

Fenner Road: Van Geisen to Gilford Road  
Grade, Base and Drainage Design  
Letting Date – February 12, 2026, 9:45 am

Consultant: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Sign & Print: \_\_\_\_\_

Date: \_\_\_\_\_

Phone & Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Fenner Road – From Van Geisen Road to Gilford Road  
Fairgrove Township, T13N R8E

Cost for Design Package: \$ \_\_\_\_\_

Proposal Requirements:

- Proposal shall be limited to 2 pages total
- Proposal shall include cost breakdown associated to the survey and design
- Qualifications of Team
- Past Performance/Similar projects completed
- Completed first page of the RFP (doesn't count towards 2-page maximum)

**Bids are to be submitted on the Road Commission forms in a plainly marked, sealed envelope. No faxed or emailed bids accepted. Plans and specifications are available online at [www.tuscolaroad.org](http://www.tuscolaroad.org). Please contact Brent Dankert, Tuscola County Highway Engineer at 989-233-7472 or [highwayengineer@tuscolaroad.org](mailto:highwayengineer@tuscolaroad.org) with any questions. Any addenda must be noted and initialed.**

**If you are interested in bidding and have downloaded plans from the website, please email [highwayengineer@tuscolaroad.org](mailto:highwayengineer@tuscolaroad.org) to be added to the plan holders list to make sure you receive addendums.**

### **Proposal Intent**

The Tuscola County Road Commission seeks to hire a qualified professional engineering firm to provide necessary survey and design work for a grade, base, and drainage project. The intent of the project is to center the roadway on the section line, widen the roadway to the standard cross section, (Grade) improve the base of the roadway, (Base) and provide positive drainage (Drainage). This includes performing all surveying, permitting, and design necessary for a completed project as detailed below, along with deliverable of the electronic CAD file, associated special provisions and plans.

All survey work will be completed under the supervision of a Professional Surveyor licensed in the State of Michigan. All design work shall be completed in accordance with MDOT and AASHTO design criteria. This work shall be completed under the direct supervision of a Professional Engineer licensed in the State of Michigan and the plan set is to be certified by that Professional Engineer. The final design shall be approved by the Tuscola County Road Commission.

### **Background**

Fairgrove Township has requested Fenner Road from Van Geisen Road to Gilford Road be surveyed and designed for a grade, base, and drainage project. This stretch of road has been a topic of discussion at the township level for many years due to trees in the ROW and poor drainage. Fenner Road from Van Geisen Road to Gilford Road had a Ditch Petition project completed in 1987, plans will be attached.

**Anticipated Project Timeline:**

**All dates are from the completion of the prior task. The Township will be involved in the 30%, 60% and 90% reviews:**

Start of Project	Proposals received by the Tuscola County Road Commission
14 Days	Information and Agreements sent to the Township for review
45 Days	Consultant Notified of Award at Tuscola County Road Commission Board Meeting
60 Days	30% Plan Review – Topo, alignment, existing cross section, existing utilities
30 Days	60% Plan Review – Proposed drainage, alignment, and cross section. If necessary, permitting will start after the 60% Plan Review.
30 Days	90% Plan Review – Public Hearing
30 Days	Final Comments Provided to Consultant (within two weeks of public hearing)
30 Days	Final Deliverables to Tuscola County Road Commission

**Existing Data Provided by the Tuscola County Road Commission:**

- Certification Maps: Certification maps with the project location(s) and lengths have been included within this document.
- Culvert Rating History Reports: Reports of all known culverts along the project location(s) have been included within this document. These reports include detailed descriptions as well as culvert ratings. These reports are to assist the designer in the design and replacement of culverts but are not to be viewed as a complete database of all existing culverts. This is not an inclusive list of culverts on the project, but rather the existing information based on current records.
- Parcel Data and Parcel Map: Parcel data of all related properties will be supplied to the awarded consultant. This data is to be labeled on the plan sheets.
- Traffic Count Data: If available.

