

# PUBLIC SERVICE COMMISSION

State of North Dakota

**To:** Prospective Bidders  
**From:** Abandoned Mine Lands Division, NDPSC  
**Date:** October 11, 2010  
**Subject:** **2010 Buechler/Velva Maintenance Project**

Enclosed for your consideration is an Invitation for Bid to perform maintenance work at an abandoned surface coal mine site. This project will entail loading and hauling approximately 300 cubic yards of rock and placing it in a waterway located in the SE¼ of Section 21, T152N, R81W, Ward County, approximately 7 miles southwest of Velva, North Dakota.

The Abandoned Mine Lands Division (AML) of the North Dakota Public Service Commission (PSC) is interested in receiving bids from qualified construction firms to achieve reclamation within this selected project area. Contractors are required to understand that project work will be conducted over inherently dangerous surface and underground mines. All precautionary measures shall be taken by the contractor to adequately protect his working force and equipment.

Project legal description, fill material status, estimated volume, landowner contacts, standard requirements and the bid form are included in the following pages. Bids shall be submitted on a per cubic yard basis of the estimated quantities as stipulated. The bid shall cover all costs associated with the project. No additional payment will be made for fuel, recontouring, utility location, seeding, traffic control, clean-up or anything else. Prior to beginning work, the successful bidder shall provide a valid North Dakota Contractors License within the classification value of the project bid amount, and a liability insurance policy of no less than \$250,000 per person and \$1,000,000 per occurrence with provisions required by the contract. The successful contractor is required to be registered with the ND State Procurement Office.

If interested, please submit your bid for the project (on the bid form provided) by **1:00 p.m., CDT, Tuesday, October 19, 2010**. Bids may be faxed to the Commission (701-328-2133) or a hard copy sent to; North Dakota Public Service Commission, Abandoned Mine Lands Division, 600 East Boulevard Ave., Dept. 408, Bismarck, North Dakota 58505-0480. The successful bidder is expected to submit the required documents, sign a contract (a sample is attached) and begin work as directed by the Commission Project Manager. This project must be completed as soon as possible but no later than November 15, 2010. The Commission reserves the right to reject any or all bids or waive any irregularities in bids received. Contractors will be required to comply with all terms, conditions and requirements contained in the contract for this project. Questions regarding project work may be directed to Mark Knell of the Abandoned Mine Lands Division at (701) 328-4095, cell (701) 391-2046 or [meknell@nd.gov](mailto:meknell@nd.gov)

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Invitation for bids sent to prospective bidders

### **Standard Requirements for Waterway Stabilization**

1. Remove and save topsoil and excavate and grade erosional features in the waterway as directed by the Project Manager. This can be accomplished with a backhoe or excavator.
2. Load and haul rock from field rock piles located approximately 3-4 miles from site.
3. Dump and emplace rock in the waterway as directed by project manager.
4. Respread topsoil as directed by project manager.

Contract payment will be determined using rock fill volume computed at the bid price on a per cubic yard basis. Measurement will be based on truck load quantities. The final contract price will be determined using actual final volume computed at the bid price on a per cubic yard basis. The contractor is allowed to provide the equipment of his choice; however, **an excavator or backhoe must be provided for required topsoil removal, excavation and compaction of the waterway and emplacement of rock.**

Bidders are encouraged to visit the site and take other steps reasonably necessary to ascertain the nature and location of the work and the local conditions that can affect the work or cost. Failure to do so will not relieve bidders from their responsibility of properly estimating the difficulty or cost of successfully performing the work. Please note, the volume estimate is not guaranteed. The Project Manager may increase or decrease quantities as conditions warrant.

### **Site Description for 2010 Buechler/Velva Maintenance Project**

- **Buechler/Velva Waterway Site**

Location: Ward County, SE¼ of Section 21, T152N, R81W.

Fill Material: Approximately 300 cubic yards of field rock. Rock is available within 4 miles of waterway.

