

# Department of Transportation

## Mitchell Region Office

PO Box 1206  
Mitchell, SD 57301-7206 605/995-8129  
FAX: 605/995-8135

September 15, 2017

TO: Interested Bidders

### INFORMATIONAL ADDENDUM 1

RE: **NH-P 0022(00)4, Sioux Falls Area - PCN 06JJ**  
**Culvert Work, Culvert Cleanout & Ditch Cleanout on various routes in the Sioux Falls Area**

The project number on a number of sheets in the proposal was incorrect. The correct project number is NH-P 0022(00)4.

The project number was corrected on the following sheets:

- The letter to the Civil Rights Officer
- The Notice to Contractors
- The Participation by Minority Contractors form
- The Contractor's Affidavit / Declaration form
- The proposal index sheet

Please discard the old sheets and replace them with the attached revised sheets. The corrections above have also been made to the original sheets in the proposal on the website.

Proposal and Plans (and Addenda, when applicable) can be accessed at the following link:

<http://sddot.com/business/contractors/bid/region/Default.aspx>. Prior to submitting a bid, it is the bidder's responsibility to examine the project in accordance with Section 2.5 of the specifications. It is also the bidder's responsibility to acknowledge and account for any addenda issued prior to bid opening.

Very truly yours,

**DEPARTMENT OF TRANSPORTATION**

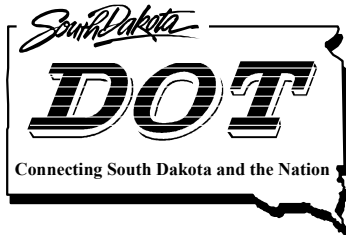
Craig Smith, Region Engineer

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Monte D. Rice, Region Design Engineer

cc: Humphrey – Construction and Maintenance  
K. VanDeWiele – Bid Letting  
Englund – TAP  
R. Johnson/Motschenbacher/Kruger – Operations Support  
Schaefer – Certification  
Hansen – Civil Rights  
Reiss – Planning & Programs  
Dressen/Heiberger/Aalberg/Vandam – Sioux Falls Area  
Gustafson – Operations  
Long – Materials  
**Leiferman – Project Development**  
Menning – Mayor – City of Hartford  
Mergen – Stockwell Engineers





# Department of Transportation

## Mitchell Region Office

PO Box 1206  
Mitchell, SD 57301-7206 605/995-8129  
FAX: 605/995-8135

September 11, 2017

June Hansen  
Civil Rights Officer  
Department of Transportation  
700 Broadway Avenue East  
Pierre, South Dakota 57501

RE: NH-P 0022(00)4, Sioux Falls Area - PCN 06JJ  
Culvert Work, Culvert Cleanout & Ditch Cleanout  
on various routes in the Sioux Falls Area

June,

Enclosed are a Contract Proposal and Plans for the above referenced project that is being let to contract in the Mitchell Region on September 26, 2017.

We have sent a bid invitation letter to the DBE/WBE Contractors listed below:

BX Civil & Construction Inc.      Dixie Veurink Trucking      Grangaard Construction Inc.

If you know of any other interested Contractors, please advise us.

Very truly yours,

**DEPARTMENT OF TRANSPORTATION**

Craig Smith, Region Engineer

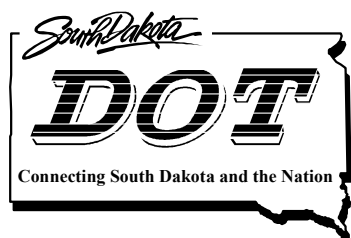
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Monte D. Rice, Region Design Engineer

cc: Humphrey – Construction and Maintenance  
Dressen/Heiberger/Aalberg/Vandam – Sioux Falls Area



## NOTICE TO CONTRACTORS



# Department of Transportation

## Mitchell Region Office

PO Box 1206  
Mitchell, SD 57301-7206 605/995-8129  
FAX: 605/995-8135

September 11, 2017

TO: Interested Bidders

RE: **NH-P 0022(00)4, Sioux Falls Area - PCN 06JJ**  
**Culvert Work, Culvert Cleanout & Ditch Cleanout**  
**on various routes in the Sioux Falls Area**

The South Dakota Department of Transportation (SDDOT) desires to solicit bids for Culvert Work, Culvert Cleanout & Ditch Cleanout on various routes in the Sioux Falls Area. Refer to the proposal and plans (in the link below) for location and details of the work to be done.

A Contract Proposal (DOT 123) form, a Utilization of Minority Business Enterprises Clauses form and a Contractor's Affidavit/Declaration form are enclosed for submission of your bid. Be sure to have the forms signed and notarized as indicated on the forms. FAX bids will not be accepted.

The Department of Transportation in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, religion, national origin, sex, age or disability in consideration for an award.

Prequalification of bidders is not required on this contract.

