

-INVITATION TO BID-

The Lewis and Clark County Public Works Department is soliciting competitive bids from interested parties for the purchase of winter traction sand material for the road division. The material shall be available for hauling by county staff during the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday, excluding holidays, through June 30, 2024.

All Bids must be in accordance with the contract documents on file at the Lewis and Clark County Public Works Office, 3402 Cooney Drive, Helena MT 59602. Copies of the contract documents used for preparing a bid may be obtained by going to the Lewis and Clark County webpage at: <https://www.lccountymt.gov/Government/Grants-and-Purchasing/Bids-and-Proposals-Current>

Bids will be considered based on the most responsible bid submitted and price per ton that meets material specification.

Sealed bids must be received at the Office of the Board of County Commissioners, Room 345, City-County Building, 316 N. Park Avenue, Helena, MT 59623 no later than 4:00 p.m. local time on Wednesday, October 18, 2023. The envelope containing the sealed bid will be labeled “2024 Winter Sand, Bid Enclosed: and include the business name and address of the entity submitting the bid.

Bids will be opened and read aloud at the public meeting of the County Commissioners on Thursday, October 19, 2023, at 9:00 a.m. local time in Room 330 of the City-County Building, 316 N. Park Avenue, Helena, MT.

Lewis and Clark County reserves the right to reject any or all bids, to waive irregularities or to accept any bid deemed to be for the public good.

Legal Ad: Independent Record

Publish: Saturday, October 7, 2023
Saturday, October 14, 2023

**LEWIS AND CLARK COUNTY
INVITATION TO BID**

STANDARD TERMS AND CONDITIONS

1. Competition

Lewis and Clark County encourages free and open competition among bidders. Whenever possible, specifications, bid invitations, and conditions are designed to accomplish this objective, consistent with the necessity to satisfy the County's needs and the accomplishment of a sound economical operation.

The bidder's signature on this proposal guarantees that the prices quoted have been established without collusion with other eligible bidders and without effort to preclude Lewis and Clark County from obtaining the lowest possible competitive price.

The award will be made based on the most responsible bid submitted and the price per ton meeting material specifications.

Prior to the award of the contract, bids may be held by Lewis and Clark County for a period not to exceed 30 days from the date of opening of the bids for the purpose of reviewing the bids and investigating the qualifications of the bidder.

2. Preparation of Bids

Bids will be written in ink and/or typewritten on bid forms furnished herewith. Erasures and alterations must be initialed by the bidder in ink. No verbal bids shall be accepted.

The bidder agrees that the bid shall be good and may not be withdrawn during the 30-day period.

3. Bid Items

The bidder verifies that the supply of material conforms to the specifications herein requested.

4. Special Brands

Brand name items or descriptions if used in this proposal are specified solely for the purpose of indicating standards of quality, performance and/or use desired. Any bid for the supply of a material which deviates from the specifications must be clearly indicated by the bidder. Substitutions must be identified by complete descriptive literature and/or other necessary analytics or relevant information and must be included with the bid. Materials delivered which do not conform to the contract terms, conditions, or specifications may be rejected and returned at the vendors' expense. Any bid for foreign produced materials shall be so indicated and the source of supply noted for each item.

5. Cash Discount

Bidders may quote a cash discount, provided it is based on a period of 30 days or more. A shorter period will not be considered in determination of a low bid. Any cash discount as part of this contract will be computed from the date of receipt of a properly executed claim or the date of completion of delivery of all items in satisfactory condition, whichever is later.

6. Excise Taxes

Lewis and Clark County is exempt of Federal Excise Taxes. Exemption certificates will be furnished upon request.

7. Acceptance/Rejection of Bids

Lewis and Clark County reserves the right to accept or reject any or all bids, wholly or in part, to make awards in any manner deemed in the best interest of the County.

8. All-or-None Proposals

Bidders may submit alternate proposals on an all-or-none basis but are requested to submit a primary quotation on an item-by-item basis to be considered for either type of award.

9. Bid Determination

The bid unit price is per ton of material that meets specifications.