Landowner Contact: Mark Knorr, property owner, 338-2450 or 624-5418

**BID FORM**

**North Dakota Public Service Commission  
Abandoned Mine Lands Division  
2010 Buechler/Velva Maintenance Project**

<u>Bid Item</u>	<u>Unit</u>	<u>Quantity</u>		<u>Unit Price</u>	=	<u>Total</u>
Mobilization	Lump Sum	1	X	_____	=	_____
Rock	Cubic Yard	300	X	_____	=	_____
<b>Total (In Numbers)</b>						_____

I agree to perform all work as described at the specified project sites for the price I have submitted.

Name of Bidder (Print) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Tax ID Number (If not Incorporated) \_\_\_\_\_

Phone and Fax Number \_\_\_\_\_

Signed and Dated \_\_\_\_\_

**\*\*\*\*\* Please detach this form and submit with any other required bidding documents \*\*\*\*\***

**Bidders List for 2010 Buechler/Velva Maintenance Project**

**DIG IT UP BACKHOE SERVICE - 0000029582**  
TRAVIS BOHL, [ptbohl@srt.com](mailto:ptbohl@srt.com)  
800 163RD AVE SE  
MINOT ND, 58701  
Phone: 263-1154

**HANSONS EXCAVATING INC - 0000018815**  
KURT HANSON (Shannon Hanson, 240-8970, [shanson89@hotmail.com](mailto:shanson89@hotmail.com) )  
9515 198TH ST SW  
DES LACS ND, 58733-9467  
Phone: 725-4364  
Fax: 701-725-4365

**Basaraba Excavating and Dirt Works - 0000028103**  
PO Box 125  
Wilton, ND 58579  
Phone 734-8143  
FAX 734-6965  
[basarabax@msn.com](mailto:basarabax@msn.com)

**Unlimited Excavating - 0000007966**  
1107 Pleasant Ln,  
Washburn, ND 58577  
Phone 462-8366, 220-2532  
FAX 462-8366 (call first – Jason or Cindy)  
[unlimitedexcavating@live.com](mailto:unlimitedexcavating@live.com)

### SAMPLE CONTRACT

<b>Administrator:</b>	State of North Dakota Public Service Commission State Capitol - 12th Floor Bismarck, ND 58505-0480 (701) 328-2400	
<b>Date:</b>		
_____	_____	_____
<b>Tony Clark</b> Commissioner	<b>Kevin Cramer</b> Chairman	<b>Brian P. Kalk</b> Commissioner

<b>Contractor</b>		
<b>Name</b>		
<b>Address</b>	<b>City/State/Zip</b>	<b>Phone</b>
<b>Typed Name</b>	<b>Title</b>	
<b>Signature</b>	<b>Date</b>	

<b>Agreement Information</b>	
Contract No.:	_____
Start Date:	_____
End Date:	_____
Program Title:	_____
<b>Type of Contract:</b>	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Cost Reimb.	<input type="checkbox"/> Unit Price
<input type="checkbox"/> Other	

<b>Budget Information</b>	
Cost Center:	9000
Services:	_____
Optional on-site review:	_____
Expenses:	_____
ID	
<b>Type of Contractor:</b>	<input type="checkbox"/> Individual
<input type="checkbox"/> Corporation	<input type="checkbox"/> Partnership
<input type="checkbox"/> Public Agency	
<input type="checkbox"/> Nonprofit Organization	
<input type="checkbox"/> Other	

This contract is entered into between the State of North Dakota acting through the Public Service Commission (State) and XXX (Contractor). This contract consists of this sheet, general provisions and specific provisions.

## **GENERAL PROVISIONS**

### **CONTRACTUAL FEATURES**

#### **LEGAL AUTHORITY**

The Contractor assures that it possesses legal authority to participate in this contract.

#### **ASSIGNMENT/SUBCONTRACTING**

The Contractor may not assign this contract or any part thereof, or assign any of the monies to be paid hereunder, nor shall any part of the work done or material furnished under this contract be sublet without the State's expressed written consent.

The Contractor may not enter into subcontracts for any of the work contemplated under this contract unless included in the specific provisions of this contract. Any such subcontract must acknowledge the binding nature of the contract and must incorporate this contract, including any attachments. Contractor is solely responsible for the performance of any subcontractor. Contractor shall not have the authority to contract for or incur obligations on behalf of the State.

