



**DANE COUNTY
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION**

REQUEST FOR BID (RFB)

Revised 05/2021 (G/S)(LVP)(LCP)

BID NUMBER: 122042

**BID TITLE: Aluminum Box Culverts –
CTH J and CTH N**

**BID DEADLINE: April 08, 2022
2:00 p.m. (CST)**

**SUBMIT BID TO: Purchasing Bid Dropbox
www.danepurchasing.com**

Late, faxed, mailed, hand-delivered or unsigned bids will be rejected

**DIRECT
ALL INQUIRES
TO:**

Carmen Hidalgo
Purchasing Officer
608-266-4966
hidalgo.carmen@countyofdane.com
www.danepurchasing.com

BID SUBMISSION CHECKLIST

- Update Vendor Registration
- Read Entire Bid Document

Completed Bid Packet (In PDF Format)

- Section 1 – Vendor Information
- Section 2 – Bid Specifications
- Section 3 – Price Proposal

- Upload Bid Response to Purchasing Bid Dropbox

DATE ISSUED | March 16, 2022

VENDOR INFORMATION

VENDOR NAME: _____

Vendor Information (address below will be used to confirm Local Vendor Preference)			
Address			
City		County	
State		Zip+4	
Vendor Rep. Name		Telephone	
Title			
Email			
Dane County Vendor #			

Local Vendor Preference (Reference General Guidelines #1.6)
<input type="checkbox"/> Locally Based & Owned Vendor
<input type="checkbox"/> Locally Operated Vendor
<input type="checkbox"/> Non-Locally Operated Vendor
<input type="checkbox"/> No Local Vendor Preference

Local Content Vendor Preference (Reference General Guidelines #1.7)
<input type="checkbox"/> Dane County-Made
<input type="checkbox"/> Regionally-Made
<input type="checkbox"/> Wisconsin-Made
<input type="checkbox"/> No Preference

Cooperative Purchasing (Reference General Guidelines #1.8)
<input type="checkbox"/> I agree to furnish the commodities or services of this bid to municipalities and state agencies.
<input type="checkbox"/> I do not agree to furnish the commodities or services of this bid to municipalities and state agencies.

Fair Labor Practice Certification (Reference General Guidelines #1.9)
<input type="checkbox"/> Vendor has not been found by the National Labor Relations Board (“NLRB”) or the Wisconsin Employment Relations Commission (“WERC”) to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.
<input type="checkbox"/> Vendor has been found by the National Labor Relations Board (“NLRB”) or the Wisconsin Employment Relations Commission (“WERC”) to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.

Addenda – we hereby acknowledge receipt, review and use of the following addenda, if applicable.				
<input type="checkbox"/> Addendum #1	<input type="checkbox"/> Addendum #2	<input type="checkbox"/> Addendum #3	<input type="checkbox"/> Addendum #4	<input type="checkbox"/> None

Signature Affidavit
In signing this bid, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor; that the above statement is accurate under penalty of perjury.
The undersigned, submitting this bid, hereby agrees with all the terms, conditions, and specifications required by the County in this Request for Bid, and declares that the attached bid and pricing are in conformity therewith.

Signature: _____

Title: _____

Printed Name: _____

Date: _____

BID AND SPECIFICATION OVERVIEW

Dane County as represented by the Purchasing Division will accept bids for the purchase of specified item(s) as described within this document.

Specification Compliance: Bidder shall complete every space in the area provided with either a check mark to indicate the item being bid is exactly as specified (**Yes**), or deviates from bid specification (**No**). Any deviation from the minimum specifications stated herein must be identified in detail in the Specifications Deviations section of the bid and must include a description of how the proposed item(s) differ from the bid requirements, along with detailed justification for such deviation. Bidder shall include photos and schematics as necessary, for complete clarification.

The specifications below describe an acceptable product. Minor variations in specification may be accepted if, in the opinion of County staff, they do not adversely affect the quality, maintenance or performance of the item(s). Dane County reserves the right to accept or reject any and all bids, to waive informalities and to choose the bid that best meets the specifications and needs of the County.

BID SPECIFICATIONS

Aluminum Box Culverts – CTH J 07 0.671 and CTH N 02 1.017

GENERAL

All materials supplied under this proposal shall conform to the Bridge Manual and the Standard Specifications for Road and Bridge Construction, 2022 edition (hereinafter referred to as the "Standard Specifications"), and all subsequent revisions and supplementary specifications, of the Wisconsin Division of Highways, Department of Transportation. Aluminum box culverts shall be designed to **HL-93 standards** using the height of fill listed on the pricing page.

