

## Lenawee County Road Commission

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Mission Statement: A governmental entity committed to a safe and cost effective county public road system using proven technology and equipment to enhance the quality of life for all.

## Lesson 1

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- " Being responsible sometimes means pissing people off " Colin Powell

## Working with other governmental entities

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For safe and equitable project solutions.



## Understanding the scope of the job

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- The Estimate.
- The Contract.
- Understanding the cost and billing.
- Job Progress.
- Equipment rental rates.
- How to communicate this information.



**Project Master**

Estimate: 1271 Est. Year: 2008 Created On: 8/26/2008

Township: Washtenaw Co. Description: Bridge Demo File Driving Road: Liberty Rd Bridge Location: Between Steinbach Rd & Dancer Rd

Job Type: Local Heavy Maint Bridges In/Out: In

Primary/Local: Local Project Status: Timberline

Estimator: Bob Lewis Status Date: 9/9/2008

Reviewed:  Timberline Job #: 06-132-08009

#	Type	Section	Cost
22	Bridge Removal	Liberty Rd Bridge WCRC	\$10,104.43
12	Crane	Liberty Rd Bridge WCRC	\$6,614.79
5	Pile Drive	Liberty Rd Bridge WCRC	\$22,763.49

Scope of Work:  
Remove existing Footers  
Drive Piling  
This proposal covers time equipment labor fringes it is based on our best estimate of time to remove Footers and install mob in and out, Washtenaw County will be billed for all cost incurred by Lenawee County for the Liberty Rd Bridge project

Refresh Totals Total Cost \$39,482.71

Buttons: Add a New Type, Select Another Project, Split/Copy Project, Print Cover Page, Check Out, Setup T/L Job, All Foreman Reports, Delete Type, Main Menu, Print Contract, Export Budget, All Estimate Reports

## Contract Document

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Commissioners: Bob Emery, Stan Wilson, Don Ivany

LENAWEE COUNTY  
**BOARD OF COUNTY ROAD COMMISSIONERS**  
Wayland P. Hart Maintenance Facility  
2401 Treat Highway  
Adrian, Michigan 48221-4009  
Phone (517) 295-5971

Road Human Services Pwr Est # 1504  
Managing Director  
Carm George P.E.  
Board Secretary  
Susan Dower, C.P.S.

**AGREEMENT**

Date Prepared: 1/18/2010

The Board of County Road Commissioners of the County of Lenawee and State of Michigan hereafter referred to as the "Road Commission" and Lenawee Co. Bldg & Grnd hereafter referred to as "The Customer" agree as follows:

- The Customer hereby requests the Road Commission to perform the work described in Exhibit A which is attached hereto and made a part hereof.
- The Road Commission agrees to perform the work outlined in said Exhibit.
- The Customer agrees to pay the Road Commission for said work the sum of: \$500,650.02  
said sum shall be paid as follows:  
\$198,434.61 upon the execution of this contract with the balance to be paid in monthly billings as the work progresses.
- The Customer shall be responsible for all costs in excess of the contract price described in Paragraph 3 caused by factors not within the control of the Road Commission including but not limited to work stoppages, adverse weather, unavailability of material or increases in material costs occurring after the date of this contract. The Road Commission shall notify the Customer of any such additional costs immediately upon becoming aware of the same. All such additional costs shall be added to and become a part of the contract price and shall be divided equally among the remaining payments.
- In the event the Customer fails to make payments to the Road Commission on the dates set forth in Paragraph 3 the Road Commission may at its option cease work until such delinquent payments are paid in full. The Customer shall be responsible for any increase in the cost of the project resulting from its failure to make timely payments. All such increased costs shall be added to and become a part of the contract price and divided equally among the remaining payments.
- It is estimated the work described in the attached exhibit shall be completed during the construction season; the parties recognize, however, this is an estimate only on the part of the Road Commission and that circumstances may delay completion of the work, the Road Commission shall not be responsible in damages or otherwise to the Customer for failure to complete the work on or before the estimated completion date.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals as of the \_\_\_\_\_ day of \_\_\_\_\_, 2010.

