Crawfish River
- P-11-0913 CTH A (Otsego) N Branch Crawfish River

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Twelve (12) bridges will require the Underwater Profile measurements be completed:

- B-11-0105 CTH G (Wyocena) Duck Creek
- B-11-0124 CTH U (Caledonia) Baraboo River
- B-11-0128 Fox River Rd (Fort Winnebago) French Creek
- B-11-0175 Old Highway 73 Rd (Columbus) Crawfish River
- B-11-0799 E Bush Rd (Wyocena) Duck Creek
- P-11-0034 CTH E (Scott) Fox River
- P-11-0039 CTH J (Lodi) Spring Creek
- P-11-0049 CTH CM (Fort Winnebago) Fox River
- P-11-0050 Wilcox Rd (Fort Winnebago) over French Creek
- P-11-0907 Larson Rd (Scott) Sand Spring Creek
- P-11-0912 CTH K (Columbus) Robbins Creek
- P-11-0913 CTH CD (Fountain Prairie) S Branch Crawfish River

Five (5) bridges will require an Underwater Dive inspection be completed:

- B-11-0124 CTH U (Caledonia) Baraboo River
- B-11-0128 Fox River Rd (Fort Winnebago) French Creek
- P-11-0034 CTH E (Scott) Fox River
- P-11-0049 CTH CM (Fort Winnebago) Fox River
- P-11-0050 Wilcox Rd (Fort Winnebago) French Creek

Wisconsin State legislature also has instated an inventory process for “Small Local Bridges” or structures that are ‘bridge-like in form and function’ and are in the opening size length range from 6 feet to 20 feet, from face of abutment to face of abutment. Although these structures (“V” designation in HSI) do not meet the FHWA requirement for the Bridge Program, they do meet and fit inside the Wisconsin legislature program and WisDOT implemented “Small Local Bridge” designation. Columbia is estimating that there could be up to sixty (60) of these structures on the local system and they will be required to have an initial inspection for component rating in the NBI. Appendix C has the form that will be required for these inspections. All “Small Local Bridge” structures are required to be completed with initial inspections and uploaded into HSI by the end of December, 2025. Some inspection will be conducted internally by the County. Additionally, County may, due to workload concerns and the time requirement, need CONSULTANT services in order to complete all NBI component inspections on all of the to be determined quantities. County is approximating a bid quantity of twenty five (25) for these type inspections.

One (1) bridge is in construction this summer for replacement; thus, no inspection will be needed in either 2024 or 2025 (on the annual inspection rotation schedule). WisDOT will complete initial inspection on completed, new bridges:

- P-11-0046 Kowald Rd (Scott) over Fox River (new bridge B-11-0181)

With the summer 2023 replacement of Bridge B-11-0786 (new bridge is B11-0175), there are no longer any Fracture Critical (NME) bridges identified on the local system in Columbia County.

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Some bridges are noted as requiring Scour Plan of Action or Scour inspections. Columbia County will be responsible for all scour Plan of Action plans or reports for local bridges in the County. Any requiring scour inspection above and beyond the requirement of the Routine or UWP inspections, will be completed by Columbia County. CONSULTANT is required to complete a Routine inspection on these.

County goal of this contract is to maintain the approximate inspection timeline schedule as currently exists. That is, CONSULTANT is to inspect bridges on the same order and cycle as currently exists within the bridge schedule. In other words, Columbia County does not desire that the bridge inspection cycle is adjusted very much; all bridges inspected on their rotation in the fall of the year. Any desire by CONSULTANT to adjust the general trend shall be pre-approved by the County prior to implementing.

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Article 1 **PROPOSAL RECIPIENT (OWNER)**

- 1.01 Proposal is submitted to:
Columbia County Highway and Transportation
P.O. Box 875
338 Old Highway 16 West
Wyocena, WI 53969
- 1.02 The undersigned CONSULTANT proposes and agrees, if this proposal is accepted, to enter into an Agreement with OWNER, in a mutually agreed upon format, to provide all Labor, Material, Equipment, Supervision, Overhead as specified or indicated in the Proposal Documents for the prices and within the times indicated in this Proposal and in accordance with the other terms and conditions of the Proposal Documents.
- 1.03 Highway Department Staff will function as OWNER representative for this project.

Article 2 **CONSULTANT'S REPRESENTATIONS**

In submitting this Proposal, CONSULTANT represents;

- 2.01 **CONSULTANT** represents that they are a Federal Highway Administration (FHWA) and Wisconsin Department of Transportation (WisDOT) certified bridge inspection professional with duly and properly trained personnel; well versed in physical and visual inspection of local bridges of varying types, degree, shape, size, and methods.
- 2.02 **CONSULTANT ACKNOWLEDGES BID IS A CONTRACT** for provision of Services as specified.
- 2.03 CONSULTANT shall perform all work in a safe manner in full legal accordance with FHWA, WisDOT, OSHA, WDNR, State, County, and local rules and regulations.
- 2.04 CONSULTANT accepts all of the terms and conditions of the Proposal. This Proposal will remain subject to acceptance for 60 days after the Opening, or for such longer period of time that CONSULTANT may agree to in writing upon request of OWNER.
- 2.05 CONSULTANT is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- 2.06 After PROPOSAL has been submitted, CONSULTANT shall not assert that there was a misunderstanding concerning the nature of WORK to be completed. CONSULTANT is responsible for being thoroughly familiar with the Contract Documents. Failure or omission of CONSULTANT to conduct due diligence shall in no way relieve CONSULTANT from obligation in respect to PROPOSAL.
- 2.07 CONSULTANT has provided OWNER written notice of all conflicts, errors, or discrepancies that CONSULTANT has discovered and resolution provided by OWNER is acceptable to CONSULTANT.
- 2.08 CONSULTANT has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for this contract. Proposal is genuine and not made in the interest or on behalf of any undisclosed entity and is not submitted in conformity with any collusive agreement. CONSULTANT has not induced or solicited any other CONSULTANT to submit a false or sham proposal. CONSULTANT has not solicited or induced any entity to refrain from submitting.

Article 3 **BASIS OF THE PROPOSAL**

- 3.01 The executed contract will bind OWNER to make payment to the successful CONSULTANT as payment based upon delivery of the Material. Payment shall be made by monthly or progress payment method based on actual quantity of Material provided; determined by entering, recording, and acceptance by the custodian of the Wisconsin Department of Transportation HSIS database.
- 3.02 PROPOSAL shall be inclusive of all labor, equipment, materials, overhead, supervision, fuel, taxes, insurance, benefits, profit and all other costs CONSULTANT deems necessary to fulfill requirements of the Material.
- 3.03 CONSULTANT's obligation will be coordinated with OWNER and shall be performed independent and without assistance from the OWNER; accepting items noted as "provided by OWNER".
- 3.04 OWNER reserves the right to nullify the Agreement between OWNER and CONSULTANT in the event CONSULTANT is unable to fulfill their obligation; at OWNER's sole determination.

