



**DANE COUNTY
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION**

REQUEST FOR BID (RFB)

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

BID NUMBER: 122018

BID TITLE: Native Seeds

**BID DEADLINE: January 14, 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)294-0002
Hidalgo.Carmen@countyofdane.com
www.danepurchasing.com

BID SUBMISSION CHECKLIST

- Update Vendor Registration
- Read Entire Bid Document

Completed Bid Packet

- Section 1 – Vendor Information
- Section 2 – Bid Specifications
- Attachment A – Price Proposal

- Upload Bid Response to Purchasing Bid Dropbox

DATE ISSUED | December 21, 2021

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

Native Seeds

#		Spec Compliance	
1	General Specifications		
2	Seeds should have an origin of within 200 miles of Madison WI. Lat. Long- 43.093609938814566, -89.30968138988791	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3	Germ/TZ must be greater than 60%, purity must be greater than 80% and weed seed must be less than 1%. The exemption is June grass and Cord grass seed that must meet 50% germination, and there is no purity requirement for submitting a bid for June and Cord grass.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4	If unable to provide requested species, alternative seed species and species origin are offered (on Price Proposal)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
5	If species is limited in quantity – maximum purchase weight provided (on Price Proposal)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
6	Price on Price Proposal are dollar per Pure Live Seed (PLS) pound	<input type="checkbox"/> YES	<input type="checkbox"/> NO
7	Delivery	Spec Compliance	
8	Seeds will be delivered to 4318 Robertson Rd. Madison WI 53714	<input type="checkbox"/> YES	<input type="checkbox"/> NO
9	Seed are to be delivered to the above address by February 1, 2022	<input type="checkbox"/> YES	<input type="checkbox"/> NO
10	If seeds are unavailable on February 1, alternative date is listed (on Price Proposal)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
11	Seeds are to be delivered as individual packages (can be shipped together in a box, but must be separated in their own containers or bags)	<input type="checkbox"/> YES	<input type="checkbox"/> NO

**PRICE PROPOSAL
Attachment A**

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.