

OUTAGAMIE COUNTY
REQUEST FOR BID
FOR
RELINING & RESURFACING OF BALER
AT
DEPARTMENT OF RECYLCING AND SOLID WASTE

Due Date: February 26, 2020 – 2:00 p.m. CT

1.0 **Introduction and Background**

The Outagamie County Department of Recycling and Solid Waste has a baler that is used in the Material Recovery Facility (MRF) that needs to be relined and resurfaced.

2.0 **Scope of Work**

The contractor will be responsible for all materials and labor to reline an IPS TR1388 baler. The relining will consist of all four sides of the gathering chute and the ejector chute. The face and bottom of the gathering platen and the ejector platen will be resurfaced. All parts used must be OEM.

3.0 **Site Visit**

There will not be a formal site visit. If you would like to see the baler and the current condition, contact Jeff Tetzlaff (information in Section 10.0) to schedule a time. Contractors just showing up to see the baler without an appointment will not be accommodated.

4.0 **Project Completion**

The contractor must complete the project in one weekend. The contractor will be given access to the baler at 3:00pm CT Friday and the baler must be fully complete and ready for use by 6:00am CT Monday morning.

It is anticipated a contract will be issued by March 13, 2020. Project shall be completed by May 18, 2020. Failure to achieve final completion by May 18th will result in a \$250 per day liquidated damages penalty payable to Outagamie County.

5.0 **Bid and Performance Bond**

Each bid submitted must be accompanied by a bid bond prepared on the surety's standard form duly executed by the bidder as principal and having as surety thereon a surety company licensed in the State of Wisconsin, in the amount of five percent (5%) of your total bid price, payable to the owner as a guarantee that if the bid is accepted, the successful bidder will execute and file with the owner within ten (10) business days from the date the lowest responsible bidders bid is accepted, the required insurance certificate, a performance bond and a labor and material payment bond, for the faithful performance of this project, and for the complete payment of all persons either performing labor or furnishing materials for the completion of this project. If the bidder fails to file such certificate and bonds within ten (10) days from the acceptance, the bid security shall be forfeited to the owner as liquidated damages. If you submit more than one bid, you need only to submit one bid bond in the amount of five percent (5%) of your highest bid price. Attorney's-in-fact who sign bid bonds, performance bonds, labor and material payment bonds must file with each bond a certified and currently dated copy of their power of attorney. **Failure to submit a bid bond will result in the rejection of your bid.**

The awarded contractor will be required to obtain a performance and payment bond equal to the contract sum.

6.0 **Tax Exemption - Materials**

Effective January 1, 2016 all materials used on this project are tax-exempt under Wisconsin State Statute 77.54(9m).

7.0 AIA Document

AIA Document A101-2017 with owner revisions and associated General Conditions will be the only contract which is used.

8.0 Insurance and Indemnification

See Attachment A for the requirements of the awarded bidder. This form must be completed and returned with your bid. However, only the awarded contractor will need to supply their Certificate of Insurance.

9.0 Bid Submittal

Include the following –

Bid Form

Completed Attachment A as referenced in Section 8.0

Bid Bond

References of minimum of three and maximum of five similar projects

10.0 Contact Information

All requests for further information should be directed in writing as follows:

Site Information

Jeff Tetzlaff

Maintenance Supervisor

(920) 832-2169

Jeff.Tetzlaff@outagamie.org

Bidding Procedure & Award Information

Nicole Schoultz

Procurement Coordinator, Outagamie County

(920) 832-6083

Nicole.Schoultz@outagamie.org

11.0 Clarification and/or Revisions to the Specifications and Requirements

Bidder must examine the documents carefully and before submitting a Bid, may request additional information or clarification. A Bidder's failure to request additional information or clarification shall preclude the Bidder from subsequently claiming any ambiguity, inconsistency, or error.

The County is relying on the bidder to provide its professional (experience and expertise with regard to industry standards for the project being bid). If bidder believes specifications are not within industry standards, bidder must bring its objection or concern to the County's attention.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addendum prior to the Bid due date, such responses will be published on the County's website for all bidders to view. Bidders should rely only on the representations, statements or explanations that are contained in this document and any written addendum to this document. Where there appears to be a conflict between the document and any addendum issued, the last addendum issued will prevail.

It is the Bidder's responsibility to assure receipt of all addenda. All documents will be

posted online at www.outagamie.org then Bids / Proposals. In addition, Bidder(s) may inspect the documents in the County's Purchasing Department. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

12.0 County Reservation

- a. This bid request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a proposal in response to this bid.
- b. The bid will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The bidder shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
- d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
- e. Outagamie County has the sole discretion and reserves the right to cancel this bid and to reject any and all bids received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
- f. Outagamie County reserves the right to request clarifications for any bid.

13.0 Closing Date

Outagamie County will receive sealed bids up to 2:00 p.m. CT February 26, 2020. Late bids will not be accepted.

Deliver or mail bids to –

Outagamie County Government Center
Attn: Nicole Schoultz - Purchasing
320 S Walnut St
Appleton, WI 54911

The sealed envelope containing your bidder shall show the name of the bidder and must be clearly marked "**Bid – Baler Relining**". Any bid or unsolicited amendments to a bid received after the closing date and time will not be considered.

Bids will be publically read at 2:05 PM CT February 26th in the Purchasing Department.

14.0 Fax or Email of Bids

Fax or email bids are not acceptable.

15.0 Method of Procurement

The method for this procurement is competitive sealed bid, pursuant to §66.0901 and Chapter 22 and 50 of the Outagamie County Code of Ordinances.

OUTAGAMIE COUNTY BID FORM
Baler Relining

Bid Due: February 26, 2020 2:00 p.m. CT

Mail / Delivery Bids To: Outagamie County Government Center
Attn: Nicole Schoultz – Purchasing
320 S Walnut St
Appleton, WI 54911

LUMP SUM BASE BID \$ _____

Include all information as requested in Section 9.0

Acknowledgement of Addendum(s)

Addendum _____ Date Issued _____

Firm Name: _____

Authorized Signature: _____

Print name: _____

Title: _____

Date: _____

Address: _____

Telephone: _____

E-mail: _____