

Scope of Work

LETCHER COUNTY FISCAL COURT

PROJECT NAME: [731345 Low Gap Branch] – Shoulder Repair

Questions: email judgeadams@letchercounty.ky.gov and procurement@erassist.com

Responses are due no later than **August 13th, 2025; 2:00 PM ET.**

Any contractor with overdue work for the county is ineligible for additional work from the county until overdue projects are completed.

Required Documents for Submission in DFS Procurement Portal:

Copy of Insurance

Copy of Drug Free Workplace Policy

RESPONSE DELIVERY:

Bid and all required forms shall be submitted through the DFS Procurement Portal:

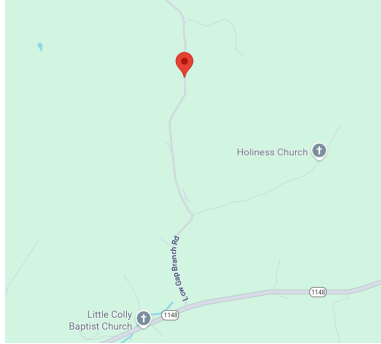

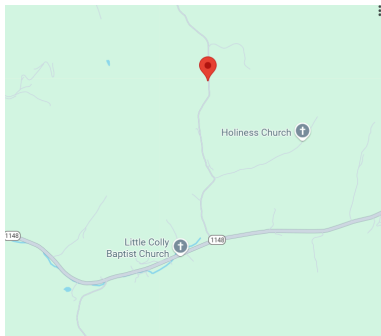

dfs.bonfirehub.com

Procurement Notes:

- All requested information must be filled out to be considered a valid bid.
- Work is expected to be completed **within 60 days of contract award.**
- **Work will not be considered complete until all invoice documents are provided and invoice validation is complete.** Final invoice with all required documents must be provided in a single transmission (email or link to a dropbox , google drive, or other file sharing service). Multi-part transmission of invoice documentation will cause a delay in validation which will affect payment processing timelines and designation of completion
- Work will follow all best construction practices. All work shall conform to Division 400 of the KY Department of Highways 2019 Standard Specifications for Road and Bridge Construction, which can be found at <http://transportation.ky.gov/Construction/Pages/Kentucky-Standard-Specifications.aspx>
- For Ditching Projects or culvert clean out projects. Earthen Material from Ditching or Culvert Clean Out may be worked into surrounding embankment at appropriate angles, especially in locations under which Channel Lining will be installed. Remaining Sediment or Earthen Material must be hauled to a government borrow pit (location/tickets/photos must be included on invoice) or hauled to a landfill. Debris must be hauled to a landfill. Landfill tickets are required to be submitted with an invoice.

- Invoices must include at least 4 Photos of “Before” and 4 Photos “After” work completion. Photos must be taken with an app (such as Solocator or GPS Camera) that displays the GPS (and preferably road name) and date.
- If rock/aggregate or fill material is supplied as part of this work, the Invoice must list the quarry location of aggregate or the source location of the fill. If rock/aggregate is supplied from a third party, must provide documentation from the third party of the original location of the aggregate or fill. Third party documentation must be signed and submitted on third party letterhead.
- This work is for a specific site/repair with quantities listed on a FEMA grant; as such documentation supporting the quantities must be provided (e.g. quarry tickets, or load counts/truck capacities). Invoices must list the haul off location of any debris, spoils, or waste (example: permitted landfill, recycling location, or road dept for reuse).
- Payment will follow only after work is completed, all documentation is received from the Contractor and reconciled by the Grants Management Team, and after approval by the Fiscal Court. (Documentation to include items such as before/after photos (always required), quarry documentation, quantity documentation, and documentation of disposal).
- Successful bidders, assigns, subcontractors must be compliant with all applicable Federal, State and Local laws.
- Letcher County reserves the right to accept or reject any and all bids. Letcher County reserves the right to seek clarification from bidders.
- Letcher County Fiscal Court is an Equal Opportunity Employer and encourages all qualified businesses to respond to this request, including minority, women, veteran owned businesses, as well as hub-zone businesses.
- Work can not start until the contract agreement is fully executed and the contractor has made contact with Letcher County Matt Amburgey at (606) 595-8710 to schedule work and work supervision/inspection.

Using Care to not destroy pavement or place equipment in water:

Site #	Scope	GPS /Map	Picture
Low Gap Branch Site 6 A			
A	<ol style="list-style-type: none"> 1. Install 6 SY of Geotextile Fabric (18'L x 3'W). 2. Install 9 Tons of Class II Channel Lining (18'L x 3'W x 6'D)/2 due to slope of embankment. 3. Install 0.75 Tons of DGA Road Base 4. Install 120.78 SF of Coconut Coir Mat (18'L x 6.71'W) 	 <p>GPS: 37.19505, -82.85454</p>	
Low Gap Branch Site 6 B			
B	<ol style="list-style-type: none"> 1. Install 18 SY of Geotextile Fabric (53'L x 3'W). 2. Install 26 Tons of Class II Channel Lining (53'L x 3'W x 6'D)/2 due to slope of embankment. 3. Install 2.21 Tons of DGA Road Base 4. Install 355.63 SF of Coconut Coir Mat (53'L x 6.71'W) 	 <p>GPS: 37.19525, -82.85461</p>	

Total Quantity List			
Unit pricing shall be all-inclusive and include all labor, equipment, material, and supply costs and shall not be increased or changed for any reason other than changes requested or approved by the County.			
Bid item	Description	Unit of Measure	Appx Qty
1	Installation and provision of Geotextile Fabric.	SY	24
2	Installation and provision of DGA Road Base	TON	2.96
3	Installation and provision of Class II Channel Lining	TON	35
4	Installation and provision of Coconut Coir Mat.	SF	476.41
5	Mobilization/Demobilization and Traffic Control	Lump Sum	1