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Cancellation, if enacted, shall terminate immediately upon CONSULTANT receipt of written notice from OWNER.

- 3.05 OWNER has right to award single or multiple contract(s) at OWNER discretion; the anticipation is that this proposal will result in a single, 2-year contract for all work.
- 3.06 **All materials shall be provided in compliance with the FHWA and WisDOT standards, guidance, specifications, handbooks, and requirements related to Routine, Underwater Profile, and Underwater Dive (if applicable) inspection of bridges.**
- 3.07 **CONSULTANT shall provide a detailed PROPOSAL which includes unit price costs per bridge for the following items; field inspection, completion of inspection form, completion of maintenance needs checklist, entry of inspection information on WisDOT HSI database. All other work shall be considered incidental.**

BID:	<i>Quantity</i>	<i>Units</i>	<i>Price/Unit</i>	<i>Extended Price</i>
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CONTRACT A:

2024 Work:

12 Mo Inspection	13	Bridge	_____	_____
24 Mo Inspection	53	Bridge	_____	_____
48 Mo Inspection	18	Bridge	_____	_____
NBI Transition	18	Bridge	_____	_____
Dive Inspection	5	Bridge	_____	_____
Underwater Profile	12	Bridge	_____	_____

2025 Work:

12 Mo Inspection	13	Bridge	_____	_____
Small Bridge NBI	25	Bridge	_____	_____

Article 4 **BID SUBMITTAL**

Company Name: _____

Address: _____

Telephone Number: _____

E-mail Address: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

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Article 5 PROJECT IDENTIFICATION

Work of the Contract shall be conducted in accordance with the Solicitation Instructions and the following conditions:

- 5.01** The purpose of this Solicitation is to purchase labor and services for completion of in-field bridge inspections on County and local road systems. BIDDER shall provide pricing for services in the County at each bridge site.
- 5.02** Contractor shall be solely, wholly, and completely responsible for the safety of employee(s) working in connection with this project (excepting OWNER employees). Work shall conform to all safety related Statutes, rules, ordinances, and guidance whether at the state, county, or local level.
- 5.03** A unit price bid is sought (for each bridge inclusive; field inspection, inspection form completion, HSI entry and acceptance, maintenance needs checklist, and underwater profile costs (when needed)).
- 5.04** For a complete Bridge Inspection listing, please see attached Appendix A. Bridges are listed in total:
- 48 Month Routine inspection (occurs in 2025);
 - 24 Month Routine inspection;
 - Underwater Dive required;
 - Underwater Profile required; and
 - 12 Month Routine Inspections (in both 2024 and 2025).
- 5.05** Work shall be completed prior to the date of record within HSI.
- 5.06** Prevailing Wages do not apply for this solicitation.

Article 6 SCHEDULING

- 6.01** Coordinate closely and cooperate fully with Owner in order to provide a smooth, successful project on behalf of both parties.
- 6.02** Provide 1 hard copy and 1 electronic copy of all documentation created and required for this project to the OWNER upon completion of annual work and prior to November 30, 2024 or 2025 (as it applies).

Article 7 INDUSTRY STANDARDS

Materials being provided shall be of professional quality and craftsmanship meeting or exceeding the requirements of FHWA and WisDOT for bridge inspections and on industry standard forms Wisconsin DT2007 2003 §84.17 Wis. Stats.; completed and accepted in format by WisDOT and OWNER for all Materials provided.

- 7.01** Replace materials which do not comply with workmanship standards as specified and as recognized in the industry for applications indicated.
- 7.02** Conduct work during conditions of temperature, humidity, exposure, forecasted weather, and status of project completion which will ensure best possible results for each unit of work.

Article 8 WORK BY COUNTY

The following work and assistance will be provided by County or others:

- 8.01** Management of the Local Bridge Program for the County.
- 8.02** Re-rating of bridges, if needed.
- 8.03** Fracture Critical Plan(s); if needed.
- 8.04** Any destructive testing, if needed.
- 8.05** Scour Plan of Action Reports.
- 8.06** Provision of necessary flagging or signage crew or snooper truck.
- 8.07** Inspection of any railroad bridges requiring coordination, flagger, or man lift.
- 8.08** Provide a boat and assistance for bridges where boat may be required to complete work (i.e. B110020, B110124, B110141, P110037, P110049, P110052, P110053, P110073, and P110075).

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- 8.09 Special inspections; initial, in-depth, moveable, damage, load posted inspection, or additional inspections that are required to update inspection reports as a result of emergency repairs or maintenance.
- 8.10 Other assistance if identified within the PROPOSAL and agreed ahead of time.

Article 9 PAYMENT OF WORK

- 9.01 OWNER represents the quantities are an estimate of the projects being proposed. Owner does not warrant that the full amount of the bid quantity will be utilized or paid. OWNER presents quantity information to assist BIDDER to understand the amount of Material that is anticipated to be incorporated into the project(s). Payment will be made based upon the actual amount of Material delivered to the OWNER in the acceptable and required format. No unit price exception, exclusion, price change, or request for additional payment may be implemented in relation to this project for variation from the HSI database.
- 9.02 CONSULTANT will be paid based on the unit price proposal from CONSULTANT subject to verification of completion of work. OWNER will measure the actual amount of work completed per the unit price bid item (in this case per bridge per activity). Payment will be determined from the actual measured quantity multiplied by the unit price bid per bridge per activity for the total amount to be paid on the project.
- 9.03 All other work is considered incidental to the contract.