**Grade Base and Drainage Requirements:**

Required Survey Data:

- Section Corners: All section corners must be located, and section lines established prior to the start of the survey.
- Topographical Data: All topographical information must be collected within the county right-of-way. Any information pertinent to design, outside of the right-of-way, shall also be surveyed (i.e., drainage outlet, building within ten feet of right-of-way, etc.).
- Utilities: A design MISS DIG design ticket must be requested by the designer through the MISS DIG ticketing system. Utilities (aerials and underground) are to be drafted on the plan sheets. All utilities must be clearly identified.
- Locate and prove out government corners and file L.C.R.C.'s.
- Locate property corners and place protective wood stakes.
- Set out section line nails and/or traverse points.
- Locate or establish benchmarks, four per mile.
- Set R.O.W. stakes at 200' intervals along both R.O.W. lines, prior to public hearing.
- Cross sections must be obtained at a minimum of 100' +/- intervals ROW to ROW. These must include any information important to design outside of the way.
- Extend topo 100' +/- through intersections.
- All stationing shall run from south to north and west to east.

Plan Requirements:

- Plans shall include a title sheet with an overview of the project location. General project information shall also be included, as well as a sheet index of the included sheets.
- Plans shall include a note sheet with general project notes. A list of utility owners shall be included. A legend shall be included for all used line types. A key for soil erosion and sedimentation control measures shall also be included.
- Plans shall include the Tuscola County Road Commission typical cross section, and any additional typical cross sections as needed. Cross sections shall be labeled with station ranges where applicable.
- Plans shall be drawn at a scale of 1" = 50' horizontal and 1" = 5' vertical. Provide stationing annotations at every 100' interval, as well as tick marks at every 50' interval. A maximum of ¼ mile shall be shown on each sheet.
- Plan View shall include topographic features within the road right-of-way as needed for road development. See the following:
  1. Title block
  2. Drawing scale
  3. North arrow
  4. R.O.W. lines
  5. Section line(s) shown and labeled
  6. Benchmarks labeled and described
  7. Stationing line and labels
  8. Road names
  9. House numbers, labeled in bold for appearance

10. Parcel numbers and owners labeled
  11. Waterways labeled
  12. Tree lines
  13. Fence lines
  14. Edges of roadway
  15. Horizontal curves
  16. Proposed ditches, 25' left and right of section line
  17. Flow arrows of centerline of ditch, at 200' intervals minimum
  18. Flow arrows at cross culverts
  19. Flow arrows at outlets
  20. Driveway and cross culverts shall be shown with sizes and lengths labeled, existing and proposed
  21. Soil erosion and sedimentation control measures labeled
  22. Utility objects and lines shown and labeled
  23. Miscellaneous objects within R.O.W. (mailboxes, etc.)
- Station and offset shall be labeled for each feature within the right-of-way. Proposed work shall be in all caps and referenced in bold. Referenced off of section line unless discussed with the Engineer and approved otherwise.
  - Profile View shall be split into a centerline view and existing ditch profiles set at 25' left and right of the centerline.
    1. The proposed ditching shall be plotted with all culverts, with inverts shown.
    2. Driveway culverts are replaced in-kind by diameter and at lengths to provide a top width of 30' for residential and 40' for agricultural. Length of culverts shall include 1 on 4 side slopes; no end sections shall be used.
    3. Cross culverts are to be designed and shown in the profile.
    4. Positive drainage for all ditches and culverts shall be established. All outlets shall be designed and shown on the plans.
    5. For county drains, the drainage area shall be determined to size any proposed cross culverts. Driveway culverts in county drains are not replaced. No ditching shall be conducted in county drains.
    6. A proposed road centerline, through placement of aggregate, shall be plotted denoting any cut areas. Vertical curves shall be designed and labeled in profile.

**EGLE Permitting:**

Cost for EGLE Permitting will not be included in this contract but if a project moves to construction a work directive change will be issued to the consultant to complete the permit package, submittal and any revision necessary.

**Award and Payment**

Proposals and pricing will be submitted to the townships for review and approval. Selected Consultant will submit monthly invoices to the Tuscola County Road Commission. All invoices must include the road commission job number.

