



# MUSKEGON COUNTY

M I C H I G A N



## OFFICE OF THE WATER RESOURCES COMMISSIONER

### **Brenda M. Moore**

Water Resources Commissioner\*

[moorebr@co.muskegon.mi.us](mailto:moorebr@co.muskegon.mi.us)

\* formerly Drain Commissioner

### **141 E. Apple Avenue**

Muskegon, Michigan

**231-724-6219**

### **Dallas Goldberg**

Deputy Water Resources Commissioner

[GoldbergDa@co.muskegon.mi.us](mailto:GoldbergDa@co.muskegon.mi.us)

## **PRE-QUALIFIED CONTRACTORS**

At times, Water Resources Commissioners must react quickly to an emergency situation. This is why, under certain circumstances, they are exempt from seeking competitive bids for their projects. Certainly, astute Commissioners obtain competitive bids for larger planned projects to secure the best price, but for urgent or small projects it is often beneficial to call upon a contractor who can react quickly based on their geography, expertise, and availability.

Section 280.221 of the State Drain Code has been amended to address a Commissioner's use of contractors outside of the bidding process. There are requirements that such contractors be pre-qualified. A list of pre-qualified contractors must be posted on the WRC website. This requirement provides transparency regarding contractor use and also ensures a certain level of contractor performance. Informational requirements for pre-qualified contractors include: 1) verification of bonding and liability insurance; 2) documented experience in relevant work; 3) being able to provide a basic complement of equipment necessary to perform required work; and, 4) past project references. In addition to these components the Muskegon County Water Resources Commissioner's office requires proficiency and finesse with respect to the following:

- Project management: timing, progress, meeting deadlines.
- Tree protection and soil erosion control.
- Strong lines of communication with WRC staff, our engineers, and property owners near the job site.
- Product quality details like; finish work on spoils, seeding and site cleanup.

Every contractor must sign an acknowledgement of our field operation standards. Contractors are evaluated with regularity on their performance with respect to our standards and may be removed from the pre-qualified list based on failure to meet our standards. To become a pre-qualified contractor, send a cover letter and information outlined in 1-4 above. Pre-qualified contractors for the Muskegon County WRC office are listed in alphabetical order below:\*

- |                                  |                            |
|----------------------------------|----------------------------|
| ✓ Jackson Merkey                 | ✓ Randall Meyer Excavating |
| ✓ Kanouse Outdoor Restoration    | ✓ Scott Pavlak Excavating  |
| ✓ McCormick Sand                 | ✓ Stein Construction       |
| ✓ Muskegon Conservation District | ✓ Volker Crain             |
| ✓ Quantum Construction           | ✓ Wadell Stabilization     |

The Muskegon County Water Resources Commissioner shall have complete discretion in approving or denying an application based on the totality of the information provided in the application. A contractor can request to be removed from the list at any point in time by sending written correspondence to the Muskegon County Water Resources Commissioner's Office. A contractor will be removed from the list if the approved entity dissolves. If a contractor is denied or removed from the certified contractor list they may reapply for consideration after one year of denial or removal.

\*Please note that placement on the list does not guarantee a contractor will be selected to perform work. The Muskegon County Water Resources Commissioner maintains full discretion and authority to either bid non-petitioned maintenance work or to select any contractor from the pre-qualified list to perform non-petitioned maintenance work.