End of Document

APPENDIX A

BRIDGE LISTINGS

Contract A:

Fall 2024

12 Month Routine Bridge Inspections (13)

24 Month Routine Bridge Inspections (53)

48 Month Routine Bridge Inspections (18)

NBI Transition for 48 Month Bridges (18)

Dive Inspections (5)

Underwater Profiling (12)

Fall 2025

12 Month Routine Bridge Inspections (13)

Columbia County Local Bridge List
 12-Month Inspections Required in 2024 and 2025

sid	on	under	municipality	custodian	built type
B110799	E BUSH RD	N BR DUCK CREEK	T/WYOCENA	TOWN	1941 BRIDGE
P110033	A	UPRR	T/COURTLAND	COUNTY	1930 BRIDGE CLOSED
P110037	VJ	ROCKY RUN CREEK	T/DEKORRA	COUNTY	1956 NO PLAN BRIDGE
P110043	Sterk Rd		T/RANDOLPH		
P110044	Inglehart Rd		T/SCOTT		
P110049	CM	FOX RIVER	T/FORT WINNEBAGO	COUNTY	1958 NO PLAN BRIDGE
P110053	MUSKRAT RD	NEENAH CREEK	T/LEWISTON	TOWN	1971 NO PLAN BRIDGE
P110054	X	BIG SLOUGH	T/LEWISTON	COUNTY	1958 NO PLAN BRIDGE
P110064	HILL RD (DEAD END)	MID BR DUCK CREEK	T/WYOCENA	TOWN	1968 NO PLAN BRIDGE
P110073	DG	N BR CRAWFISH RIVER	T/FOUNTAIN PRAIRIE	COUNTY	1958 NO PLAN BRIDGE
P110091	HALL RD	CRAWFISH RIVER	T/COLUMBUS	TOWN	1961 NO PLAN BRIDGE
P110092	FALL RIVER RD	CRAWFISH RIVER	T/COLUMBUS	TOWN	1967 NO PLAN BRIDGE
P110913	A	N BR CRAWFISH RIVER	T/OTSEGO	COUNTY	1928 NO PLAN BRIDGE

Columbia County Local Bridge List
24-Month Inspections Required in 2024

sid	on	under	municipality	custodian	built type
B110013	CTH V	SPRING CREEK INLET	T/LODI	COUNTY	1958 BRIDGE
B110020	V	ROWAN CREEK @ LAKE WIS	T/DEKORRA	COUNTY	1970 BRIDGE
B110046	SANDERSON RD	BR ROWAN CREEK	T/ARLINGTON	TOWN	1959 BRIDGE
B110047	CS	BR ROWAN CREEK	T/DEKORRA	COUNTY	1959 BRIDGE
B110048	J	BR ROWAN CREEK	T/DEKORRA	COUNTY	1959 BRIDGE
B110088	SMOKEY HOLLOW RD	DRAINAGE DITCH	T/ARLINGTON	TOWN	1984 BRIDGE
B110090	TRITZ RD	BARABOO RIVER	T/CALEDONIA	TOWN	1986 BRIDGE
B110091	SPRING ST	BR SPRING CREEK	C/LODI	CITY	1985 BRIDGE
B110097	F	FRENCH CREEK	T/FORT WINNEBAGO	COUNTY	1991 BRIDGE
B110105	G	DUCK CREEK	T/WYOCENA	COUNTY	1992 BRIDGE
B110106	LUEBKE ROAD	ROWLEY CREEK	T/CALEDONIA	TOWN	1992 BRIDGE
B110111	ROSS RD	FOX RIVER	T/SCOTT	TOWN	1993 BRIDGE
B110119	P	N BRA DUCK CREEK	V/CAMBRIA	COUNTY	1993 BRIDGE
B110123	Q MAIN ST	ROWAN CREEK	V/POYNETTE	COUNTY	1997 BRIDGE
B110124	U	BARABOO RIVER	T/CALEDONIA	COUNTY	1997 BRIDGE
B110125	OLD SAUK RD	TRIB TO LAKE WISCONSIN	T/WEST POINT	TOWN	1998 BRIDGE
B110128	FOX RIVER RD	FRENCH CREEK	T/FORT WINNEBAGO	TOWN	1999 BRIDGE
B110134	LEWIS ST	CANADIAN PACIFIC RR	C/COLUMBUS	CITY	2002 BRIDGE
B110135	STH 16-STH 60-MANNING ST	CRAWFISH RIVER	C/COLUMBUS	CITY-CONNECTING ST	2005 BRIDGE
B110141	STH 73-USH B151	CRAWFISH RIVER	C/COLUMBUS	CITY-CONNECTING ST	2007 BRIDGE
B110148	SEIER RD	CANADIAN PACIFIC RAIL	T/FOUNTAIN PRAIRIE	TOWN	2010 BRIDGE
B110168	HAYNES RD	FOX RIVER	T/MARCELLON	TOWN	2019 BRIDGE
B110169	CTH U	WISCONSIN RIVER TRIB	T/CALEDONIA	COUNTY	2019 BRIDGE
B110174	Hall Road	Crawfish River	T/COLUMBUS	TOWN	2022 BRIDGE
B110175	Old Highway 73 Rd	Crawfish River	T/COLUMBUS	TOWN	2023 BRIDGE
B110176	Wendt Road	Crawfish River	T/COLUMBUS	TOWN	2022 BRIDGE
B110186	CTH CD	Beaver Creek	T/COURTLAND	COUNTY	2022 BRIDGE
P110027	COLUMBUS RD	N BR CRAWFISH RIVER	T/OTSEGO	TOWN	1950 NO PLAN BRIDGE
P110034	E	FOX RIVER	T/SCOTT	COUNTY	1955 NO PLAN BRIDGE
P110036	H	FOX RIVER	T/SCOTT	COUNTY	1940 NO PLAN BRIDGE
P110038	J	ROWAN CREEK	T/DEKORRA	COUNTY	1967 NO PLAN BRIDGE
P110039	J	SPRING CREEK	T/LODI	COUNTY	1956 NO PLAN BRIDGE
P110050	WILCOX RD	FRENCH CREEK	T/FORT WINNEBAGO	TOWN	1964 NO PLAN BRIDGE
P110052	CM	NEENAH CREEK	T/FORT WINNEBAGO	COUNTY	1959 NO PLAN BRIDGE
P110055	Anaker Road	BR BIG SLOUGH	T/LEWISTON	TOWN	1965 NO PLAN BRIDGE
P110061	E BUSH RD	N BR DUCK CREEK	T/WYOCENA	TOWN	1959 NO PLAN BRIDGE
P110063	G	MID BR DUCK CREEK	T/WYOCENA	COUNTY	1963 NO PLAN BRIDGE
P110065	TWITCHELL RD	MID BR DUCK CREEK	T/WYOCENA	TOWN	1963 NO PLAN BRIDGE
P110067	SS	N BR DUCK CREEK	T/SPRINGVALE	COUNTY	1965 NO PLAN BRIDGE
P110070	DG	BEAVER CREEK	T/COURTLAND	COUNTY	1959 NO PLAN BRIDGE
P110072	Z	N BR CRAWFISH RIVER	T/FOUNTAIN PRAIRIE	COUNTY	1964 NO PLAN BRIDGE
P110075	DG	N BR CRAWFISH RIVER	T/FOUNTAIN PRAIRIE	COUNTY	1961 NO PLAN BRIDGE
P110076	JOHNSON RD	N BR CRAWFISH RIVER	T/FOUNTAIN PRAIRIE	TOWN	1967 NO PLAN BRIDGE
P110077	CD	N BR CRAWFISH RIVER	T/FOUNTAIN PRAIRIE	COUNTY	1971 NO PLAN BRIDGE
P110086	CS	BR ROWAN CREEK	T/ARLINGTON	COUNTY	1965 NO PLAN BRIDGE
P110707	RIVER RD	WISCONSIN RIVER TRIB	C/WISCONSIN DELLS	CITY	1932 NO PLAN BRIDGE
P110904	SAWYER RD	N BR DUCK CREEK	T/SPRINGVALE	TOWN	1966 NO PLAN BRIDGE
P110907	LARSON RD	SAND SPRING CREEK	T/SCOTT	TOWN	1945 NO PLAN BRIDGE
P110908	CM	FRENCH CREEK	T/FORT WINNEBAGO	COUNTY	1965 NO PLAN BRIDGE
P110909	Z	N BR CRAWFISH RIVER	T/FOUNTAIN PRAIRIE	COUNTY	1966 NO PLAN BRIDGE
P110911	GENRICH RD	ROCKY RUN	T/WYOCENA	TOWN	1973 NO PLAN BRIDGE
P110912	K	ROBBINS CREEK	T/COLUMBUS	COUNTY	1936 NO PLAN BRIDGE
P110914	CD	S BR CRAWFISH RIVER	T/FOUNTAIN PRAIRIE	COUNTY	1969 NO PLAN BRIDGE

