



**DANE COUNTY  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION**

**REQUEST FOR BID (RFB)**

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

**BID NUMBER:** **122062**

**BID TITLE:** **Aluminum Box Culvert –  
CTHV**

**BID DEADLINE:** **July 21, 2022  
2:00 p.m. (CST)**

**SUBMIT BID TO:** **Purchasing Bid Dropbox**  
[www.danepurchasing.com](http://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](mailto:hidalgo.carmen@countyofdane.com)  
[www.danepurchasing.com](http://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** | June 23, 2022

**VENDOR INFORMATION**

**VENDOR NAME:** \_\_\_\_\_

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

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

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

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

Fair Labor Practice Certification <i>(Reference General Guidelines #1.9)</i>
<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 Culvert – CTH V 02 1.989**

**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 V box culvert in September of 2022. 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 V 02 1.989**

#	CTH V 02 (1.989 miles east of Lueth Road) Town of Dane, Section 20 Aluminum Box Culvert	Compliance	
1	HL-93 design for 2,500 psf soil bearing capacity and 2.5' cover at centerline of road, and 2.0' min cover at edge of pavement and 1.0' 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 12' 7" x Rise 5' 10" x 58.0 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 V approximately 1.989 miles east of Lueth Road. *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 September, 2022. Will the culvert be available for installation by mid-late September of 2022?  If no, please note in the deviations section the anticipated date of availability.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

<p align="center"><b>SPECIFICATION DEVIATIONS</b></p>
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Check One:

- No deviations from bid specifications
- Deviations from the bid specifications are present – see list below

**Item #**

**Deviation Explanation**

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**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 V – Town of Dane, 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 V, Approximately 1.989 miles east of Lueth Road  
Town of Dane, Section 20