



## **2021 PROPOSAL SPECIFICATIONS**

**WITNESSETH:** That the Contractor and the Town, for the consideration stated herein, agree as follows:

- I. SCOPE OF WORK** – The Contractor shall perform everything required to accomplish the projects listed herein after, by providing the following: labor, materials, necessary tools, and expendable equipment. All work required for the construction of road improvements included in this Proposal, are to be carried out in strict accordance with the Specifications, including any and all addenda, which are made part of this agreement, and other documents constituting a part thereof.
- II. INSURANCE** – A certificate of liability insurance coverage and proof of Workers Compensation insurance shall be submitted with the successful bidder's contract.
- III. ROAD WORK SIGNAGE** - Road work notification signage must be posted by the Contractor one week prior to the start of a project unless otherwise specified. Signage must be kept current during project duration.
- IV. THE PROPOSAL PRICE** – The Town shall pay the contractor based on the Contractor's Unit Price per Awarded Project. Quantity must be verified by the Contractor.
- V. CHANGE ORDER** – No change, deletion or addition to the agreed upon project quantity, unit price or total price shall be made without WRITTEN approval by the Town Chairman. Payment will not be made if additional work is done without written authorization.
- VI. INVOICES FOR TOWN ROAD IMPROVEMENT PROJECTS** – The contractor must submit certification by a registered professional engineer that the design and construction of the improvement meet the requirements specified by the WI DOT Local Roads Improvement Program **WITH** their invoice.
- VII. INVOICING** - Contractors shall submit itemized invoices listing each road or location separately. If requested; actual quantities shall be submitted in tons for paving, actual quantities shall be submitted in tons for gravel lifts, load tickets in tons delivered to each road or location shall be submitted and contractor shall provide tickets with date, time, type and net gallons for emulsion oil. Contractors shall be prepared to submit sufficient field data and records to the Town, upon request, to substantiate their invoices, should a discrepancy arise. **Lien Waivers and Federal IRS W-9 shall be submitted with invoice.**

**The above items are acknowledged by the Contractor and by signing this document Contractor agrees to all conditions set forth.**

\_\_\_\_\_  
Contractor's (Agent/Representative) Printed Name

\_\_\_\_\_  
Company Printed Name

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Contractor's Title

\_\_\_\_\_  
Date