Columbia County Local Bridge List
 48-Month Inspections Required in 2024

sid	on	under	municipality	custodian	built type
B110126	DUBORG RD	CRAWFISH RIVER	T/COLUMBUS	TOWN	1998 BRIDGE
B110127	MOHR RD	N BR CRAWFISH RIVER	T/FOUNTAIN PRAIRIE	TOWN	1998 BRIDGE
B110139	CTH D MAIN ST	N BR CRAWFISH RIVER	V/FALL RIVER	COUNTY	2003 BRIDGE
B110143	SAUER RD	CANADIAN PACIFIC RR	T/FOUNTAIN PRAIRIE	TOWN	2005 BRIDGE
B110144	PLEASANT ST	SPRING CREEK	C/LODI	CITY	2007 BRIDGE
B110145	FAIR ST	SPRING CREEK	C/LODI	CITY	2007 BRIDGE
B110146	K	CRAWFISH R	T/HAMPDEN	COUNTY	2008 BRIDGE
B110147	BOELTE RD	CRAWFISH RIVER	T/COLUMBUS	TOWN	2008 BRIDGE
B110149	HALL RD	CRAWFISH RIVER	T/COLUMBUS	TOWN	2009 BRIDGE
B110150	CTH U	PRENTICE CREEK	T/CALEDONIA	COUNTY	2009 BRIDGE
B110152	CTH P	BRANCH DUCK CREEK	T/SPRINGVALE	COUNTY	2010 BRIDGE
B110154	CTH SS	Middle Branch Duck Creek	T/SPRINGVALE	COUNTY	2014 BRIDGE
B110155	Clark Road	Fox River	T/FORT WINNEBAGO	TOWN	2014 BRIDGE
B110156	CTH M	UNION PACIFIC RAILROAD	T/RANDOLPH	COUNTY	2016 BRIDGE
B110160	ILLINOIS AVE	CRANDALL BAY	C/WISCONSIN DELLS	CITY	2016 BRIDGE
B110162	CTH V NB	DRAINAGE DITCH	T/LODI	COUNTY	2015 BRIDGE
B110163	CTH V NB	DRAINAGE DITCH	T/LODI	COUNTY	2015 BRIDGE
B110164	CTH N	CRAWFISH RIVER	T/HAMPDEN	COUNTY	2014 BRIDGE

Columbia County Local Bridge List
 Underwater Profile (UWP) Required Bridges

sid	on	under	municipality	custodian	built type
B110105	G	DUCK CREEK	T/WYOCENA	COUNTY	1992 BRIDGE
B110124	U	BARABOO RIVER	T/CALEDONIA	COUNTY	1997 BRIDGE
B110128	FOX RIVER RD	FRENCH CREEK	T/FORT WINNEBAGO	TOWN	1999 BRIDGE
B110799	E BUSH RD	N BR DUCK CREEK	T/WYOCENA	TOWN	1941 BRIDGE
P110034	E	FOX RIVER	T/SCOTT	COUNTY	1955 NO PLAN BRIDGE
P110039	J	SPRING CREEK	T/LODI	COUNTY	1956 NO PLAN BRIDGE
P110049	CM	FOX RIVER	T/FORT WINNEBAGO	COUNTY	1958 NO PLAN BRIDGE
P110907	LARSON RD	SAND SPRING CREEK	T/SCOTT	TOWN	1945 NO PLAN BRIDGE
P110912	K	ROBBINS CREEK	T/COLUMBUS	COUNTY	1936 NO PLAN BRIDGE
P110913	A	N BR CRAWFISH RIVER	T/OTSEGO	COUNTY	1928 NO PLAN BRIDGE

Columbia County Local Bridge List
Underwater Dive Required Inspections

sid	on	under	municipality	custodian	built type
B110124	U	BARABOO RIVER	T/CALEDONIA	COUNTY	1997 BRIDGE
B110128	FOX RIVER RD	FRENCH CREEK	T/FORT WINNEBAGO	TOWN	1999 BRIDGE
P110034	E	FOX RIVER	T/SCOTT	COUNTY	1955 NO PLAN BRIDGE
P110049	CM	FOX RIVER	T/FORT WINNEBAGO	COUNTY	1958 NO PLAN BRIDGE
P110050	WILCOX RD	FRENCH CREEK	T/FORT WINNEBAGO	TOWN	1964 NO PLAN BRIDGE

Columbia County Local Bridge List
 12-Month Inspections Required in 2024 and 2025

sid	on	under	municipality	custodian	built type
B110799	E BUSH RD	N BR DUCK CREEK	T/WYOCENA	TOWN	1941 BRIDGE
P110033	A	UPRR	T/COURTLAND	COUNTY	1930 BRIDGE CLOSED
P110037	VJ	ROCKY RUN CREEK	T/DEKORRA	COUNTY	1956 NO PLAN BRIDGE
P110043	Sterk Rd		T/RANDOLPH		
P110044	Inglehart Rd		T/SCOTT		
P110049	CM	FOX RIVER	T/FORT WINNEBAGO	COUNTY	1958 NO PLAN BRIDGE
P110053	MUSKRAT RD	NEENAH CREEK	T/LEWISTON	TOWN	1971 NO PLAN BRIDGE
P110054	X	BIG SLOUGH	T/LEWISTON	COUNTY	1958 NO PLAN BRIDGE
P110064	HILL RD (DEAD END)	MID BR DUCK CREEK	T/WYOCENA	TOWN	1968 NO PLAN BRIDGE
P110073	DG	N BR CRAWFISH RIVER	T/FOUNTAIN PRAIRIE	COUNTY	1958 NO PLAN BRIDGE
P110091	HALL RD	CRAWFISH RIVER	T/COLUMBUS	TOWN	1961 NO PLAN BRIDGE
P110092	FALL RIVER RD	CRAWFISH RIVER	T/COLUMBUS	TOWN	1967 NO PLAN BRIDGE
P110913	A	N BR CRAWFISH RIVER	T/OTSEGO	COUNTY	1928 NO PLAN BRIDGE