#### **TERMINATION**

The State, by written notice of default listing causes and reasons, may terminate this contract in whole or in part if (1) the Contractor fails to provide services required by this contract within the time specified or any extension agreed to by the State; or (2) the Contractor fails to perform any of the other conditions or provisions of this contract, or so fails to pursue the work so as to endanger performance of this contract in accordance with its terms. The State will be liable only for payment provisions of this contract for services satisfactorily rendered prior to the effective date of termination.

Significant deviation from performance standards in this contract may result in reduced or terminated financial participation of the Contractor, subsequent to negotiations with the State.

This contract may be terminated in whole or in part without cause by mutual consent of the Contractor and the State. The parties shall agree upon the termination conditions including effective date and in the case of partial terminations, that portion to be terminated.

The State may terminate this contract effective upon delivery of written notice to the Contractor or on any later date stated in the notice in the event (1) funding from federal, state or other sources is not obtained and continued at levels sufficient to allow for work performed or purchases of the services or supplies in the indicated quantities or term; (2) federal or state laws or rules are modified or interpreted in a way that the

services are no longer allowable or appropriate for purchase under this contract or are no longer eligible for the funding proposed for payments authorized by this contract; or (3) any license, permit or certificate required by law or rule, or by the terms of this contract, is for any reason denied, revoked, suspended or not renewed.

Any contract that extends beyond the current biennium may be terminated by the State if sufficient funds are unavailable, if the law regarding the contract is changed or without cause at any time.

The rights and remedies of the State provided in the termination provisions related to defaults by the Contractor are not exclusive and are in addition to any other rights and remedies provided by law or under this contract.

### **FORCE MAJUEURE**

Contractor will not be held responsible for delay or default caused by fire, riot, acts of God or war if the event is beyond the Contractor's reasonable control and the Contractor gives notice to the State immediately upon occurrence of the event causing the delay or default or which is reasonably expected to cause a delay or default.

### **RENEWAL**

This contract will not automatically renew. State will provide written notice to Contractor of its intent to renew this contract at least sixty days before the scheduled termination date.

### **DISPUTES**

The Contractor agrees to attempt to resolve disputes arising from this contract by informal administrative process and negotiations in lieu of litigation. Continued performance by the Contractor during disputes is assured.

Any dispute concerning a question of fact arising under this contract which is not settled by the informal means shall be decided by the authorized representative of the Commission who shall reduce the decision to writing and mail or otherwise furnish a copy thereof to the Contractor.

The Contractor shall be afforded an opportunity to be heard and to offer evidence in support of an appeal. Pending final decision of a dispute, the Contractor shall proceed diligently with the performance of the contract and in accordance with the decision of the Commission.

The State does not agree to any form of binding arbitration, mediation, or other forms of mandatory alternative dispute resolutions. The parties have the right to enforce their rights and remedies in judicial proceedings. The State does not waive any right to a jury trial.

## **MERGER AND MODIFICATION**

This contract constitutes the entire agreement between the parties. There are no understandings, agreements, or representations, oral or written, not specified within this contract. This contract may not be modified, supplemented or amended, in any manner, except by written agreement signed by both parties.

## **SEVERABILITY**

If any term of this contract is declared by a court having jurisdiction to be illegal or unenforceable, the validity of the remaining terms shall not be affected, and if possible, the rights and obligations of the parties are to be construed and enforced as if the contract did not contain that term.

## **NOTICE**

All notices or other communications required under this contract shall be given by registered or certified mail and are complete on the date mailed when addressed to the parties at the following addresses:

**State:**

Darrell Nitschke, Executive Secretary  
Public Service Commission  
600 E. Boulevard Ave., Dept. 408  
Bismarck, ND 58505-0480

**Contractor:**

## **APPLICABLE LAW AND VENUE**

This contract is governed by and construed in accordance with the laws of the State of North Dakota. Any action to enforce this contract must be brought in the District Court of Burleigh County, North Dakota.

