

INVITATION TO BID

Delivered Aggregate Materials for 2017

POSTED: December 5, 2016

Bid #: 17-0025

BIDS DUE: MONDAY, DECEMBER 19, 2016 @ 2:00 PM CST



City of Duluth
411 W. 1st St.
Duluth, MN 55802

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PLANS & SPECIFICATIONS

750-77C3 Washed Sand Specification
750-91A Crushed Rock Specification



Purchasing Division
100 City Hall, 411 W. 1st Street
Duluth, MN 55802-1189
TEL. 218-730-5340 FAX: 218-730-5921
purchasing@duluthmn.gov

INVITATION TO BID

DELIVERED AGGREGATE MATERIALS FOR 2017

BID NUMBER: 17-0025

BID OPENING: MONDAY, DECEMBER 19, 2016 AT 2:00 PM

DESCRIPTION: The City of Duluth is requesting bids for Class V gravel, 3/4-inch washed rock, rip rap and sand. Delivered prices shall be FOB destination; bidder is responsible for material until delivered.

AWARD: Successful bidder will be awarded a blanket order for one year (1/1/17-12/31/17) with two (2) one-year renewal options by mutual agreement. Prices are to remain firm for one year; price changes may be allowed in each subsequent year with verifiable justification for change and a 30-day written notice of change. City may reject any price increase and rebid. Quantities in bid form are estimates only.

BIDS: All bids must be complete, signed, and transmitted in a sealed envelope plainly marked with the bid number, subject matter, and opening date.

Bids may be mailed to the Purchasing Office, City Hall, 411 West 1st Street, Room 100, Duluth, MN 55802 or dropped off in person at the same address.

Bids must be received in Purchasing before 2:00 PM local time on the bid opening date specified on the Invitation for Bids. The City Purchasing Agent or her designee will conduct a public bid opening in Room 100 immediately following receipt of the bids. Once all bids have been reviewed, bid results will be posted at <http://www.duluthmn.gov/purchasing/bids-request-for-proposals/>.

No alternatives to the specification will be considered unless specifically requested. Erasures or other changes to the bid must be initialed and dated, however no special conditions shall be made or included in the bid form by the bidder.

Please note that the following requirements also apply to this project, and any additional required documents must be submitted prior to award/contract execution. Submitting these documents with your bid will assist in expediting the process.

1. **Insurance** – Contractor must provide proof of Public Liability and Automobile Liability Insurance with limits not less than \$1,500,000 Single Limit prior to the commencement of work. The City of Duluth must be named as an additional insured. Please refer to the draft Contract, Section 7.

2. **Affidavit of Non-Collusion** – The successful bidder shall be required to execute the attached affidavit stating that he/she has not entered into a collusive agreement with any other person, firm, or corporation in regard to any bid submitted.

The City of Duluth reserves the right to split the award where there is a substantial savings to the City, to waive informalities and to reject any and all bids. Do not include sales tax in the unit price. Price may not be the only consideration for bid award. Bids must be firm for a minimum of 60 days.

CITY OF DULUTH

Amanda Ashbach
Purchasing Agent

BID FORM
BID # 17-0025
DELIVERED AGGREGATE MATERIALS

ITEM	PRICE
See Exhibit A	\$
	\$
	\$
TOTAL	\$

TOTAL PRICE IN WRITING

ACKNOWLEDGMENT OF ADDENDA

ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE

Signature _____ Date _____

Name/Title _____

Company Name _____

Address _____

City, State, Zip _____

Tel. _____ E-Mail _____

If your organization is certified as a Disadvantaged Business Enterprise, please check here: ☐

Vendor Name: _____

EXHIBIT A

Material	Delivery/Pricing Details	Estimated Quantity	UOM	Unit Price	Total Price
<u>Class V Gravel per 2016 MN DoT Spec 3138.2.B, gradation per table 3138-3.</u>					
Quarry Location: _____					
	Material Only, no delivery	26,000	Ton	\$	\$
<u>Delivery per Ton, no material included:</u>					
	Garfield Ave Service Center (deliveries upon request)		Ton	\$	\$
	Zone 1: McCuen St to Central Ave (far west)		Ton	\$	\$
	Zone 2: Central Ave to 21st Ave W		Ton	\$	\$
	Zone 3: 21st Ave W to 21st Ave E		Ton	\$	\$
	Zone 4: 1st Ave E to Hwy 61		Ton	\$	\$
	1123 Mesaba Ave Contact Bruce Kellerhuis (730-4463)		Ton	\$	\$
	105 N. 40th Ave. W Contact Bob LeDoux (730-4476)		Ton	\$	\$
	2407 Commonwealth Ave Contact Bob LeDoux (730-4476)		Ton	\$	\$