**Attachments:**

Attached to this document are the following:

- Title IV and VI Compliance
- Agreement
- Typical Cross Section
- Road Certification Map
- Road Culvert Rating History Report
- Road Parcel Location Image
- Plan Sheet 1987 Ditch Petition Fenner Rd: Van Geisen to Gilford
- Ditch Petition 2-16-87

**LIABILITY**

The consultant shall always exercise extreme care and shall assume all liability for any damages resulting from their operation. Furthermore, they shall hold the Tuscola County Road Commission harmless from any such claims or damages.

**NON-COMPLIANCE WITH PROJECT SPECIFICATION PROVISIONS**

Any variation from the specifications of the project herein without written approval from the Tuscola County Road Commission and/or its authorized representative may result in, at the discretion of the Tuscola County Road Commission, the voiding and/or canceling of the acceptance of any contract, resulting from this project.

**The Tuscola County Board of Road Commissioners reserves the right to accept or reject any or all proposals and to re-advertise or to accept the proposal, that in their opinion, is in the best interest of Tuscola County.**

## TUSCOLA COUNTY ROAD COMMISSION

### TITLE IV COMPLIANCE

#### APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. Compliance with Regulations: The contractor shall comply with the Regulations relative to non-discrimination in Federally-assisted programs of the Department of Transportation, Title 49, code of Federal Regulations, Part 21 as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. Non-discrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment.
3. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulation, including employment practices when the contractor covers a program set forth in Appendix B of the Regulations.
4. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, or national origin.
5. Information and Reports: The contractor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Tuscola County Road Commission to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses this information, the contractor shall so certify to the State highway department, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
6. Sanctions for Non-compliance: In the event of the contractor's non-compliance with the non-discrimination provisions of this contract, the Tuscola County Road Commission Shall Impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
  - a) Withholding of payments to the contractor under the contract until the contractor complies, and/or
  - b) Cancellation, termination, or suspension of the contract, in whole or in part.
7. Incorporation of Provisions: The contractor shall Include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives Issues pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Tuscola County Road Commission may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event u contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Tuscola County Road Commission to enter into such litigation to protect the interests of the County, and, in addition, the contractor may request the State highway department to enter into such litigation to protect the interests of the State and/or the United States to enter into such litigation to protect the interests of the United States.

"The TUSCOLA COUNTY ROAD COMMISSION, in accordance with Title VI of the Civil Rights Act of 1964, 78-252, 42 U.S.C. 2000d-222d-4, the Civil Rights Act of 1987, P.L. 100-259, and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, Non-discrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, Disadvantaged Business Enterprise firms will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of Race, Color, Sex, Age, National Origin, or Handicap in consideration for an award. For additional compliance information, please see Appendix A."

**AGREEMENT**

TUSCOLA COUNTY ROAD COMMISSION – 1733 S. MERTZ ROAD, CARO, MI 48723  
PAGE 1 OF 1

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_  
by and between the Board of Tuscola County Road Commissioners and \_\_\_\_\_  
\_\_\_\_\_.

1. \_\_\_\_\_ hereby agrees to undertake the following work  
in the status of an independent contractor performing the following job:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

2. Said contractor, \_\_\_\_\_, shall at all  
times exercise extreme care and shall assume any and all liability for property damage or bodily  
injury resulting from the above operation by this employees, agents, assigns, sub-contractors  
and anyone else acting under his control or direction; and will indemnify, hold harmless and  
defend the Tuscola County Road Commission, its Commissioners or employees from any and all  
claims for property damage or bodily injury arising out of this Agreement.

3. Said contractor, \_\_\_\_\_, while  
engaged in said job shall maintain and furnish certificates of insurance, naming the Tuscola  
County Road Commission and Commissioners as an additional insured under the policy,  
evidence of insurance coverage in accordance with *Tuscola County Road Commission Policies  
and Procedures Manual Section 9.7 Insurance Requirements*, and shall furnish the Tuscola  
County Road Commission copies of said certificates of insurance prior to commencing any work  
on said project.