## **SPOILIATION – NOTICE OF POTENTIAL CLAIMS**

Contractor shall promptly notify State of all potential claims that arise or result from this contract. Contractor shall also take all reasonable steps to preserve all physical evidence and information that may be relevant to the circumstances surrounding a potential claim, while maintaining public safety, and grants to the State the opportunity to review and inspect the evidence, including the scene of an accident.

## **INDEMNITY**

Contractor agrees to defend, indemnify, and hold harmless the State of North Dakota, its agencies, officers and employees (State), from claims resulting from the performance of the Contractor or its agent, including all costs, expenses and attorneys' fees, which may in any manner result from or arise out of this agreement. The legal defense provided by Contractor to the State under this provision must be free of any conflicts of interest, even if retention of separate legal counsel for the State is necessary. Contractor also agrees to defend, indemnify, and hold the State harmless for all costs, expenses and attorneys' fees incurred in establishing and litigating the indemnification coverage provided herein. This obligation shall continue after the termination of this agreement.

## **CONFIDENTIALITY**

Contractor agrees not to use or disclose any information it receives from the State under this contract that the State has previously identified as confidential or exempt from mandatory public disclosure except as necessary to carry out the purposes of this contract or as authorized in advance by the State. The State agrees not to disclose any information it receives from Contractor that the Contractor has previously identified as confidential and which the State determines in its sole discretion is protected from mandatory public disclosure under a specific exception to the North Dakota open records law, N.D.C.C. Section 44-04-18. The duty of the State and Contractor to maintain confidentiality of information under this section continues beyond the term of this contract, or any extensions or renewals of it.

Contractor understands that, except for disclosures prohibited in N.D.C.C. Chapter 47-25.1, the State must disclose to the public upon request any records it receives from Contractor. Contractor further understands that any records that are obtained or generated by the Contractor under this contract, except for records that are confidential under N.D.C.C. Chapter 47-25.1, may, under certain circumstances, be open to the public upon request under North Dakota open records law. Contractor agrees to contact the State immediately upon receiving a request for information under the open records law and to comply with the State's instructions on how to respond to the request.

## **INSURANCE**

- a. **Required Coverages.** Contractor shall secure and keep in force during the term of this agreement and Contractor shall require all subcontractors, prior to commencement of an agreement between Contractor and the subcontractor, to secure and keep in force during the term of this agreement, from insurance companies, government self-insurance pools or government self-retention funds authorized to do business in North Dakota, the following insurance coverage's:

- (1) Commercial general liability, including premises or operations, contractual, and products or completed operations coverage (if applicable), with minimum liability limits of \$250,000 per person and \$1,000,000 per occurrence.
- (2) Automobile liability, including Owned (if any), Hired and Non-Owned automobiles, with minimum liability limits of \$250,000 per person and \$1,000,000 per occurrence.
- (3) Workers compensation coverage meeting all statutory requirements. The policy shall provide coverage for all states of operation that apply to the performance of this contract.
- (4) Employer's liability or "stop gap" insurance of not less than \$1,000,000 as an endorsement on the workers compensation or commercial general liability insurance if Contractor is domiciled outside the State of North Dakota.

**b. General Insurance Requirements.** The insurance coverages listed above must meet the following additional requirements:

- (1) Any deductible or self insured retention amount or similar obligation under the policies shall be the sole responsibility of the Contractor. The amount of any deductible or self-retention is subject to approval by the State.
- (2) This insurance may be in policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and must be placed with insurers rated "A-" or better by A.M. Best Company, Inc., provided any excess policy follows form for coverage. Less than an "A-" rating must be approved by the State. The policies shall be in form and terms approved by the State.
- (3) The State will be defended, indemnified, and held harmless to the full extent of any coverage actually secured by the Contractor in excess of the minimum requirements set forth above. The duty to indemnify the State under this agreement shall not be limited by the insurance required in this contract.
- (4) The State of North Dakota and its agencies, officers, and employees (State) shall be endorsed on the commercial general liability policy, including any excess policies (to the extent applicable), as additional insured. The State shall have all the benefits, rights and coverage's of an additional insured under these policies.
- (5) The insurance required in this agreement, through a policy or endorsement, shall include:
  - a. A "Waiver of Subrogation" waiving any right to recovery the insurance company may have against the State;
  - b. A provision that the policy and endorsements may not be canceled or modified without thirty (30) days' prior notice to the undersigned State representative;
  - c. A provision that any attorney who represents the State under this policy must first qualify as and be appointed by the North Dakota Attorney General as a Special Assistant Attorney General as required under N.D.C.C. Section 54-12-08;