Countywide Local Bridge Inspection RFP

APPENDIX B

CONTRACT DOCUMENTS

Contract Form (4 pages)

Standard and General Conditions (5 pages)

CONTRACT AGREEMENT

This AGREEMENT is dated as of the ____ day of June, 2024 by and between Columbia County (hereinafter called Owner) and _____ (hereinafter called General Contractor or GC). Owner and GC, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. WORK.

GC shall complete all Work as specified or indicated in the 2024 Bridge Inspections; Countywide Local Bridges Request For Proposal Documents. The work is generally described as follows: provide all costs; not limited to, labor, materials, equipment, overhead, taxes, fuel, surcharges, subcontractors, coordination, and inspection services including; but not limited to, all other direct and indirect costs necessary for a successful completion of work as identified in accordance with Contract Documents.

Article 2. OWNER AND ARCHITECT DESIGNATIONS.

The following representatives have been identified in relation to this project. Their responsibilities and roles are defined within the Contract Documents.

Owner: Columbia County Highway Department
P.O. Box 875
338 Old Highway 16 Road
Wyocena, WI 54969

Inspection Responsibility:

Article 3. CONTRACT TIMES.

The Work will be conducted as specified; field work completed and ready for Owner use prior to October 31, 2024 or 2025; as it applies. Final completion and paperwork filed and distributed prior to November 30, 2024 or 2025; as it applies.

GC shall proceed on respective portions of work continually and with undue haste in order to complete work in the utmost timeframe. GC work schedule shall coincide with work of other contractors in relation to this project and shall not infringe upon work or recreational use of all areas by the public or other trades.

Article 4. CONTRACT PRICE

Owner shall pay GC for completion of the Work in accordance with the Contract Documents an amount in current funds per the unit price bid _____ dollars and _____ cents (\$). Payment shall be provided monthly in proportional amounts of the unit price bid for all work complete at time of invoice; not exceeding the unit price bid of the Contract and provided work is acceptable to Owner.

Article 5. PAYMENT PROCEDURES.

Progress draws and payments will be allowed at the end of each month for proportional work completed. Progress payments in an amount equal to 100 percent of proportional Work completed and 100 percent of proportional materials and equipment incorporated in the Work, less in each case, the aggregate of payments previously made. Owner retains the right to reduce GC pay application amount if Owner determines that GC has not performed appropriately on project or in event Owner feels GC is over billing the project. GC shall be notified in writing within fifteen (15) business days; in event Owner determines it necessary to reduce payment amount.

GC shall submit Application for Payment to Owner prior to the 30th day of each month; payments are made around 25th of subsequent month.

GC shall provide lien waivers for materials, subcontractors, and equipment. Original executed lien waivers for work completed and paid with previous Application for Payment shall be submitted with each subsequent Application for Payment.

Applications for Payment will be a Standard EJCDC document format, notarized, and presented with Partial Payment presented in accordance with the format of attached Table 1.

Article 6. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, GC makes the following representations:

- 6.1 GC has examined and carefully studied the Contract Documents and other related data identified in the Bidding Documents.
- 6.2 GC has visited the site and become familiar with and is satisfied as to the general, local and site conditions that may affect cost, progress, performance or furnishing of the Work.
- 6.3 GC is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, performance and furnishing of the Work; especially bridge inspection certificate and management requirements of the FHWA and WisDOT. Certified consultant and personal are required.
- 6.4 GC is aware of the general nature of work to be performed by Owner and others at the site that relates to the Work as indicated in the Contract Documents.
- 6.5 GC has correlated the information known to GC, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents to Owner.
- 6.6 GC has given Owner written notice of all conflicts, errors, ambiguities or discrepancies that GC has discovered in the Contract Documents. GC

acknowledges that Contract Documents are sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

Article 7. CONTRACT DOCUMENTS.

The Contract Documents, which comprise the entire agreement between Owner and GC concerning the Work, consist of the following:

- 7.1 This Agreement; four (4) pages inclusive.
- 7.2 Notice to Proceed letter from Owner to GC; one (1) page inclusive.
- 7.3 Project Manual titled “2024 – 2025 Bridge Inspections; Countywide Local Bridges (County and Town)”, dated March 20, 2024, issued by Columbia County Highway & Transportation Department, thirty two (32) pages inclusive.
- 7.4 Appendix A attached to above referenced project manual with listing of specific bridge inspection frequencies; 5 pages inclusive.
- 7.5 State of Wisconsin Department of Transportation and U.S. Federal Highway Administration, guidebooks and references for bridge inspection techniques, and methods, most recent versions.
- 7.6 Columbia County Standard Terms and Conditions (Appendix B, 6 pages inclusive).
- 7.7 WisDOT NBI form for “Small Local Bridge” program and associated inspections, as directed.
- 7.8 Any addendum issued during the RFP process and all referenced attachments; if any.
- 7.9 Any modifications, including Change Orders, duly delivered after execution of Agreement.

There are no Contract Documents other than those listed above in this Article 7. The Contract Documents may only be amended, modified or supplemented if agreed to, in writing, by both Owner and GC.

Article 8. MISCELLANEOUS

- 8.1 No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of the restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an

assignment no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

- 8.2 Owner and GC each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.
- 8.3 Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and GC, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
- 8.4 Owner and GC hereby agree that lawful court for proper resolution of any or all legal actions shall be Winnebago County, Wisconsin, County Circuit Court.

IN WITNESS WHEREOF, Owner AND GC have signed this Agreement in Duplicate. One counterpart each has been delivered to Owner and GC. All portions of the Contract Documents have been signed, initialed or identified by Owner and GC.

This Agreement will be effective on receipt of executed document by GC from Owner.