Additionally, said contractor, \_\_\_\_\_, shall furnish  
prior to start of said job with the Board of Tuscola County Road Commissioners, a policy of  
insurance certifying he carries and has in effect worker's compensation insurance on all those  
required to be covered under Michigan law.

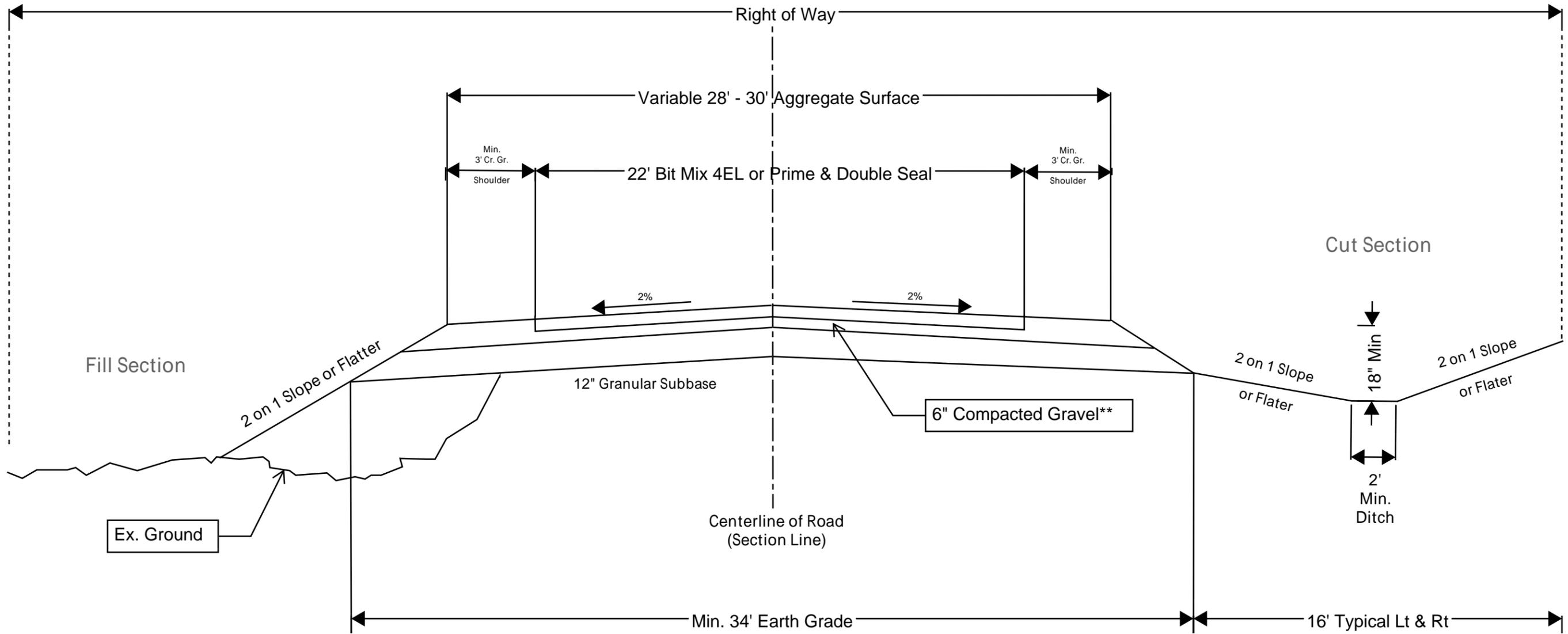
4. The address of the Board of Tuscola County Road Commissioners is 1733 S, Mertz Rd., Caro, MI  
48723.