<u>3 / 4-inch Washed Crushed Rock per City of Duluth Spec 750-91a dated April 19, 2002, attached.</u>					
Quarry Location: _____					
	Material Only, no delivery	1,000	Ton	\$	\$
<u>Delivery per Ton, no material included:</u>					
	Garfield Ave Service Center (deliveries upon request)		Ton	\$	\$

Rip Rap per 2016 MN Dot Spec 3601.2, including Table 3601-1

Quarry Location: _____

Material Only, no delivery

500

Ton

\$

\$

Delivery per Ton, no material included:**Garfield Ave Service Center (deliveries upon request)**

Ton

\$

\$

Bedding sand per 2016 MN DoT Spec 3149J.2. and Table 3149-12

Quarry Location: _____

Material Only, no delivery

500

Ton

\$

\$

Delivery per Ton, no material included:**Garfield Ave Service Center (deliveries upon request)**

Ton

\$

\$

Washed sand per City of Duluth Spec 750-77C3 dated May 30, 2000, attached

Delivery to be made from 8/1 to 8/31 each year. Certified scale required.

Quarry Location: _____

Material Only, no delivery

10,670

Ton

\$

\$

Delivery per Ton, no material included:**1123 Mesaba Ave**

Contact Bruce Kellerhuis (730-4463)

Ton

\$

\$

105 N. 40th Ave. W

Contact Bob LeDoux (730-4476)

Ton

\$

\$

2407 Commonwealth Ave

Contact Bob LeDoux (730-4476)

Ton

\$

\$

NOTES:

- 1 Certified scale required.**
- 2 Washed sand product water content will be measured per spec and sieve testing.**
- 3 One cubic yard = 1.4 ton or 2800 lbs.**
- 4 All categories are for estimated usage and may vary up or down.**
- 5 Any failed load in any category is the responsibility of the vendor to truck back.**



GENERAL BID SPECIFICATIONS

1. General. This document covers bids requested by the City of Duluth ("City"), including those requested on behalf of its Agents and Authorities. Each authority may issue their own purchase order or contract and will be responsible for it. The City of Duluth Authorities are as follows:
 - a. Duluth Airport Authority
 - b. Spirit Mountain Recreational Area Authority
 - c. Duluth Entertainment and Convention Center
 - d. Duluth Transit Authority
 - e. Duluth Economic Development Authority
 - f. Duluth Housing and Redevelopment Authority
 2. Instruction to Bidders. All bids must be complete, signed, and transmitted in a sealed envelope plainly marked with the bid number, subject matter, and opening date.

Bids may be mailed to the Purchasing Office, City Hall, 411 West 1st Street, Room 100, Duluth, MN 55802 or dropped off in person at the same address. Bids must be received by Purchasing before 2:00 PM local time on the date specified. Bids will not be accepted via e-mail unless specifically stated in the Invitation for Bids.
 3. Preparation of Bids. Erasures or other changes to the bid must be initialed and dated, however no special conditions shall be made or included in the bid form by the bidder.

At the time of the opening of bids, each bidder will be presumed to have read and to be thoroughly familiar with the plans, specifications and contract documents (including all addenda). The failure or omission of any bidder to examine any form, instrument, or document shall in no way relieve the bidder from any obligation in respect to their bid.
 4. Bidder Questions. Responses to general questions regarding the Invitation for Bids may be made at the discretion of the City. Every request for such interpretation should be in writing and delivered via e-mail or postal mail to the Purchasing Division before the deadline indicated on the Invitation for Bids, or if no deadline is specified, at least five (5) days prior to the scheduled bid opening. Responses will be issued in writing in the form of an Addenda or e-mail to prospective bidders.
 5. Non-Collusion Clause. By submitting a bid, the bidder, their agent and/or employee(s) hereby affirm that the attached bid or bids have been arrived at by the bidder independently and have been submitted without collusion with, and without agreement, understanding or planned common course of action with any other vendor of materials, supplies, equipment or services described in the Invitation for Bids, designed to limit independent bidding or competition
 6. Bidder Qualifications. Per Sec 41.23(e) of Duluth City Code, price may not be the only consideration for award. The City will make such investigations as deemed necessary to determine the ability, capacity and skill of the bidder to perform the work and perform it in the time specified without delay or interference, the character, integrity, reputation, judgment, experience and efficiency of the bidder, the quality of the bidder's performance of previous contracts or services, and the sufficiency of the financial resources, equipment available and ability of the bidder to perform the contract.
- Bidders shall furnish to the City all such information and data for this purpose, when requested.
- The City reserves the right to reject any bid if the evidence obtained by the City through such investigation fails to satisfy the City that the bidder is properly qualified to carry out the obligations of the contract and to complete the work as required by the plans and specifications.
7. Award. Award, if made, will be to the responsible bidder submitting the lowest bid which complies with the conditions of the Invitation for Bids and specifications. A bid summary will be posted on the City website immediately following the bid opening. Awards for construction services and parts /supplies over \$100,000 must be approved by City Council.
 8. Rejection of Bids. The City of Duluth reserves the right to reject any and all bids and to waive any informalities in bids received whenever such rejection or waiver is in its interest.
 9. Liquidated Damages for Failure to Enter into Contract. The successful bidder, upon their failure or refusal to accept a purchase order or execute and deliver the contract, proof of insurance and bonds required within 10 days after receipt of a notice of the acceptance of their bid, shall forfeit to the City, as liquidated damages for such failure or refusal, the security deposited with their bid (if required).
 10. Equal Employment Opportunity. Contractor will be required to comply with all applicable Equal Employment Opportunity (EEO) laws and regulations. Affirmative action must be taken to insure that the employees and applicants for employment are not discriminated against because of their race, color, creed, sex or national origin. The City of Duluth is an equal opportunity employer.
 11. Quantities. The City reserves the right to increase or decrease the quantities of items as required, unless otherwise noted.
 12. Prevailing Wages. Per Sec 2-26 of Duluth City Code, payment of not less than the prevailing wage and salary rates specified in the contract documents and the conditions of employment with respect to certain categories and classifications of employees is required for all "Public Works" type projects estimated to exceed \$2,000. This does not apply to off-site production and manufacturing of parts and supplies.

