



STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0016

Paul R. LaPage  
GOVERNOR

David Bernhardt  
COMMISSIONER

February 14, 2013  
Subject: **On Call Arborist Services**  
State Project No: N/A  
Location: Parts of Regions 3 & 4  
**Amendment No. 1**

Dear Sir/Ms:

Make the following change to the Bid Document:

In the Bid Book (page 52), **REMOVE** "SPECIAL PROVISION, Section 659, MOBILIZATION", 1 page dated January 25, 2013 and **REPLACE** with the attached new "SPECIAL PROVISION, Section 659, MOBILIZATION", 1 page dated February 13, 2013.

The following question has been received:

**Question:** Please clarify the mobilization items?

**Response:** There are three costs listed for each Pay Item in the Schedule of Items on **pages 19, 20, and 21** of the Bid Book. The Costs are Unit Cost, Hourly Mobilization, and Daily Mobilization.

The Department will decide which Pay Items it needs to accomplish an Assignment.

The Department will contact each successful bidder to determine overall Cost for the Assignment. Overall Cost is determined by the calculating Hourly Mobilization to and from Work for each Pay Item. Travel time is determined by the time it takes to travel the shortest distance from the established business or crew location rounded to the nearest 1/4 hour. Overall cost also included the Unit Cost for each Pay Item. Unit Cost is paid while the Pay Item is at Work each day and when travelling between different locations of Work during the day.

When a Contractor decides that it prefers to stay overnight in the area of Work rather than travel back and forth, The Department will pay Daily Mobilization. Hourly Mobilization will not be paid when Daily Mobilization is paid. Daily Mobilization will only be used if the Assignment is scheduled for more than 1 day.



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Daily Mobilization is intended to cover an estimated cost to travel to the Section to perform Work and to cover the Cost incurred for room and board each day the crew stays in the area overnight. Daily Mobilization is a flat rate paid for each Pay Item when the Pay Item and the crew stay overnight. It is in effect on the first day and each day the crew stays overnight. Daily mobilization will not be paid on the last day of Work if the crew intends to travel back to the established business or crew location. Hourly mobilization will be in effect on the last day of Work when the intention is to go home.

The Department will contact each Successful Bidder to determine travel requirements prior to an assignment. A determination of overall Cost will be made for each Contractor willing to accept the assignment and the Department will offer the Work to the Contractor with the lowest overall Price. If that Contractor refuses the Work the Department will then offer the Work to the Contractor with the next lowest price and so on until a Contractor accepts the Work.

Consider this change and information prior to submitting your bid on February 27, 2013.

Sincerely,



George M. A. Macdougall P.E.  
Contracts & Specifications Engineer

**SPECIAL PROVISION**  
**Section 659**  
**(MOBILIZATION)**

The Contractor shall be paid for one Calendar Day of mobilization described as Daily Mobilization for each day they provide On Call Arborist Services to the Department where the work requires more than one day to complete **and** requires the crew to spend the night following that work day away from home. No travel time (Hourly Mobilization) is to be paid with this item. All travel time will be paid for with the hourly mobilization associated with each Pay Item in the Schedule of Pay Items.

<b><u>Pay Item</u></b>	<b><u>Pay Unit</u></b>
Daily Mobilization	Calendar Day

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The contractor shall be paid for mobilization by the hour (Hourly Mobilization) for time they travel to or from the project site to provide On Call Arborist Services to the Department. The contractor will be paid by the hour for the following:

Time it takes to travel to and from the work site. This time will be measured to and from the work site to the company's closest base of operations and/or the crew's overnight location and will be based on the time it takes to travel the shortest distance to the first location of Work each day and the time it takes to travel the shortest distance from the last location of Work each day. The total amount of hours will be rounded off to the nearest ¼ hour. This may involve work at multiple sites within the specified area on the same day.

<b><u>Pay Item</u></b>	<b><u>Pay Unit</u></b>
Hourly Mobilization	Hour

**NOTE: The contractor and the Department representative for the Region shall agree upon the type of Mobilization prior to the commencement of any work.**

As a condition of Award, Contractors shall provide the Department with a list of business and/or crew locations that their crews report to for business. These locations will be used to calculate the shortest distance to project locations when performing Work for the Department.