The successful bidder will need to submit the DOT-208 Fuel Adjustment Affidavit (Attachment A) prior to the contract being awarded; therefore, all bidders are encouraged to submit the Fuel Adjustment Affidavit prior to or at the time of bidding.

If you submit a bid for this project, a bid bond, certified check, cashier's check, or bank draft will be required for NOT LESS THAN FIVE (5) PERCENT OF THE TOTAL AMOUNT OF THE BID. If an electronic bid bond is used, the Contractor is required to submit the bid bond identification number with the bid. Except for the lowest bidder on the project, all guarantees will be returned immediately following the receipt and checking of all bids.

The successful bidder shall furnish a performance bond in a sum equal to the full amount of the contract, prior to contract award. Therefore, please provide the performance bond as soon as possible after letting. The performance bond will not be returned for one (1) year after the completion of the project.

A Certificate of Insurance will be required from the successful bidder prior to beginning work.

Sealed bids will be received by the SDDOT through the US Postal Service at PO Box 1206 until **8:00 A.M. on Tuesday, September 26, 2017** or may be hand delivered (in person or by a package delivery service) to the Department of Transportation, Mitchell Regional Office located at 1300 S Ohlman St, Mitchell, SD 57301 until **1:30 P.M. on Tuesday, September 26, 2017**. Bid must be submitted in an envelope clearly indicating that the contents are a bid and the letting for which the bid applies.

If hand delivering, address the envelope to:

Monte Rice, Region Design Engineer  
Department of Transportation  
1300 S Ohlman St  
Mitchell, SD 57301

If using the US Postal Service, address the envelope to:

Monte Rice, Region Design Engineer  
Department of Transportation  
PO Box 1206  
Mitchell, SD 57301

Proposal and Plans (and Addenda, when applicable) can be accessed at the following link:

<http://sddot.com/business/contractors/bid/region/Default.aspx>. Prior to submitting a bid, it is the bidder's responsibility to examine the project in accordance with Section 2.5 of the specifications. It is also the bidder's responsibility to acknowledge and account for any addenda issued prior to bid opening.

Questions regarding the plans and/or proposal should be directed to:  
[Travis Dressen or Mike Heiberger at 605-367-5680 or Monte Rice at 605-995-3302.](#)

The SDDOT reserves the right to reject any or all bids.

Please verify that all required information is complete prior to mailing bid documents.

Very truly yours,

**DEPARTMENT OF TRANSPORTATION**  
Craig Smith, Region Engineer

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Monte D. Rice, Region Design Engineer

cc: Humphrey – Construction and Maintenance  
Hansen – Civil Rights  
Reiss – Planning & Programs  
Dressen/Heiberger/Aalberg/Vandam – Sioux Falls Area  
Gustafson – Operations  
Long – Materials

**BIDDER MUST EXECUTE THE FOLLOWING:  
PARTICIPATION BY MINORITY CONTRACTORS**

**Utilization of Minority Business Enterprises Clauses**

**PROJECT:** NH-P 0022(00)4

**PCN 06JJ**

**COUNTIES:** LAKE, LINCOLN, MINNEHAHA & TURNER

1. The Contractor agrees to use his best efforts to carry out this policy in the award of his subcontracts to the fullest extent consistent with the efficient performance of his contract. As used in this contract, 'Minority Business Enterprise' or 'MBE' means a small business concern, as defined pursuant to section 3 of the Small Business Act and implementing regulations, which is owned and controlled by one or more minorities or women. 'Owned and controlled' means a business: (a) Which is at least 51 per centum owned by one or more minorities or women or, in the case of publicly owned business, at least 51 per centum of the stock of which is owned by one or more minorities or women; and (b) Whose management and daily business operations are controlled by one or more such individuals. 'Minority' means a person who is a citizen or lawful permanent resident of the United States and who is: (a) Black (a person having origins in any of the black racial groups of Africa); (b) Hispanic (a person of Spanish or Portuguese culture with origins in Mexico, South or Central America or the Caribbean Islands, regardless of race); (c) Asian American (a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands); or (d) American Indian and Alaskan Native (a person having origins in any of the original peoples of North America); (e) Members of other groups, or other individuals, found to be economically and socially disadvantaged by the Small Business Administration under section 8(a) of the Small Business Act, as amended. Contractors may rely on written representatives by subcontractors regarding their status as minority business enterprise in lieu of an independent investigation.
2. The Contractor agrees to establish and conduct a program which will enable minority business enterprise to be considered fairly as subcontractors and suppliers under this contract. In this connection the Contractor shall . . .
  - (a) Designate a liaison officer who will administer the Contractor's minority business enterprises program.
  - (b) Provide adequate and timely consideration of the potentialities of known minority business enterprises in all "make-or-buy" decisions.
  - (c) Ensure that known minority business enterprises will have an equitable opportunity to compete for subcontracts, particularly by arranging solicitations, time for the preparation of bids, quantities, specifications and delivery schedules so as to facilitate the participation of minority business enterprises.
  - (d) Maintain records showing (1) procedures which have been adopted to comply with the policies set forth in this clause, including the establishment of a source list of minority business enterprises, (2) awards to minority business enterprises on the source list, and (3) specific efforts to identify and award contracts to minority business enterprises.
  - (e) Include the "Utilization of Minority Business Enterprises Clause" in subcontracts which offer substantial minority business enterprises subcontracting opportunities.
  - (f) Cooperate with the State's Contracting Officer in any studies and surveys of the Contractor's minority business enterprises procedures and practices that the State's Contracting Officer may from time to time conduct.
  - (g) Submit periodic reports of subcontracting to known minority business enterprises with respect to the records referred to in subparagraph (d) above, in such form and manner and at such time (not more often than quarterly) as the State's Contracting Officer may prescribe.
3. The Contractor further agrees to insert in any subcontract hereunder provisions which shall conform substantially to the language of this clause, including this paragraph 3 and to notify the State's Contracting Officer of the names of such subcontractors.
4. The bidder hereby certifies that should he at any time decide to subcontract a portion of the work, he will take affirmative action to seek out and consider minority business enterprises as potential subcontractors. He further certifies that he will maintain records showing the contacts made with potential minority business enterprises subcontractors and the results of such contacts.