Witnessed:

\_\_\_\_\_  
Board of Tuscola County Road Commissioners

\_\_\_\_\_  
Contractor

**Contractor bid will not be accepted unless the enclosed Agreement is Signed and Returned with your bid.**



\*Or approved equal by Highway Engineer  
 \*\*MDOT Spec 21A, 22A, 23A, or Crushed Limestone or approved equal by Highway Engineer

FINAL PLAN REVISIONS			
NO.	DATE	AUTH	DESCRIPTION



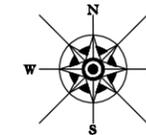
Tuscola County Road Commission  
 1733 Mertz  
 Caro, MI 48723  
 Phone: 989 673-2128  
 Fax: 989 673-3294

TITLE SHEET:
TCRC PROJECT NO:
Date: 2/7/24
FILE:

STANDARD CROSS SECTION

SHEET
3

TOWNSHIP OF  
**FAIRGROVE**  
 TUSCOLA COUNTY  
 T 13 N - R 8 E  
**ROAD SYSTEMS**  
 ACT 51 PUBLIC ACTS 1951

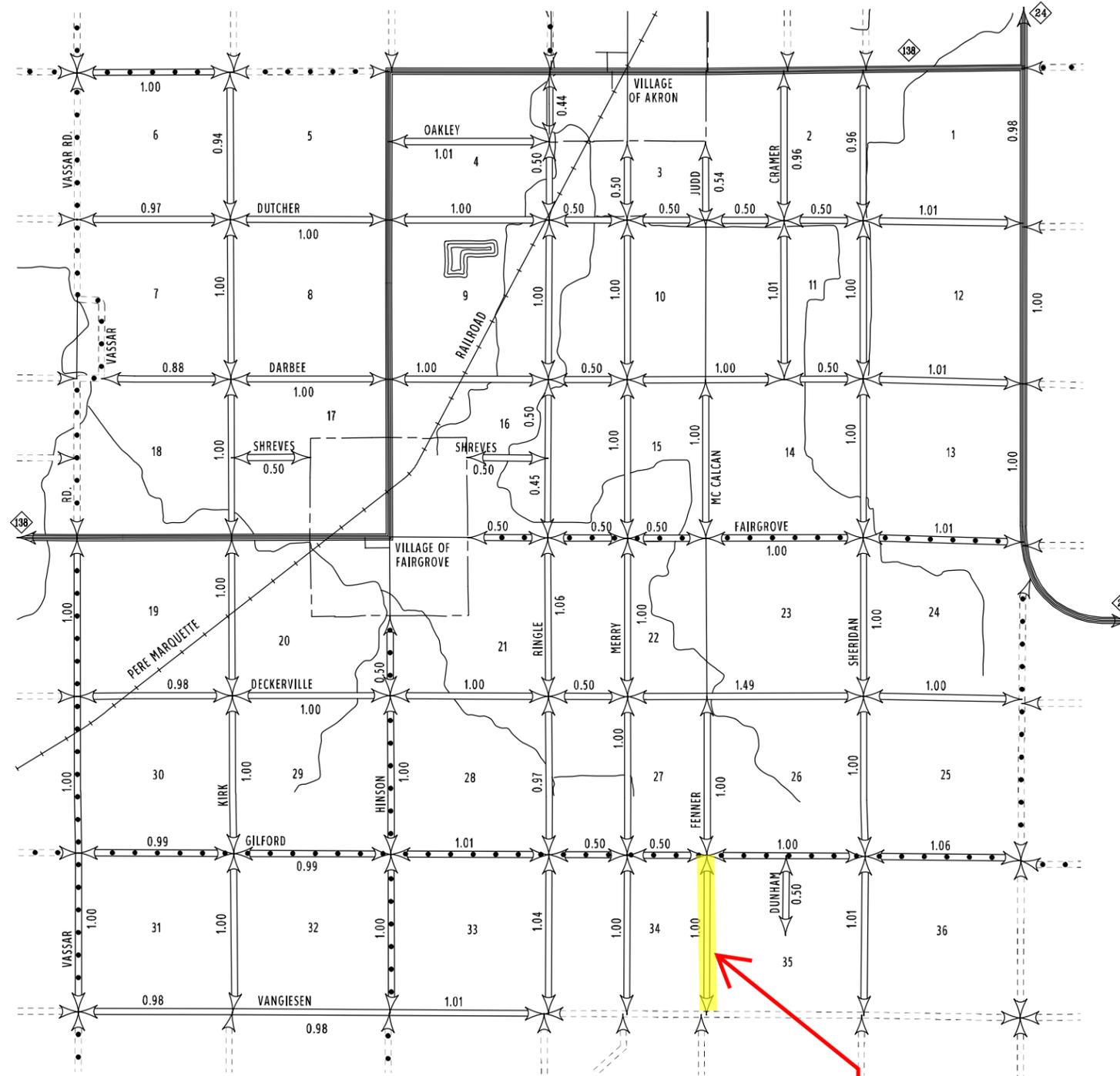


PREPARED BY  
**MICHIGAN**  
 DEPARTMENT OF TRANSPORTATION

**SCALE**



**PRIMARY ROAD SYSTEM 16.06 MILES**  
**LOCAL ROAD SYSTEM 52.20 MILES**



Fenner Rd: Van Giesen  
to Gilford 1.00 miles

**LEGEND**

- COUNTY LINE -----
- CORPORATE LIMITS -----
- TOWNSHIP LINE -----
- STATE TRUNK LINE =====
- COUNTY PRIMARY - - - - -
- COUNTY LOCAL =====
- CITY OR VILLAGE MAJOR STREET -----
- ADJOINING COUNTY ||| ||| |||
- ADJOINING TOWNSHIP - - - - -

1	2	3	4	5	6
7	8	9	10	11	
12	13	14	15	16	
17	18	19	20	21	
22	23	24			

KEY TO TWP.SHEET NUMBERS

# Fenner Rd Culverts

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**Tuscola (County)**

**Report Module:** Culvert Management Analysis

**Today's Date:** Wednesday, January 21, 2026

## Report Filter(s)

Field Name	Operator	Value(s)
CulvertID	=	Manually Selected Items (Saved Network Name): Fenner Rd: Van Giesen to Gilford 1.00 miles

# Fenner Rd Culverts

Printed On January, 21, 2026

Roadsoft Version 2025.9

Culvert ID	MP	Date Built	Material / Shape	Waterway	Span / Width	Length / Rise	Eval Date	Last Rating		
								Culvert	Channel	Waterway
<b>PR: [3790009] S Fenner Rd between Gilford Rd &amp; S Fenner Rd and W Deckerville Rd</b>										