Owner:
Columbia County
P.O. Box 875
338 Old Highway 16 Road
Wyocena, WI 53969

General Contractor:

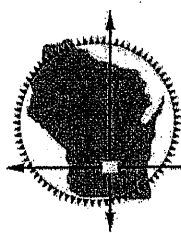
By: _____

By: _____

Witnessed by:

Address for giving notices:
Columbia County
P.O. Box 875
338 Old Highway 16 Rd
Wyocena, WI 53969
(608) 429-2136

Address for giving notices:



COLUMBIA COUNTY

STANDARD TERMS AND CONDITIONS

(Request For Bids/Proposals/Contracts)
Columbia County Purchasing Division

1.0 **APPLICABILITY:** These standard terms and conditions apply to Requests for Written Quotes (RFWQ), Proposals (RFP), contracts and all other applicable transactions whereby the County acquires goods or services, or both. Special provisions for a contract may also apply.

2.0 **SPECIFICATIONS:** The listed specifications are the minimum acceptable. When specific manufacturer and model numbers are used, they are to establish a design, type of construction, quality, functional capability or performance level, or any combination thereof, desired. When alternates are proposed, they must be identified by manufacturer, stock number, and such other information necessary to establish equivalency. The County shall be the sole judge of equivalency. Vendors are cautioned to avoid proposing alternates to the specifications that may result in rejection of their bid.

3.0 **DEVIATIONS AND EXCEPTIONS:** Deviations and exceptions from terms, conditions, or specifications shall be described fully on the vendor's letterhead, signed, and attached to the bid. In the absence of such statement, the bid shall be accepted as in strict compliance with all terms, conditions, and specifications and vendor shall be held liable for injury resulting from any deviation.

4.0 **QUALITY:** Unless otherwise indicated in the request, all material shall be first quality. No pre-owned, obsolete, discontinued or defective materials may be used.

5.0 **QUANTITIES:** The listed quantities shown herein are based on estimated needs. The County reserves the right to increase or decrease quantities to meet actual needs.

6.0 **DELIVERY:** Deliveries shall be FOB destination freight prepaid and included unless otherwise specified. County will reject shipments sent C.O.D. or freight collect.

7.0 **PRICING:** Unit prices shown on the bid shall be the price per unit of sale as stated on the request or contract. For any given item, the quantity multiplied by the unit price shall establish the extended price, the unit price shall govern in the bid evaluation, permits, inspections, and all other contract administration activities.

7.1 Prices established in continuing agreements and term contracts may be lowered due to market conditions, but prices shall not be subject to increase for the term specified in the award. Vendor shall submit proposed increases to the contracting department thirty (30) calendar days before the proposed effective date of the price increase. Proposed increases shall be limited to fully documented cost increases to the vendor that are demonstrated to be industry wide. Price increases may not be granted unless they are expressed in bid documents and contracts or agreements.

7.2 Submission of a bid constitutes bidder's certification that no financial or personal relationship exists between the bidder and any County official or employee except as specially set forth in writing attached to and made part of the bid. The successful bidder shall disclose any such relationship which develops during the term of the contract. See Columbia County Code of Ordinances Title 3, Chapter 1, Code of Ethics.

8.0 **ACCEPTANCE-REJECTION:** The County reserves the right to accept or reject any or all bids, to waive any technicality in any bid submitted and to accept any part of a bid as deemed to be in the best interests of the County. Submission of a proposal or a bid constitutes the making of an offer to contract and gives the County an option valid for 90 days after the date of submission to the County. The County reserves the right to perform background and reference checks on vendors providing goods and/or services to the County.

8.1 Bids **MUST** be dated and time stamped by the County on or before the date and time that the bid is due. Bids deposited or time stamped after the deadline will be rejected. Actual receipt by the County is necessary. Timely deposit in the mail is not sufficient. All bids must be clearly labeled with bidder name, return address, and bid title. **THERE WILL BE NO EXCEPTIONS TO THIS POLICY.**

9.0 **METHOD OF AWARD:** Award shall be made to the lowest responsible responsive vendor conforming to the specifications, terms, and conditions, or to the most advantageous bid submitted to the County on a quality versus price basis.

10.0 **ORDERING/ACCEPTANCE:** Written notice of award to a vendor in the form of a purchase order or other document, mailed or delivered to the address shown on the bid will be considered sufficient notice of acceptance of bid. A formal contract signed by both parties shall be used.

10.1 **SUBCONTRACTING:** Awarded vendor(s) will not be permitted to sublet, sell, transfer, assign or otherwise dispose of the contract or any portion therein, or its right, title, or interest in the contract to any person, vendor(s) or other organization without the prior written consent of the County. No subcontract shall, under any circumstances, relieve the contractor of liability and obligation under this contract. The awarded contractor shall be fully responsible for the acts, errors, and omission of subcontractor(s).

11.0 **PAYMENT TERMS AND INVOICING:** Unless otherwise agreed, the County will pay properly submitted vendor invoices within forty five (45) days of receipt of goods and services. Payment will not be made until goods or services are delivered, installed (if required), and accepted as specified. Invoices presented for payment must be submitted in accordance the contract.

11.1 **NO WAIVER OF DEFAULT:** In no event shall the making of any payment or acceptance of any service or product constitute or be construed as a waiver by the County of any breach of the covenants of a contract, or a waiver of any default of the successful vendor. The making of any such payment or acceptance of any such service or

product by the County while any such default or breach shall exist shall in no way impair or prejudice the right of the County with respect to recovery of damages or other remedy as a result of such breach or default.

12.0 **TAXES:** The County and its departments are exempt from payment of all federal tax and Wisconsin state and local taxes on its purchases except Wisconsin excise taxes as described below. The Federal Government Internal Revenue Service has issued tax exempt number 39-6005681 to the County.

12.1 The County is required to pay the Wisconsin excise or occupation tax on its purchase of motor vehicle fuel. The County is exempt from Wisconsin sales or use tax on these purchases. The County may be subject to other states' taxes on its purchases in that state depending on the laws of that state. Vendors performing construction activities are required to pay state use tax on the cost of materials.

13.0 **GUARANTEED DELIVERY:** Failure of the vendor to adhere to delivery schedules as specified or to promptly replace rejected materials shall render the vendor liable for all costs in excess of the contract price when alternate procurement is necessary. Excess costs shall include administrative costs.

14.0 **APPLICABLE LAW AND VENUE:** This contract shall be governed under the laws of the State of Wisconsin, and venue for any legal action between the parties shall be in the Columbia County Circuit Court. The vendor shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of a contract and which in any manner affect the work or its conduct. The County also has the right to cancel a contract with any federally or state debarred contractor or a contractor that is presently identified on the list of parties excluded from federal procurement and non-procurement contracts.

15.0 **ASSIGNMENT:** No right or duty in whole or in part of the vendor under a contract may be assigned or delegated without the prior written consent of the County.