- d. A provision that Contractor's insurance coverage shall be primary (i.e., pay first) as respects any insurance, self-insurance or self-retention maintained by the State, and that any insurance, self-insurance or self-retention maintained by the State shall be in excess of the Contractor's insurance and shall not contribute with it;
  - e. Cross liability/severability of interest for all policies and endorsements;
  - f. The legal defense provided to the State under the policy and any endorsements must be free of any conflicts of interest, even if retention of separate legal counsel for the State is necessary; and,
  - g. The insolvency or bankruptcy of the insured Contractor shall not release the insurer from payment under the policy, even when such insolvency or bankruptcy prevents the insured Contractor from meeting the retention limit under the policy.
- (6) The Contractor shall furnish a certificate of insurance and all endorsements to the undersigned State representative prior to commencement of this agreement. All endorsements shall be provided as soon as practicable.
- (7) Failure to provide insurance as required in this agreement is a material breach of contract entitling the State to terminate this agreement immediately.

## **SAFETY REQUIREMENTS**

The Contractor shall keep informed of and comply with all federal, state, and local laws, regulations, and other legal requirements governing the safety, health, sanitation, and performance of the contract in general. In addition, the Contractor shall provide, inspect and maintain all safeguards, safety devices, protective equipment, safety programs and other needed actions the Contractor determines necessary to reasonably protect the life, health and property of the Contractor, subcontractors, the State, the public and each of the employees, officers, assigns and agents of the Contractor, subcontractors and the State, in connection with the performance of work resulting from or arising out of the contract.

The Contractor shall submit to the State a copy of the written safety program to be used as guidelines and direction for the Contractor's and subcontractors' activities. This program must meet all federal, state and local laws, regulations and other legal requirements and include the following minimum provisions: (1) a worksite safety policy and mission statement; (2) assigned responsibilities among management, supervisors and employees; (3) a system for periodic self-inspections, including inspections of job sites, materials, work performance and equipment; (4) a thorough accident and injury reporting and investigation process; (5) a safety orientation program including first aid, medical attention, emergency facilities, fire protection and prevention, housekeeping, illumination, sanitation, personal protective equipment, and occupational noise exposure; and, (6) a safety training program including safety "tool box" meetings and other systems for ongoing training and also including training for employees on the recognition, avoidance and prevention of unsafe conditions.

It will be a condition of the contract, and shall be made a condition of each subcontract entered into pursuant to that contract, that the State is assuming no liability relating to its receipt and review of the Contractor's safety plan or activities. Safety remains the responsibility of the Contractor. Furthermore, the right of the State to receive and review the safety plan or activities shall not give rise to a duty on the part of the State to exercise this right for the benefit of the Contractor or any other person or entity.

### **ATTORNEY FEES**

In the event a lawsuit is instituted by the State to obtain performance due of any kind under this contract, and the State is the prevailing party, Contractor shall, except when prohibited by N.D.C.C. Section 28-26-04, pay the State's reasonable attorney fees and costs in connection with the lawsuit.

### **INDEPENDENT ENTITY**

Contractor is an independent entity under this contract and is not a State employee for any purpose, including but not limited to the application of the Social Security Act, the Fair Labor Standards Act, the Federal Insurance Contribution Act, the North Dakota Unemployment Compensation Law and the North Dakota Workers' Compensation Act. The Contractor retains sole and absolute discretion in the manner and means of carrying out the Contractor's activities and responsibilities under this contract, except to the extent specified in the contract.

## **FISCAL RESPONSIBILITIES**

### **RECORDS**

All records, regardless of physical form, and the accounting practices and procedures of the Contractor relevant to this contract are subject to examination by the North Dakota State Auditor or the Auditor's designee. The Contractor shall maintain and retain all books, records, and other documents required by the State and to produce program narrative and statistical data at times prescribed by the State relevant to this agreement for four years after final payment. Records shall be retained beyond four years if audit findings have not been resolved.