10. Tabulation

In the event that a quotation is entered in which the unit price and extension do not agree, the unit price shall prevail.

11. Bid Proposal Worksheet

Bidders are required to complete all Bid Proposal Worksheets.

12. Nondiscrimination

In accordance with federal and state laws, the bidder agrees not to discriminate against any client, employee, or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; lay-offs or terminations; rates of pay or other forms of compensation; selection for training; or rendition of services.

It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase from Lewis and Clark County unless a satisfactory showing is made that discriminatory practices have ceased and the recurrence of such acts is unlikely.

13. Bid Consideration

No bid will be considered unless accompanied by a bid bond, bank draft, money order, or certified check, in the amount of not less than ten (10) percent of the total bid.

14. Contact

Bidders wishing to obtain further information or enhance their understanding of the material specifications may do so. All official communication and questions regarding this bid should be through:

Jesse Whitford, CET IV, CWI, Construction Coordinator
Lewis and Clark County Public Works
3402 Cooney Drive, Helena, Montana
(406) 447-8040
jwhitford@lccountymt.gov

-BID SPECIFICATIONS WORKSHEET-

Winter sand material will be hauled by County staff from the bidder’s facility which must be located within a 10-mile radius of Lewis and Clark County Public Works located at 3402 Cooney Drive, Helena, Montana 59602. Sand material shall be loaded by bidder’s personnel and available for pick up between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday, excluding holidays, through June 30, 2024. Approximately 10,000 tons of material will be purchased over this period. Total tonnage is not guaranteed.

Winter Sand Material Must Meet these Specifications

<u>Sieve Size</u>	<u>Percent Passing</u>
5/16	100%
No. 4	20% - 60%
No. 40	0 – 30%
No. 200	0 – 12%
Dust Ratio:	No. 200/No. 40; shall not exceed 0.667
Plasticity Index	Shall not exceed 0

Documentation from a certified testing laboratory verifying compliance with specifications must be furnished by the successful bidder within 30 days from bid award. Lewis and Clark County reserves the right to conduct random testing to verify specifications. Random testing for compliance will be provided by and at the expense of Lewis and Clark County. Any material in which testing fails to meet the required specification will be rejected and must be replaced with material meeting the specification set forth.

BASE BID:

The Bidder, having satisfied himself of the material specifications, does submit the offer as follows:

Description	Unit	Estimated Quantity	Unit Price	Extended Price
Winter Sand	Ton	10,000		
Total Bid Price Written in Words:				

- BID PROPOSAL WORKSHEET -

**Return To: Lewis and Clark County
Board of County Commissioners
316 N. Park Avenue, Room 345
Helena, MT 59623**

Bids must be submitted no later than Wednesday, October 18, 2023, by 4:00 p.m. local time.

THE UNDERSIGNED BIDDER has become familiar with the material solicited by Lewis and Clark County through the bid specifications. The Bidder agrees to follow and abide by all laws required in the State of Montana and Lewis and Clark County.

THE BIDDER HEREBY PROPOSES AND AGREES, if this offer is accepted, to enter into an Agreement, to provide winter sand material meeting specifications provided herein, and assumes all obligations, duties, and responsibilities specified herein for the following unit price and lump sum.

THE UNDERSIGNED BIDDER HEREBY CERTIFIES that:

1. This offer is genuine and is not made in the interest of, or on the behalf of, any undisclosed person or firm, and is not submitted as a result of any agreement with any association, corporation, or group.
2. The Bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham offer.
3. The Bidder has not solicited or induced any person or firm to refrain from bidding.
4. The Bidder has not sought by collusion to obtain any advantage over any other bidder or over Lewis and Clark County.

Bidder Name: _____

Contact Person: _____

Address: _____

Phone No.: _____

E-Mail: _____

Signature of authorized company official approving the bid and as submitted:

Name: _____

Title: _____

Date: _____

Authorized Company Official Signature

State of _____

County of _____

This instrument was acknowledged before me on _____ [date] by _____

_____ [printed name of authorized company official] as _____

[title] of _____ [printed company name].

Notary Signature

[Seal] →