PURCHASE OF ITEM(S)

The Dane County Highway and Transportation Department will attempt to utilize the lowest bid when obtaining product, however the Department reserves the right to obtain product from the most advantageous vendor/location. In making this determination, the Department will consider availability of product and proximity of vendor to project to minimize hauling costs and/or assure that the product quality is not compromised by excessive travel time.

INSURANCE

Bidders shall carry insurance as required in the Standard Terms and Conditions, Section 20. The bidder shall furnish Dane County Highway and Transportation Department **along with the bid** a certificate of insurance showing the type, amount, class of operations covered, effective dates, and expiration dates of policies.

PRICING

Bidders may submit pricing for any one item or combination of items included in this bid. If product price is the same for various locations, only one bid proposal sheet is needed. If product price varies for different locations, please copy the blank form(s) as many times as needed.

GENERAL DESCRIPTIONS - INDIVIDUAL PROJECTS

Dane County intends to install the CTH J box culvert in May of 2022, and the CTH N box culvert in June of 2022, and will provide the selected vendor a minimum of 2 weeks' notice of when each culvert is anticipated to be installed. The Corrugated Aluminum Box Culvert shall be delivered within 72 hours after notification by the Dane County Highway and Transportation Department that the excavation will be ready for installation. There shall be a damage claim of \$100 per day for any delay beyond the 72 hour notification. The supplier shall notify the County prior to 3:00 p.m. on the preceding day for delivery on Tuesday thru Thursday, or prior to 3:00 p.m. on the preceding Thursday for delivery on Monday.

The County will provide a machine and an operator to unload each box culvert from the delivery vehicle. The supplier shall coordinate with the operator to provide all other materials required to lift each box culvert from the delivery vehicle.

BID SPECIFICATIONS

Aluminum Box Culvert – CTH J

#	CTH J 07 (0.671 miles west of CTH JJ) Town of Vermont, Section 20 Aluminum Box Culvert	Compliance	
1	HL-93 design for 2,500 psf soil bearing capacity and 3.0' cover and 2.0' Headwall	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2	Fully Assembled Corrugated Aluminum Box Culvert	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3	Span 15' 4" x Rise 6' 5" x 50.0 L.F. with full invert, toe walls per drawing in Attachment A.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4	Culvert is to be delivered assembled or assembled on site to County Road J approximately 0.671 miles west of CTH JJ. *NOTE: If contractor wishes to construct the culvert onsite adjacent to the installation site, they will be responsible for obtaining the temporary easement from the property owner.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
5	Anticipated installation is mid-late May, 2022. Will the culvert be available for installation by mid-late May of 2022? If no, please note in the deviations section the anticipated date of availability.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

BID SPECIFICATIONS

Aluminum Box Culvert – CTH N

#	CTH N 02 (1.017 miles west of CTH X) Town of Albion, Section 30 & 31 Aluminum Box Culvert	Compliance	
1	HL-93 design for 2,500 psf soil bearing capacity and minimum 4.5' cover and 3.0' Headwall	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2	Fully Assembled Corrugated Aluminum Box Culvert	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3	Span 15' 4" x Rise 6' 5" x 50.0 L.F. with full invert, toe walls per drawing in Attachment B.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4	Culvert is to be delivered assembled or assembled on site to County Road N approximately 1.017 miles west of CTH X. *NOTE: If contractor wishes to construct the culvert onsite adjacent to the installation site, they will be responsible for obtaining the temporary easement from the property owner.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
5	Anticipated installation is mid-late June, 2022. Will the culvert be available for installation by mid-late June of 2022? If no, please note in the deviations section the anticipated date of availability.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

PRICE PROPOSAL

VENDOR NAME: _____

Pricing shall be inclusive of all labor, delivery costs and other expenses necessary to provide product in accordance with the specifications and terms and conditions of this bid document and your proposal.

CTH J – Town of Vermont, Section 20

1	Total Cost	
2	Weight of section to be lifted	lbs.
3	Plant Address	
4	Plant Phone #	

To be delivered to: County Road J, Approximately 0.671 miles west of CTH JJ
Town of Vermont, Section 20

PRICE PROPOSAL

VENDOR NAME: _____

Pricing shall be inclusive of all labor, delivery costs and other expenses necessary to provide product in accordance with the specifications and terms and conditions of this bid document and your proposal.

CTH N – Town of Albion, Sections 30 & 31

1	Total Cost	
2	Weight of section to be lifted	lbs.
3	Plant Address	
4	Plant Phone #	

To be delivered to: County Road N, Approximately 1.017 miles west of CTH X
Town of Albion, Sections 30 & 31