### **NO CLAIM FOR ADDITIONAL WORK**

No claim for additional services not specifically herein provided, done, or furnished by the Contractor will be allowed, nor shall the Contractor do any work or furnish any material not covered by the contract, unless such work is ordered in writing by the State.

## **TIME KEEPING PROCEDURES**

The Contractor shall require employees and subcontractors, if applicable, whose positions are funded under this contract or included as match, to maintain adequate documentation for services provided. For positions that are funded from more than one source, an analysis of duties performed by program shall also be prepared.

## **MONITORING, EVALUATION AND AUDIT**

The Contractor agrees to cooperate with any monitoring, evaluating and/or audit conducted by the State, or their designees who shall have full access to and the right to examine all books, records and other relevant documents.

The Contractor agrees to take immediate corrective action on deficiencies disclosed through program monitoring of costs disallowed in the course of an audit, review, or monitoring.

## **PREPAYMENT**

The State will not make any advance payments before performance by the Contractor under this contract. The Contractor will be compensated based on periodic submittal of progress reports and signed invoices.

## **TAXPAYER ID**

Contractor's North Dakota tax ID number is: \_\_\_\_\_.

Contractor's federal employer ID number is: \_\_\_\_\_.

## **PROGRAM REQUIREMENTS**

### **COMPLIANCE WITH LAWS**

Contractor agrees to comply with all applicable laws, rules, regulations and policies, including but not limited to those relating to nondiscrimination, accessibility and civil rights. Contractor agrees to timely file all required reports, make required payroll deductions, and timely pay all taxes and premiums owed, including but not limited to sales and use taxes and unemployment compensation and workers' compensation premiums. Contractor shall have and keep current at all times during the term of this contract all licenses, registrations and permits required by law and shall be authorized to do business in the State of North Dakota.

### **EQUAL OPPORTUNITY**

No individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with this contract because of race, color, disability, or political affiliation or belief.

The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, national origin, disability, age, sex, political affiliation or belief or citizenship.

### **NONDISCRIMINATION**

This contract and any subcontract hereunder is subject to the Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights of 1964 and the Americans with Disabilities Act of 1990.

### **WORK PRODUCT, EQUIPMENT AND MATERIALS**

All work product, equipment or materials created or purchased under this contract belong to the State and must be delivered to the State at the State's request upon termination of this contract. Contractor agrees that all materials prepared under this contract are "works for hire" within the meaning of copyright laws of the United States and assigns to State all rights and interests Contractor may have in the materials it prepares under this contract, including any right to derivative use of the material. Contractor shall execute all necessary documents to enable State to protect its rights under this section. Contractor shall include provisions appropriate to effectuate the purposes of this condition in all subcontracts entered into relating to this project.

### **BUY AMERICAN ACT**

The Contractor agrees to comply with sections 2 through 4 of the Act of March 3, 1933 (41U.S.C. 10a-10c, popularly known as the "Buy American Act".) This applies to all subcontractors and suppliers of the Contractor. The Contractor will include this clause in all agreements and contracts.

### **WORK WEEK**

The Contractor will work a standard 5 day work week (Monday-Friday). Work will generally be restricted to daylight hours Monday through Friday. Any variance of the normal work schedule (Monday-Friday) **MUST** receive prior approval from the Project Manager. Any request for variance to the work schedule must be made at least 2 days in advance. This notice requirement does not apply to work stoppage caused by adverse weather or equipment breakdowns.

### **TERMS AND CONDITIONS OF INVITATION FOR BID**

The terms and conditions of the Invitation for Bid issued for this project not specifically set forth in this contract are incorporated herein by reference.

### **EFFECTIVENESS OF CONTRACT**

This contract is not effective until fully executed by both parties.

**SPECIFIC PROVISIONS:**

Standard Specifications for AML Reclamation Projects (February 2000).

2010 Buechler/Velva Maintenance Project Invitation for Bid (October 2010).