



Elmore County Annual Competitive Bid



INVITATION TO BID

INQUIRY 2020-16

PORTLAND CEMENT – TANKER LOAD

NOTICE IS HEREBY GIVEN that the Elmore County Commission shall receive and open sealed bids for the purchase of zero (0) or more items of **Inquiry 2020-16 Portland Cement – Tanker Load**, at the Elmore County Highway Department located at 155 County Shop Road, Wetumpka, AL 36092 until 10:00 AM CST, Wednesday, February 19, 2020. Bid specifications are available at the Elmore County Highway Department, the County's website (<http://www.elmoreco.org>) and the Associations of County Commission Website (<http://www.alabamacounties.org>).

Sealed bids will be received by the Purchasing Agent at the Highway Department in Wetumpka, Alabama until 10:00 AM, CST, February 19, 2020 and then opened as soon thereafter as possible. Bidders and any others are invited to attend the bid opening.

THE INVITATION PACKAGE

The invitation package for **Inquiry 2020-16 Portland Cement – Tanker Load**, includes: this Invitation to Bid and Bid Submittal Form which includes Bid Specifications and the Bid Sheet to be used in the submittal of all bids. Bidders should verify that they have received all pages of the invitation package. If there are any omissions, the bidder should contact the Deputy Chief Engineer at (334) 567-1162 to request missing pages. It is the responsibility of the bidder to make this request in sufficient time to prepare and submit the bid in time for the bid opening.

Bidders should carefully read and comply with all parts of the invitation package, including all attachments and/or any addendum.

PREPARING AND SUBMITTING BIDS

All bids must be typed or hand written in ink on the attached Bid Submittal Forms. **The completed Bid Submittal Form shall be placed in front of and separated from all other documents included in the bid packet, such that it will be the first document viewed upon opening the bid packet.**

Bids submitted in pencil and bids not submitted on the Bid Submittal Form will **not** be considered. Only information contained on the Bid Submittal Form or herein requested or required will be considered in evaluating bids.

The Bid Submittal Form and all required documentation shall be forwarded to the Elmore County Highway Department in a sealed envelope with **Inquiry 2020-16 Portland Cement – Tanker Load**, clearly marked on the outside of the envelope. Envelopes containing a "no bid" shall also include the words "NO BID" on the outside of the envelope. Facsimiles and e-mails will not be accepted. Bids submitted by "Express/Overnight" services must be in a separate inner envelope or package sealed and identified as stated above. All bids must be received in the Office of Deputy Chief Engineer prior to the bid opening. Bids received after the deadline will be returned unopened.

All bids should be mailed or hand-delivered to:

Elmore County Highway Department
Attention: Luke McGinty- Deputy Chief Engineer
155 County Shop Road
Wetumpka, AL 36092



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BID SPECIFICATIONS

The specifications for **Inquiry 2020-16 Portland Cement –Tanker Load** are attached hereto and at <http://www.elmoreco.org> and <http://www.alabamacounties.org>. Any use of specific names and/or model numbers in the attached specifications is not intended to restrict the bidder or any seller or manufacturer, but is included solely for the purpose of indicating the type, size, and quality of materials, product services, or equipment considered best adapted to the use of Elmore County. Any reference to the Alabama Department of Transportation (ALDOT) Standard Specifications for Highway Construction shall mean the current non-metric edition.

BIDDER QUALIFICATIONS

All bidders and program participants must be in compliance with any applicable federal, state, county and municipal laws, regulations, resolutions and ordinances, including but not limited to, licensing, permitting, and taxation requirements. All bidders should be prepared to submit evidence or documentation as proof that they are properly licensed and permitted under any applicable laws upon request. Such evidence or documentation may be submitted with the bid.

All bidders shall provide proof that they are in compliance with the e-verify requirements of Alabama's Immigration Law (Ala. Code § 31-13-1 et seq., as amended by Act No. 2012-491).

All bidders must be on the ALDOT list of approved contractor and material suppliers.

BID AWARD

The Elmore County Commission will serve as the awarding authority for all bids and will award all contracts at a regular meeting of the Elmore County Commission. Any and all bids submitted in compliance with this invitation to bid shall be considered, and award will be made to the lowest responsible bidder meeting bid specifications as determined by the awarding authority in compliance with Alabama law. All factors contained in each invitation package will be evaluated in determining the successful bidder, and any omissions of the stated requirements may be cause for rejection of the bid submitted. The awarding authority reserves the right to reject any and all bids, to waive any informality in bids, and to accept in whole or in part such bid or bids solely at its discretion.

The bids are valid from **February 25, 2020 to September 30, 2020, with the option for mutual agreement to renew for up to two additional years.**

CONTACT REGARDING BIDS AND INVITATION

Contact initiated by a potential bidder with any county official or county employee shall only be as specifically set out in this invitation to bid. Any questions related to the bid or the County Bid Program shall be directed to the office of Deputy Chief Engineer in writing under the procedures set out in this Invitation to Bid. Additionally, a bidder may contact the **Highway Department in writing to request an appointment to review bid specifications following the bid opening. However, there shall be no communication with any county official or county employee regarding this bid between the date of this invitation and the date of bid award.** Any other contact with a county official or employee initiated by a potential bidder regarding this bid between the date of this invitation and the date of bid award shall be deemed as an attempt to unduly influence the bid award and shall be grounds for rejection of the bid submitted by the bidder initiating such other contact.

Any questions or problems related to downloading or obtaining copies of this Invitation to Bid or the specifications should be directed to the Deputy Chief Engineer at (334) 567-1162 or Imechd@elmoreco.org. Any other questions or requests for additional information regarding this invitation or the specifications shall be submitted **in writing** no later than seven (7) days prior to bid opening to:

Elmore County Highway Department
Luke McGinty- Deputy Chief Engineer
155 County Shop Road
Wetumpka, AL 36092



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(334) 567-1162
lmechd@elmoreco.org



BID SUBMITTAL FORM

BID ITEM: INQUIRY 2020-16
PORTLAND CEMENT - TANKER LOAD

Company Name: _____

Address: _____

Bid Submitted by: _____
(Name of company representative)

Title: _____ E-mail address: _____

Phone: _____ Fax: _____

By submitting this bid, we agree: _____ Initials

That the product bid meets the bid specifications for that bid item _____

That the bid price will be honored for the period
from 02/25/2020 to 9/30/2020 with the option to renew for up to two additional years. _____

That items will be picked up from awarded bidder
as described in this bid at the bid price from specified location(s). _____

That the company representative listed above will be the source of
contact for the county. _____

That the bid includes the e-verify documentation required by Alabama law. _____

That we will provide a performance bond upon request. _____

Signature of company representative submitting bid: _____

Title: _____



END OF PROPOSAL