The rates set forth under the General Conditions are the minimums to be paid during the life of the contract. It is therefore the responsibility of bidders to inform themselves as to local labor conditions, such as the length of work day and work week, overtime compensation, health and welfare contributions, labor supply, and prospective changes or adjustments of rates.
 13. Validity of Bids: All bids must remain firm for 60 days from the date of bid opening, unless another period is noted in bid documents or if an extension is agreed upon, in writing prior to the end of the 60-day period.
 14. Insurance. All vendors doing work on City property, except vendors making routine deliveries, shall submit an insurance certificate verifying insurance coverage as per current city requirements.

FIRM NAME: _____

Date: May 30, 2000
Spec. #750-77C3

CITY OF DULUTH
MINIMUM SPECIFICATIONS FOR
WASHED SAND

Bids to meet or exceed specifications listed below.

General

All material shall weigh 2,750 lbs. per cubic yard (moisture 3%-6% less acceptable) and be weighed by a state-certified scale. The city reserves the right to award bids on a total bid basis or on an individual site basis.

After award of contract and before commencing work, the contractor must submit a corporate surety performance bond (city form) in an amount of their successful bid; or in lieu of such corporate surety bond, a certified check in an amount equal to the amount of his bid, drawn in favor of the city of Duluth on a bank authorized to transact business in the state of Minnesota. The bond must be approved by the city attorney prior to commencement of work.

Material to be of following gradation:

Sieve Size:	% Passing Sieve:
~~~~~	~~~~~
#3/8 (9.5 millimeters)	100%
#40 (425 micro meters)	0-50%
#200 (75 micrometers)	0-2%

A material stockpile of at least 1,000 cubic yards of specified sand must be available for city inspection by the date requested on bid request form.

Delivery schedule specified on bid request must be adhered to unless written notification to alter the schedule is received prior to commencement date.

Failure to comply with any provision of this specification may be cause for cancellation of any resulting purchase orders and award to the next highest bidder. Defaulting supplier will be responsible for all additional costs incurred by the city to procure said sand.



## **AFFIDAVIT AND INFORMATION REQUIRED OF BIDDERS**

Affidavit of Non-Collusion:

I hereby swear (or affirm) under penalty of perjury:

- 1) That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the bidder is a corporation);
- 2) That the attached bid or bids have been arrived at by the bidder independently and have been submitted without collusion with and without agreement, understanding, or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid, designed to limit independent bidding or competition;
- 3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids and will not be communicated to any such person prior to the official opening of the bid or bids;
- 4) That a family relationship between a City of Duluth employee and bidder/proposer are in non-collusion; and
- 5) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

Signed: _____

Firm Name: _____

Subscribed and sworn to me before this _____ day of _____, _____

NOTARY PUBLIC _____

My commission expires: _____

Bidder's Federal Identification Number _____

CITY OF DULUTH  
MINIMUM SPECIFICATIONS FOR  
WASHED CRUSHED ROCK

Course filter aggregate, 3/4-inch washed crushed rock.

Course filter aggregate MN DoT Spec 3149 H.

Material shall meet the following minimum specification:

<b>Table 3149-10</b>	
<b>Coarse Filter Aggregate Gradation Requirements</b>	
<b>Sieve Size</b>	<b>Percent Passing</b>
1 in [25 mm]	100
3/4 in [19 mm]	85 – 100
3/8 in [9.5 mm]	30 – 60
No. 4 [4.75 mm]	0 – 10

2451.511 course filter aggregate loose volume, cubic yard.