

# QUOTATION REQUEST FOR SERVICES OR EQUIPMENT

**DISTRIBUTION:**

- Maintenance Division  
 Region Maintenance  
 Country or Municipality

REGION \_\_\_\_\_

**INSTRUCTIONS:** To be used by contract county or municipality only. See Prohibition of Discrimination statement & authority on reverse.  
Complete in triplicate and distribute as indicated

**TO BE COMPLETE BY CONTRACT COUNTY OR MUNICIPALITY**

COUNTY OR MUNICIPALITY	DATE REQUEST ISSUED	RETURN NO LATER THAN
ADDRESS Street No. City	QUOTATION County-Calendar Year OR Municipality - Fiscal Year FOR:	
TYPE OF WORK EQUIPMENT OR SERVICE TO BE USED FOR:	TRUNKLINE HWY. NO.	
ESTIMATED USE (No. of times or duration)	ROUTE SECTION NO.	
LOCATION (Give complete description.)		

**CONDITION OF EQUIPMENT**

- a. All equipment furnished without an operator, will be in proper operating condition when delivered for use by the Department of Transportation. It is understood that, when due to mechanical failure, any and all repairs and/or replacement of parts to parts to said equipment is the responsibility of the vendor.
- b. When equipment and an operator, or a service, is furnished by the vendor, the vendor is responsible for all maintenance, labor, materials and other expenses involved therewith.

The vendor shall save harmless and indemnify the State. The Michigan Department of Transportation and The Michigan Department of Transportation Commission against all claims for damages to public or private property and for injuries to persons arising out of and during the progress of the work herein described and to its completion.

DETAILED DESCRIPTION OF EQUIPMENT OR SERVICES	QUANTITY	UNIT	UNIT BID PRICE BY VENDOR	TOTAL COST

**TO BE COMPLETED BY VENDOR**

It is proposed, subject to the conditions listed above, to contract with above named County or Municipality to furnish the equipment or Service(s) listed above.	COMPANY NAME (If any.)		
	STREET ADDRESS OF COMPANY OR OWNER		STATE
Operator's Wages are included in the Unit Bid Price. <input type="checkbox"/> YES <input type="checkbox"/> NO	By - Authorized Signature & Title - use ink on all copies.		DATE
EST. TOTAL COST \$	CONTRACT COUNTY OR MUNICIPALITY Signature of Designated Maintenance Superintendent		DATE
FOR LANSING MDOT USE ONLY	The above named County or Municipality is hereby authorized to contract with the above named vendor for equipment or service(s) described:		
	MICHIGAN DEPARTMENT OF TRANSPORTATION Region Maintenance Engineer Approval:		DATE
	Maintenance Division Approval:		DATE
	MICHIGAN STATE TRANSPORTATION COMMISSION Approval:		DATE

**PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS**

April, 1997

In connection with the performance of work under this contract, the contractor agrees as follows:

- 1 In accordance with Act No. 453 of 1976 the contractor hereby agrees not to discriminate against employee or applicant for employment with respect to hire, tenure terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, nationality origin, age, sex, height, weight, or marital status. Breach of the above covenants shall be regarded as a material breach of this contract.
- 2 The contractor hereby agrees that any and all subcontract to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as herein before set forth in Section 1 of this Appendix.
- 3 The contractor will take affirmative action to insure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, age, sex, height, weight or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- 4 The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion national origin, age sex, height, weight or martial status.
- 5 The contractor or his collective bargaining representative will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the contractor's commitment under this appendix
- 6 The contractor will comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission which may be in effect prior to the taking of bids for any individual state project.
- 7 The contractor will furnish and file compliance reports such time and upon such forms as provided by the Michigan Civil Rights Commission, said forms may also elicit information as to the practices, policies, program, and employments statistics of each subcontractor as well as the contractor himself, and said contractor will permit access to his books, records, and accounts by the Michigan Civil Rights Commission, and/or its agent, for purposes of investigation to ascertain compliance with this contract and relevant with rules, regulation, and orders of the Michigan Civil Rights Commissions.
- 8 In the event that the Civil Rights Commission\* finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligation under this agreement, the Civil Rights Commission may, as part of its order based upon such findings, certify said findings to the Administrative Board of the State of Michigan, which Administrative Board may order the cancellation of the contract found to have been violated, and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, and including the governing boards of institutions of higher education, until the contractor complies with said order of the Civil Rights Commission. Notice of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Civil Rights Commission to participate in such proceedings.
- 9 The contractor will include, or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by the rules, regulations or orde of the Michigan Civil Rights Commission, and will provide in every subcontract or purchase order unless exempted by the rules, regulation or orders of the Michigan Rights Commission, and will provided in every subcontract or purchase order that said provisions will be binding upon each subcontract or seller.

\* The Civil Rights Commission referred to is the Michigan Civil Rights Commission.