



YANKTON COUNTY HIGHWAY DEPARTMENT

3302 W City Limits Road • Yankton, SD 57078

Ph: 605-260-4473 • Fax: 605-260-4492

CONTRACT SERVICES

SPECIFICATIONS AND BID DOCUMENTS

Bid Date:

February 11th, 2026

Bid Opening:

11:00 AM

PLEASE KEEP BID INTACT



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CONTRACT SERVICES SPECIFICATIONS

- 1. Scope of Work**
 - a.** Successful bidders shall provide construction related services to include noted equipment, operators, repairs, fuel, oil, and incidentals to accomplish projects identified by the County.
- 2. Insurance Requirements**
 - a.** Successful Bidder shall provide Certificates of Insurance showing coverage and effective dates of:
 - i. Workman's compensation;
 - ii. General liability; and
 - iii. Vehicle liability.
 - b.** The County shall be named as an additional insured on all applicable policies.
- 3. Construction Requirements**
 - a.** It shall be the responsibility of the contractor to furnish all labor and equipment to complete the projects as assigned.
 - b.** Contractor shall begin mobilization upon a 48-hour notice. If contractor is unable to begin mobilization within these 48 hours, the County may use the next lowest responsible bidder.
 - c.** The County will require work to be in compliance with identified specifications and County work orders. Contractors unable to comply with these requirements shall be removed from the operation upon request of the highway superintendent.
 - d. Hours Worked**
 - i. Equipment, labor shall be at the work site ready to work no later than 7:15 AM, unless otherwise specified;
 - ii. From approximately mid-April to mid-October, work hours include 10-hour days Monday-Thursday with occasional Fridays. County assistance will be available no later than 4:30 PM; and
 - iii. From mid-October to the mid-April, work hours include five 8-hour days Monday through Friday. County assistance will be available no later than 2:30 PM.
- 2. Method of measurement**
 - a.** Contractor to be compensated upon a per hour basis; and
 - b.** Hours may be rounded to the nearest one quarter (.25) hour.
 - c.** All operators shall provide a reading of the equipment hour meter for each day. These logs shall accompany all requests for payment. Log will show:
 - i. Date;
 - ii. Project number;



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- iii. Equipment hours;
- iv. Employees on site; and
- v. Operators name.

3. Basis of payment

- a. The agreed upon hours will be paid per the Bid price.
- b. Requests for payment shall be submitted no later than the 20th of each month.

4. Altering of contract

- a. The cost per hour, year/make, model, type of equipment, capacity/size, and mobilization fee (if applicable) should be the **ONLY** thing written upon the **Bid Form**, no other annotations, calculations or writings allowed. Primary services required are identified in Item #1 Scope of Work; and
- b. The Yankton County Board of Commissioners, Yankton, South Dakota, will reject any or all bids that are altered either by adding, deleting or changing any of the original wording of the specifications or Bid Form.

Hourly Rate	Year & Make	Model	Type of Equipment	Capacity/Size	Mobilization fee (if applicable)
			SCRAPER		
			DOZER		
			EXCAVATOR		
			LONG REACH EXCAVATOR		
			BACKHOE		
			TRENCHER		
			WHEEL LOADER		
			SKID STEER LOADER		
			COMPACTOR		

Company: _____

Authorized Agent: _____

Signature: _____

Address: _____

City: _____ State: _____

Phone: _____

Email: _____



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CONTRACT SERVICES BID DOCUMENTS

Hereinafter called the party of the second part, hereby proposes and agrees to and with Yankton County, Yankton, South Dakota, hereinafter called the party of the first part, to furnish the herein designated service in full accordance with the specifications and Bid at the unit prices provided upon Bid Form.

The Bid Documents, Forms and Agreement herein are based upon the conditions and stipulations described in the Bid Advertisement and the specifications for same, which are on file in the office of the highway superintendent of Yankton County.

Bids shall be submitted on a per hour basis by equipment type for work on projects throughout Yankton County. The successful bidder shall provide construction related services to include noted equipment, operators, repairs, fuel, oil, and incidentals to accomplish projects identified by the County.

Said bidder shall provide Certificates of Insurance showing coverage and effective dates covering workman's compensation, general and vehicle liability. In addition, the County shall be named as an additional insured on all policies.

Therefore, it is hereby agreed by and between the parties hereto, that in consideration of the service to be furnished by the said party of the second part as set forth in the said specifications and Bid, the said party of the first part will pay to the said party of the second part, the sum derived from multiplying the bid price by total hours worked for said service by the party of the second part. The said bidder further agrees to furnish said service upon receipt of the order from the Yankton County.

In witness, whereof the party of the first part has approved this agreement and authorized the chairman and county auditor to sign documents. Contract shall be in effect for one year.

Date: _____

Yankton County, South Dakota

By: _____
Chairman, Board of Commissioners

Attest: _____
County Auditor