	1.988	08/12/2024	Steel Corrugated Metal Pipe (CMP) / Round	Undefined	0.0 15.0 in	50.0 ft 15.0 in	11/01/2023	2	0	0

**Rating Memo:**

--- Rating Elements Start ---  
 Structural Deterioration=2.  
 --- Rating Elements End ---

**Total Number of Culverts: 1**



ROADSIDE DITCH PETITION

PARTICIPATION: Property Owners, Township and County Road Commission

TO \_\_\_\_\_ TOWNSHIP BOARD Date \_\_\_\_\_

Gentlemen:

Whereas, the undersigned freeholders of this township are prepared to show that the improvement herein requested is necessary for the public health, convenience and welfare. Therefore, we respectfully request your approval, and that the necessary steps be taken to have the following described ditch improved under the Township and County Road Commission participation plan:

BEGIN AT GILFORD AND FENNER RD, THEN SOUTH  
ON EAST SIDE OF FENNER APPROXIMATELY 240 RODS

We, the undersigned, hereby agree to remove and replace our own fences; cut and remove trees or brush; permit the placing of spoil dirt upon our adjacent land; and furnish our own driveway culverts where necessary and to pay to the Township Treasurer within thirty (30) days after being notified, our established portion of the cost of said improvement:

Paul Findlay \_\_\_\_\_  
Grace Kregel \_\_\_\_\_

This application is hereby approved with excavation to be disposed of as indicated herein and such other specifications as may be required by the County Road Commission with \$ 1.50 per lineal rod to be paid by the FAIRBROUE Township Board. AFTER CONTRACTOR & CONTRACTEE AGREE ON PAYMENT

Karl A. [Signature] \_\_\_\_\_  
Supervisor  
Raymond J. Lavan \_\_\_\_\_  
Treasurer

Date 2-16-87  
Karen Goodchild \_\_\_\_\_  
Clerk  
Leonard Brunell \_\_\_\_\_  
Trustee

The foregoing application is hereby approved, said work to be done according to specifications, and under the supervision of the County Road Commission. Participation by the Board of Tuscola County Road Commissioners is approved at 25% of the total, up to a maximum of \$1.50 per rod.