\_\_\_\_\_  
Name of Company (print or type)

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Signature of Company Official

\_\_\_\_\_  
Title





**BIDDER MUST EXECUTE THE FOLLOWING:**

**STATE OF SOUTH DAKOTA  
DEPARTMENT OF TRANSPORTATION**

**CONTRACTOR'S AFFIDAVIT / DECLARATION**

PROJECT: NH-P 0022(00)4 PCN **06JJ**

COUNTIES: LAKE, LINCOLN, MINNEHAHA & TURNER

\_\_\_\_\_  
(an individual)  
(a partnership)  
(a corporation)

do hereby certify that I, We or any owner or partner holding a controlling interest, director or officer of the bidder; principal investigator, project director or other position involved in management of the project for which this bid is submitted, have not directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for the project, and that within the last 3 years none of the above have been suspended, debarred, voluntarily excluded or determined ineligible by any federal or state agency, been indicted, convicted, or had a civil judgment rendered against any of the above or the business entity described herein by a court of competent jurisdiction in any matter involving fraud or official misconduct for which we are currently under suspension or debarment. Nor is a proposed suspension or debarment pending against any of the above for any of the above listed reasons.

\* \* \* \*

COMPLETE SIGNATURE BLOCK **A. or B.** BELOW:

**A.** Signed \_\_\_\_\_ (an individual)  
(a partnership)  
(a corporation)  
By \_\_\_\_\_  
Title \_\_\_\_\_  
County of \_\_\_\_\_ )  
State of \_\_\_\_\_ ):SS  
Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(SEAL) \_\_\_\_\_  
Notary Public My Commission Expires \_\_\_\_\_.

\* \* \* \*

**B.** Under the penalty of perjury under the laws of the United States, I hereby certify that the above statement is true and correct.  
Signed \_\_\_\_\_ (an individual)  
(a partnership)  
(a corporation)  
By \_\_\_\_\_  
Title \_\_\_\_\_



REV. 7/25/17

PROJECT: NH-P 0022(00)4

PCN 06JJ

COUNTIES: LAKE, LINCOLN, MINNEHAHA & TURNER

TYPE OF WORK: CULVERT WORK, CULVERT CLEANOUT & DITCH CLEANOUT

**THE FOLLOWING ITEMS ARE INCLUDED IN THIS PROPOSAL FORM:**

Special Provision for Section 404 of the Clean Water Act, dated 9/8/17.

Nationwide Permit 3

Regional Conditions

Special Provision for Contractor Administered Preconstruction Meeting, dated 3/15/16.

Fuel Adjustment Affidavit, DOT form 208 dated 7/15.

Standard Title VI Assurance, dated 3/1/16.

Special Provision For Implementation of Clean Air Act & Federal Water Pollution Control Act,  
dated 9/1/97.

Special Provision Regarding Minimum Wage on State Funded Projects, dated 4/30/13.

Wage and Hour Division US Department of Labor Washington DC.

- US Dept. of Labor Decision Number SD150001, dated 10/9/15.

Special Provision for Supplemental Specifications to 2015 Standard Specifications for Roads and  
Bridges,  
dated 6/1/16.

Special Provision for Errata to 2015 Standard Specifications for Roads and Bridges, dated 6/1/16.

Special Provision for Price Schedule for Miscellaneous Items, dated 10/14/15.

**Plans for Project – Sheets 1 through 14.**

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