16.0 NONDISCRIMINATION/AFFIRMATIVE ACTION: The vendor agrees, in accordance with Sec. 111.321, Wis. Stats. not to discriminate against any person, whether an applicant or recipient of services, an employee, or applicant for employment, on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs. The vendor shall provide a harassment-free work environment. These provisions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, including apprenticeships, rates of pay or other forms of compensation. Failure to comply with these Terms and Conditions may result in the vendor being debarred, termination of the contract and/or withholding of payment.

17.0 PATENT, COPYRIGHT AND TRADEMARK INFRINGEMENT: The vendor guarantees goods sold to the County were manufactured or produced in accordance with applicable federal labor laws, and that the sale or use of the articles described herein do not infringe any patent, copyright or trademark. The vendor covenants that it will, at its own expense, defend every suit which shall be brought against the County (provided that such vendor is promptly notified of such suit, and all papers therein are delivered to it) for any alleged infringement of any patent, copyright or trademark by reason of the sale or use of such articles, and agrees that it will pay all costs, damages, and profits recoverable in any such suit.

18.0 SAFETY REQUIREMENTS: All materials, equipment, and supplies provided to the County must fully comply with all safety requirements as set forth by the Wisconsin Department of Safety and Professional Services and all applicable OSHA Standards. The vendor shall also comply with the County's worksite rules. Vendor shall comply, train, and accept exclusive responsibility for its employees while on County property.

18.1 MATERIAL SAFETY DATA SHEET: If any item(s) on an order(s) resulting from an award(s) is a hazardous chemical, as defined under 29 CFR 1910.1200, the vendor must provide one (1) copy of the Material Safety Data Sheet for each item with the shipped container(s) and one (1) copy with the invoice(s).

19.0 WARRANTY: Unless specifically expressed otherwise in writing, goods and equipment purchased by the County shall be warranted against defects by the vendor for one (1) year from the date of receipt. An equipment manufacturer's standard warranty shall apply as a minimum and must be honored by the vendor.

20.0 INDEMNIFICATION & INSURANCE: The vendor shall bear the full and complete responsibility for all risk of damage of premises, equipment, procedure or money resulting from any cause whatsoever and shall not penalize the County for any losses incurred.

Vendor shall indemnify the County against any loss, damage, injury or death caused by vendor's negligent acts or omissions or the negligent acts or omissions of vendor's agents or employees, or losses, damages, injuries or death caused by vendor's negligence and arising out of the consumption or use of the projects sold; provided, however, that nothing contained herein shall require vendor to defend or indemnify the County for losses, damages, injuries or death arising out of the negligence of the County, its agents or employees. In order to secure vendor's obligation to hold harmless and indemnify the County, vendor shall procure and maintain the following insurance:

1. Worker's Compensation Insurance as prescribed by the laws of the State of Wisconsin;
2. Comprehensive Automobile Bodily Injury Liability and Property Damage Liability Insurance, with limits of \$500,000 for bodily injury or death of any one person, \$1,000,000 for bodily injury or death of two or more persons in any one accident, and \$100,000 for property damage in any one accident;
3. Comprehensive General Bodily Injury Liability and Property Damage Liability

Insurance, with limits of \$500,000 for bodily injury or death of any one person, \$1,000,000 for bodily injury or death of two or more persons in any one accident, and \$100,000 for property damage in any one accident;

4. Commercial General Liability of \$2,000,000 for general aggregate including product and \$1,000,000 for each occurrence;

The vendor shall add the County, its officers, agents and employees and additional insurers under the Commercial, General and Automobile liability policies.

20.1 CERTIFICATE OF INSURANCE: Upon notification of award and prior to issuance of contract, the vendor shall provide the County a Certificate of Insurance with the required coverage and limits of insurance.

21.0 CANCELLATION: The County reserves the right to terminate any contract in whole or part without penalty due to non-appropriation of funds or failure of vendor/ contractor to comply with terms, conditions, performance, and specifications of a contract.

22.0 PUBLIC RECORDS ACCESS: It is the intention of the County to maintain an open and public process in the solicitation, submission, notice of bid opening, review, and approval of procurement activities. Bid openings are public unless otherwise specified.

22.1 PROPRIETARY INFORMATION: Any restrictions on the use of data contained within a request must be clearly stated in the bid/proposal itself. Proprietary information submitted in response to a request will become the property of the County. The County will work with vendors to meet their confidentiality requirements, provided they are within reason. All vendors' proprietary/confidential materials must have each document or item clearly marked as such. All proprietary information will be handled in accordance with the Wisconsin public records law. However, when accepted, it is the vendor's responsibility to defend the determination in the event of an appeal or litigation.

22.2 Any material submitted by a vendor that the vendor considers confidential and proprietary information and which the vendor believes qualifies as a trade secret, as provided in Section 19.36(5) Wis. Stats., must be identified by the vendor. Pricing will not be held confidential after the award of a contract.

22.3 Data contained in a bid, all documentation provided therein, and innovations developed as a result of contracted commodities or services cannot be copyrighted or patented. All data, documentation, and innovations shall be the property of the County.

23.0 PROMOTIONAL ADVERTISING: Reference to or use of the County, any of its departments or sub-units, or any county official or employee for commercial promotion is prohibited without prior specific authorization.

24.0 ANTITRUST ASSIGNMENT: The vendor and the County recognize that in actual economic practice, overcharges resulting from antitrust violation are in fact usually borne by the purchaser. Therefore, the successful vendor hereby assigns to the County any and all claims for overcharges as to goods, materials or services purchased in connection with a contract.

25.0 RECORDKEEPING AND RECORD RETENTION - PUBLIC WORKS CONTRACTS: The successful bidder on a public works contract shall comply with the State of Wisconsin prevailing wage scale, if applicable, and shall establish and maintain adequate payroll records for all labor utilized as well as records for expenditures relating to all sub-contracts and suppliers. All records must be kept in accordance with generally accepted accounting procedures. The County shall have the right to audit, review, examine, copy, and transcribe any such records or documents. The vendor will retain all documents applicable to a contract for a period of not less than five (5) years after final payment is made.

25.1 RECORDKEEPING AND RECORD RETENTION - COST REIMBURSEMENT CONTRACTS: Where payment to a vendor is based on the vendor's costs, vendor shall establish and maintain adequate records of all expenditures

incurred under the contract. All records must be kept in accordance with generally accepted accounting procedures. The County contracting agency shall have the right to audit, review, examine, copy, and transcribe any pertinent records or documents relating to any contract resulting from a bid/proposal held by the vendor. The vendor will retain all documents applicable to the contract for a period of not less than five (5) years after final payment is made.

failure to perform such must be beyond the reasonable control and without the fault or negligence of the party.