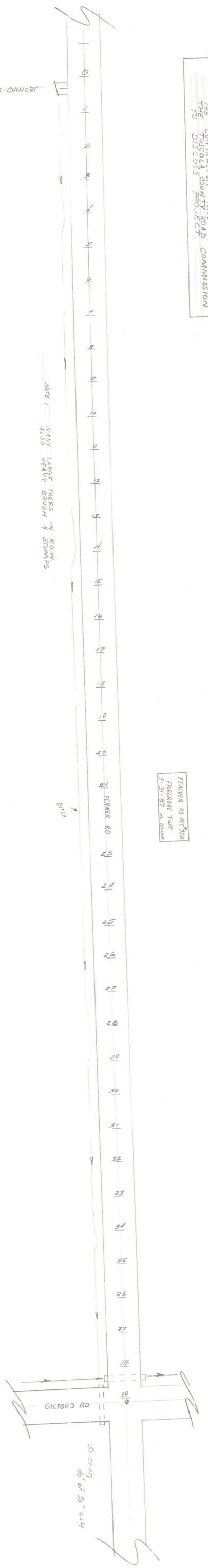
TUSCOLA COUNTY ROAD COMMISSION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# 320 DONE

NOTE: BEFORE STARTING ANY WORK THE CONTRACTOR MUST OBTAIN THE NECESSARY COUNTY ROAD COMMISSION DISCRETIONARY PROJECT.

FENNER RD RT 320  
 FINCHBANK TWP  
 3-31-87 M. DUNN



HUB CUT	HUB CUT	PROPOSED DITCH GRADE	EXIST. DITCH GRADE	HUB ELEVATION
0	0	1.0	10.6	101.6
1	0	2.3	17.0	99.3
2	0	2.8	24.9	97.7
3	0	2.8	34.0	96.8
4	0.9	3.1	43.5	96.6
5	0.8	3.4	53.0	96.4
6	1.0	2.9	62.6	96.5
7	1.2	4.0	72.2	96.2
8	1.3	4.3	81.8	96.1
9	0.9	4.3	91.4	95.7
10	1.0	3.7	101.0	94.7
11	0.9	3.8	110.5	94.3
12	1.1	3.8	120.0	93.8
13	1.3	3.4	129.4	92.8
14	1.0	3.3	138.6	91.9
15	1.3	4.0	147.8	91.8
16	0.8	3.1	157.2	90.3
17	0.7	3.3	166.5	89.8
18	0.9	3.5	175.7	89.2
19	1.2	3.4	185.0	88.4
20	0.5	2.9	194.4	87.3
21	0.5	2.7	203.5	86.1
22	0.4	2.6	212.8	85.4
23	0.7	2.8	222.0	84.8
24	0.9	3.5	231.3	84.8
25	0.9	3.1	240.8	83.9
26	0.7	2.8	250.6	83.4
27	0.8	3.3	260.3	83.6
28	0.9	3.6	270.0	83.6
29	0.8	4.0	279.6	83.6
30	1.1	5.3	289.4	84.7
31	1.3	6.1	299.0	85.1
32	0.9	5.3	308.8	84.1
33	1.1	5.6	318.4	84.0
34	1.7	4.9	328.0	82.9
35	1.5	4.8	337.8	82.6
36	2.1	5.1	347.4	82.5
37	2.2	4.9	357.0	81.5
38	5.1	76.6	366.6	81.7

NOTE: EXISTING DITCH IS TOO CLOSE TO ROAD SHOULD BE MOVED TO ROW LINE 1/4" STAKES WERE PLACED.

EXISTING 40" OF 30" CSP

GILFORD & FENNER ROAD

CO. ROAD IMPROVEMENT DISTRICT

CO. ROAD IMPROVEMENT DISTRICT

CO. ROAD IMPROVEMENT DISTRICT

CO. ROAD IMPROVEMENT DISTRICT