



Boulder County Purchasing
1325 Pearl Street
Boulder, CO 80302
purchasing@bouldercounty.org

INVITATION TO BID
COVER PAGE

BID Number:

7038-19

BID Title:

Street Sanding Materials

BID Questions Due:

May 29, 2019

Submittal Due Date:

June 5, 2019

Email Address:

purchasing@bouldercounty.org

Documents included in this package:

Bid Instructions
Terms and Conditions
Specifications
Insurance and W-9 Requirements
Bid Tab Section
Submittal Checklist
Signature Page



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INSTRUCTIONS

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1. The Boulder County Transportation Department, Road Maintenance Division, is accepting bids from qualified vendors for street sanding materials for use in snow and ice control on County roadways.

2. **Written Inquiries**

All inquiries regarding this BID will be submitted via email to the Boulder County Purchasing Office at purchasing@bouldercounty.org on or before 2:00 p.m., **May 29, 2019**. A response from the county to all inquiries will be posted and sent via email no later than **May 31, 2019**.

Please do not contact any other county department or personnel with questions or for information regarding this solicitation.

3. **Submittal Instructions**

BIDs are due at the Administrative Services Information Desk or email box (preferred) listed below, for time and date recording on or before **2:00 p.m. Mountain Time on June 5, 2019**. A bid opening will be conducted at 3:00 p.m. Mountain Time at county offices.

Your response can be submitted in the following ways. Please note that email responses to this solicitation are preferred, but are limited to a maximum of 25MB capacity. NO ZIP FILES ALLOWED. Electronic submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder

County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **BID # 7038-19** in the subject line.

-OR-

US Mail One (1) unbound copy of your submittal, printed double-sided, 11 point, on at least 50% post-consumer, recycled paper must be submitted in a sealed envelope, clearly marked as **BID # 7038-19**, to the Administrative Services Information Desk located at 1325 Pearl Street, Boulder, CO 80302.

All BIDs must be received and time and date recorded by authorized county staff by the above due date and time. Sole responsibility rests with the bidder to see that their BID response is received on time at the stated location(s). Any BIDs received after due date and time will be returned to the bidder.

The Board of County Commissioners reserves the right to reject any and all BIDs, to waive any informalities or irregularities therein, and to accept the proposal that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.

Americans with Disabilities Act (ADA): If you need special services provided for under the Americans with Disabilities Act, contact the ADA Coordinator or the Human Resources office at (303) 441-3525 at least 48 hours before the scheduled event.



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TERMS AND CONDITIONS

1. Bidders are expected to examine the drawing, specifications, schedule of delivery, and all instructions. Failure to do so will be at the bidder's risk.
2. Each bidder will furnish the information required in the Invitation to Bid.
3. The Contract/Purchase Order will be awarded to that responsible bidder whose submittal, conforming to the Invitation to Bid, will be most advantageous to the County of Boulder, based on best value not only price.
4. The County of Boulder reserves the right to reject any or all bids and to waive informalities and minor irregularities in bids received, and to accept any portion of or all items proposed if deemed in the best interest of the County of Boulder to do so.
5. No submittal will be withdrawn for a period of thirty (30) days subsequent to the opening of bids without the consent of the County Purchasing Agent or delegated representative.
6. A signed purchase order or contract furnished to the successful bidder results in a binding contract without further action by either party.
7. Late or unsigned bids will not be accepted or considered. It is the responsibility of bidders to ensure that the bid arrives at the Administrative Services Information Desk prior to the time indicated in the "Invitation to Bid."
8. The proposed price will be exclusive of any Federal or State taxes from which the County of Boulder is exempt by law.
9. Any interpretation, correction or change of the bid documents will be made by Addendum. Interpretations, corrections and changes of the bid documents made in any other manner will not be binding, and bidder will not rely upon such interpretations, corrections and changes. The County's Representative will not be responsible for oral clarification.
10. Confidential/Proprietary Information: Bids submitted in response to this "Invitation to Bid" and any resulting contract are subject to the provisions of the Colorado Public (Open) Records Act, 24-72-201 et.seq., C.R.S., as amended. Any restrictions on the use or inspection of material

contained within the bid and any resulting contract will be clearly stated in the bid itself. Confidential/proprietary information must be readily identified, marked and separated/packaged from the rest of the bid. Co-mingling of confidential/proprietary and other information is NOT acceptable. Neither a bid, in its entirety, nor bid price information will be considered confidential/proprietary. Any information that will be included in any resulting contract cannot be considered confidential.

11. Boulder County promotes the purchase/leasing of energy efficient, materials efficient and reduced toxic level products where availability, quality and budget constraints allow. Bidders are expected whenever possible to provide products that earn the ENERGY STAR and meet the ENERGY STAR specifications for energy efficiency with power management features enabled. Bidders are encouraged to offer products and equipment with post-consumer recycled-content materials. Products should be packaged and delivered with a minimum amount of recycled packaging that adequately protects the product but is not excessive.
12. Pursuant to Colorado law (House Bill 1292), in any bidding process for public works in which a bid is received from a non-resident bidder who is from a state that provides a percentage bidding preference, a comparable percentage disadvantage will be applied to the bid of that bidder. Bidders may obtain additional information from the Department of Personnel's website: <http://www.colorado.gov/dpa/>.



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SPECIFICATIONS

Traction Sand Specifications

All aggregate must be clean, and free of excessive fine materials. Sanding materials will be inspected by Boulder County staff prior to the award of the bid in order to assure suitability for sanding operations. Materials deemed unsuitable by county staff will be rejected.