Signed in the presence of: \_\_\_\_\_

BOARD OF COUNTY ROAD COMMISSIONERS  
OF THE COUNTY OF LENAWE

By \_\_\_\_\_  
its CHAIRMAN  
LENAWEE CO. BLDG & GRND

By \_\_\_\_\_  
its \_\_\_\_\_

## Exhibit Document "A"

### EXHIBIT "A"

**Estimate #:** 1554  
**Customer:** Lenewee Co. Bldg & Gmd  
**Road Name:** Human Services Parking Lot  
**Location:** 1040 S. Winter St  
**Description:** Pulverize, Tile and Paving

Scope of Work	Location of Work	Cost
Asphalt	Parking Lot A	\$216,122.18
Asphalt	Parking Lots B & C	\$217,228.97
Grade Prep	Shaping and Compacting Parking Lot A	\$5,187.26
Grade Prep	Shaping and Compacting Parking Lot B & C	\$5,187.26
Gravel	Drive only 8" thick	\$15,744.34
Outside Contractor	Parking Lot A	\$11,310.00
Outside Contractor	Parking Lots B & C	\$11,310.00
Salt Brine	Parking Lot A	\$2,541.30
Salt Brine	Parking Lots B & C	\$2,541.30
Shoulder Removal	Parking Lot A - Trucks to Haul Clay	\$22,608.16
Shoulder Removal	Parking Lots B & C - Trucks to Haul Clay	\$22,608.16
Sweeping	Parking Lot A	\$1,492.14
Sweeping	Parking Lots B & C - Trucks to Haul Clay	\$1,492.14
Tile	Parking Lot A	\$14,991.78
Tile	Parking Lots B & C	\$16,591.03

## The Estimate



### LENEE COUNTY ROAD COMMISSION Project Estimate

Primary <input type="checkbox"/>	Township <input type="checkbox"/>	Project # 06-068-09003
Local <input checked="" type="checkbox"/>	City/Village <input type="checkbox"/>	Estimate # 1554
	Other Govt. <input checked="" type="checkbox"/>	Date 1/19/2010
		Preparer Jason Schwaedt
		Job Type: 201-489
Road	Human Services Parking Lot	
Location	1040 S. Winter St	
Customer	Lenewee Co. Bldg & Gmd	
Proposed Work	Pulverize, Tile and Paving	
Estimated Cost		\$566,956.02
<small>Note: It is understood that this figure is an estimate only. Actual project costs may be increased or decreased based upon unanticipated work necessary to complete the project according to the proposed work description. A deposit of 35 % prepared by the township is necessary prior to the Lenewee County Road Commission authorizing this work.</small>		
Final Cost		
Charge: Customer	\$368,521.41	
Deposit	\$198,434.61	

## Customer Supplier agreement

The Lenawee County Road Commission ("Customer" or "Road Commission") and ABC Construction Inc. ("Supplier" or "ABC") agree as follows with regard to the accepted material bid for \_\_\_\_\_ for the 2009-2010 season:

1. The Road Commission and ABC agree that communication between them with regard to supply and delivery of material is of the utmost importance.
2. ABC agrees that it will communicate with the Road Commission on a regular basis as to available supply of material and the Road Commission agrees that it will communicate with ABC on a regular basis as to its requirements for material.
3. ABC agrees to notify the Road Commission immediately by facsimile followed by hard copy of any diminished supply of, or inability to deliver, material in the amount and at the time required by the Road Commission so that the Road Commission may evaluate the need to seek alternate suppliers of material.
4. The Road Commission agrees to immediately notify ABC of any material increases or decreases in its requirements of materials so that ABC may act to increase or decrease its supply or inventory.
5. ABC specifically acknowledges and agrees that the bid awarded to it for \_\_\_\_\_ is for an amount equaling the Road Commissions "seasons requirements" and that any amounts stated in the solicitation of bids is an estimate of season's requirements only. ABC acknowledges and agrees that actual season requirements of the Road Commission may be less than or greater than the estimate. The Road Commission will purchase only that amount that is actually needed and the estimate provided is neither a minimum amount the Road Commission is required to purchase nor a maximum amount that ABC may be required to supply.
6. ABC and the Road Commission each agree to use their best efforts to in good faith advise each other of both anticipated requirements and available supplies.

ABC Construction Inc.

Lenawee County Road Commission

By: \_\_\_\_\_  
Its: \_\_\_\_\_


By: \_\_\_\_\_  
Its: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

## 7 Non-negotiable Laws of a Successful Road Commission

- Visionary Leadership
- Differentiate or Die
- Know Your Cost
- Right People Doing the Right Things
- Top Quality Jobs
- Managing Your Growth
- Keep Score



**“You don’t know what you can  
accomplish collectively until you try”**

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“Leadership is the art of accomplishing more  
than the science of management says is  
possible”