26.0 LICENSURE, CERTIFICATION, AND STATUTORY REQUIREMENTS: Vendor is responsible to comply with all statutory rules and regulations. All federal, state and local laws, rules and regulations governing the service described in the specification will apply and will be deemed incorporated into the contract. These requirements shall be at the vendors' expense.

26.1 Vendor shall be responsible for ensuring compliance with all Wisconsin and Federal grant funding requirements. If any of the services performed under a contract are subcontracted, the selected vendor shall ensure compliance by all subcontractors. Vendor shall comply with all reporting requirements of any grant.

26.2 The County, the Federal Government, auditors for the State of Wisconsin, or their duly authorized representatives, will have full access to and the right to examine any site, pertinent books, documents, paper and records of any invoicing transaction for a period of not less than five (5) years after the expiration or termination of a contract.

27.0 CONFIDENTIALITY OF PERSONAL HEALTH INFORMATION: HIPAA/HITECH laws apply.

28.00 **FORCE MAJEURE:** Neither party shall be in default by reason of any failure in performance of a contract in accordance with reasonable control and without fault or negligence on its part. Such causes may include, but are not restricted to, acts of nature or the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes and unusually severe weather, but in every case the

Countywide Local Bridge Inspection RFP

APPENDIX C

“SMALL LOCAL BRIDGE” DOCUMENT

NBI recording form for initial inspection (4 pages)

SMALL STRUCTURE INSPECTION REPORT

6' up to and including 20' LENGTH

Feature On		County:		Structure Number
Feature Under		Municipality:		
Service Feature Under		Owner:		
Location		Lane Count On		
Latitude		Traffic Pattern On		
Longitude		Existing Load Posting		

Total Structure Length:	
Total Structure Width:	
Structure Roadway Width:	

Wearing Surface Material	
Overburden	inches

Structure Type

Pipe/Cell/Span	Type/Configuration	Material	Pipe/Cell/Span Width (feet)	Opening Height (inches)	Pipe/Cell Length
1					
2					
3					
4					
5					

Bridge Type Structures (Information needed to complete load rating)

Girder Size	Girder Height	Girder Width	Web Size	Flange Thickness	Other
Girder Information/Size					
Number of Girders					
Girder Spacing					
Deck/Slab Thickness					
Wearing Surface Material					

Channel/Waterway Observations (erosion, scour, flood/highwater, debris):

General Inspection Notes –

NBI Condition Ratings

NBI	Rating
Deck	
Superstructure	
Substructure	
Culvert	

Inspector Information

Team Leader Name and No. (Print)	Team Member(s) Name(s) (Print)
Team Leader Signature	Insp. Date
	Inspection Agency

Instructions SMALL STRUCTURE INSPECTION REPORT

6' up to and including 20' LENGTH

- **Structure Number** - The unique number assigned by HSIS upon Inventory upload.
Note: If a unique number has not been assigned by HSIS, use this line to assign a Temporary ID.
- **Feature On** - Name(s) of the roadway or route number(s) on the structure.
- **Feature Under** – Name, if known, of the feature under. Examples – Smith Creek, Hilldale Ped Path.
- **Service Feature Under** – Select from waterway, pedestrian path, land/cattle pass, or other.
- **Location** - A distance in tenths of a mile and a direction from nearest public highway intersection.
- **Latitude and Longitude** – use decimal degrees with up to 7 numbers beyond the decimal.
- **County** - The county in which the structure is located.
- **Municipality** - The municipality in which the structure is located (city, village, or town).
- **Owner** - The owner agency of the structure (Options: County-30, City-40, Village-41, Town-42)
- **Lane Count On** – The number of highway traffic lanes over the structure.
- **Traffic Pattern On** – The traffic pattern over the structure – one way, two way.
- **Existing Load Posting** – Any load limit posted on a sign at the structure.
- **Total Structure Length** - Length of the structure in tenths of a foot measured at the center of the roadway between under-copings on bridge like structures or extreme ends of the opening of culvert like structures.
- **Total Structure Width** - The out-to-out width of the structure measured perpendicular to the roadway centerline. For culverts, the distance perpendicular to the roadway centerline from the end to end of the culvert.
- **Structure Roadway Width** - The clear width of the useable roadway over the structure. The distance between the inside faces of rails, curbs or parapets; or for buried structures, outside edge to outside edge of useable travel way.
- **Wearing Surface Material** – Material makeup of the wearing surface - typically, asphalt, concrete, or crushed rock.
- **Overburden** - measured or estimated average depth of the overburden material placed on the top of the structure (note in the comments area if measured or estimated).
- **Wearing Surface Material** – The top surface of the overburden, such as an asphalt, concrete, base course, soil, etc.

Structure Type

- **Pipe/Cell/Span** – Each pipe, cell, or span must be recorded separately.
- **Type/Configuration** – The structure configuration: Bridge, Box, Arch, or Pipe
- **Material** – If structure is bridge like, code the material of the girders or beams, otherwise code the primary material of the arch, box, or pipe. (concrete, precast concrete, steel, galvanized steel, aluminum, timber, masonry, or plastic)
- **Pipe/Cell/Span Width (feet)** – the width of each pipe/cell/span measured perpendicular from the inside wall to inside wall, or the pipe diameter.
- **Opening Height (inches)** – the maximum vertical height of each pipe/cell/span measured from the ceiling. This is the diameter for circular pipes.
- **Pipe/Cell Length (feet)** - the length of the pipe or cell measured along the center of the pipe or cell of the structure.

Channel/Waterway Observations (erosion, scour, flood/highwater, debris)

- Record observations about the condition of the channel or waterway with respect to erosion, movement, scour, flood damage, or highwater marks.

General Inspection/Maintenance Notes

- General inspection/maintenance notes that come up during the inspection that the inspector deems necessary to document. Include notes used to further describe and clarify the structure's condition.

NBI Condition Ratings

- **Deck** – The portion of a bridge like structure which directly supports the live load traffic of a multigirder or rigid frame. The entire slab of slab structures.
- **Superstructure** – Girders and rigid frames, support the deck, and deliver the deck and live traffic loads to the substructure units. The entire slab of slab structures.
- **Substructure** – All elements located below the bearings which support the superstructure and deck.
- **Culvert** – A buried structure carrying traffic over an obstruction that is 20-feet or less in length.

Inspector Information

- **Team Leader Name and No. Printed** – The name and inspector number of the inspector performing the inspection.
- **Team Member(s) Name(s) Printed** – The names of the team members performing the inspection.
- **Team Leader Signature** – The current inspector's handwritten signature.
- **Insp. Date** – The date the inspection was performed.
- **Inspection Agency** – The agency name employing the inspector.