Products Requested:

1. 7% Ice Slicer Blend: Consists of a blend of 93% squeegee and 7% Ice Slicer by weight, <3% moisture maximum.
2. 7% Rapid Thaw Blend: Consists of a blend of 93% squeegee and 7% Rapid Thaw by weight, <3% moisture maximum.
3. 7% Rock Salt Blend: Consists of a blend of 93% squeegee and 7% non-caking rock salt by weight, <3% moisture maximum.
4. Squeegee (See gradation specification below)

Squeegee material must pass the following gradation specifications:

<u>SIEVE SIZE</u>	<u>% PASSING</u>
3/8"	100
1/4"	95
#8	5-60
#16	0-20
#200	0-2

Estimated Material Quantity: Total material purchased estimated at 12,000 tons. Total may be a combination of the products bid, depending on availability. Total product purchased may vary depending on weather conditions throughout the winter season.

Vendors should submit a unit cost per ton for each product that they can supply in the Submittal Section of this bid document. Vendor shall submit a price for the product transported by Boulder County, and a price for the product delivered to Boulder County, for each product bid.

Vendor shall indicate in the Submittal Section of this bid document whether they are able to guarantee a supply of product and indicate the period of time for which a guaranteed supply will be available.

Vendor shall indicate if any notice is required for production prior to commencement of pickup or delivery of product. Vendor shall be responsible for the loading of all materials at vendor's site.

Bids will be evaluated based on price, ability to supply product, quality of product and cost of transport. Vendor is required to complete Boulder County's standard Service Contract upon award of bid.



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INSURANCE AND W-9 REQUIREMENTS

INSURANCE REQUIREMENTS

General Liability \$1,000,000 Each Occurrence
 \$2,000,000 General Aggregate
 \$2,000,000 Products Completed Operations Aggregate

Automobile Liability \$1,000,000 Each Accident
 *Including Hired & Non-Owned Auto

Worker's Compensation and Employer's Liability
 Statutory limits

Note that the above insurance amounts are the minimum required for this project. **Proof of current insurance must be provided with your proposal in the form of a sample certificate or your proposal will be deemed non-responsive.** If you require a waiver of insurance requirements (e.g. Workers' Compensation and sole proprietorships) you may request one in your response with an explanation.

New certificates will be requested if the contract process takes more than 30 days after an award.

W-9 REQUIREMENT

Provide a copy of your business's W-9 with your proposal.



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BID TAB



Please quote a price per ton for the product transported from Vendor's site by Boulder County, and a price per ton for delivery to the specified Boulder County Sites. Also, please indicate ability to guarantee supply of each product bid.

1. 93% Squeege/7% Ice Slicer Blend (as specified in the Bid document)

Price: \$_____ ton (Transported by Boulder County)

Price: \$_____ ton (Delivered to 5201 St. Vrain Rd., Longmont, CO 80503)

Supply of Product Guaranteed: Start Date: _____ End Date: _____

2. 93% Squeege / 7% Rapid Thaw Blend (as specified in the Bid document)

Price: \$_____ ton (Transported by Boulder County)

Price: \$_____ ton (Delivered to 5201 St. Vrain Rd., Longmont, CO 80503)

Supply of Product Guaranteed: Start Date: _____ End Date: _____

3. 93% Squeege / 7% Rock Salt Blend (as specified in the Bid Document)

Price: \$_____ ton (Transported by Boulder County)

Price: \$_____ ton (Delivered to 5201 St. Vrain Rd., Longmont, CO 80503)

Supply of Product Guaranteed: Start Date: _____ End Date: _____

4. Squeege (as specified in the Bid document)

Price: \$ _____ ton (Transported by Boulder County)

Price: \$ _____ ton (Delivered to 5201 St. Vrain Rd., Longmont, CO 80503)

Supply of Product Guaranteed: Start Date: _____ End Date: _____



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SUBMITTAL SECTION

The bidder's attention is especially called to the items listed below, which must be submitted in full as part of the BID. Failure to submit any of the documents listed below as a part of your BID, or failure to acknowledge any addendum in writing with your BID, or submitting a bid on any condition, limitation or provision not officially invited in this Invitation to Bid (BID) may be cause for rejection of the BID.

THIS CHECKLIST MUST BE SUBMITTED AS PART OF YOUR BID PACKAGE: Bidder will check each box indicating compliance:

INCLUDED	ITEM
	Name and Address of the Partners and Subcontractors if applicable
	A detailed project schedule with an all-inclusive total cost
	Information on the relevant experience of key personnel
	State your compliance with the Terms and Conditions in the Sample Contract contained in this BID. Specifically list any deviations and provide justification for each deviation.
	Submit three references for similar projects your company has completed within the last three years and contact information
	Insurance Certificate
	W-9
	Signature Page
	Addendum Acknowledgement(s) (If Applicable)



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SIGNATURE PAGE

Contact Information	Response
Company Name including DBA	
List Type of Organization (Corporation, Partnership, etc.)	
Name, Title, and Email Address of Person Authorized to Contract with Boulder County	
Company Address	
Company Phone Number	
Company Website	

By signing below I certify that:

- I am authorized to bid on my company's behalf.
- I am not currently an employee of Boulder County.
- None of my employees or agents is currently an employee of Boulder County.
- I am not related to any Boulder County employee or Elected Official.
- (Sole Proprietorships Only) I am not a Public Employees' Retirement Association (PERA) retiree.

**Signature of Person Authorized to Bid on
 Company's Behalf**

Date

Note: If you cannot certify the above statements, please explain in a statement of explanation.