



**FRANKLIN COUNTY
PURCHASING DEPARTMENT
INVITATION FOR BID (IFB) COVER PAGE**

IFB NO: 201759

TITLE: Road Salt

Bid Schedule & Deadlines:

October 11, 2017	Bid Release Date
October 11, 18, 25, 2017	Advertising Period
October 27, 2017, 2:00 pm	Deadline for Submitting Questions
November 6, 2017 at 9:00 AM	Deadline to Submit Bids
November 6, 2017 at 10:00 AM	Bid Opening Date I Time

BID responses must be received no later than "Deadline to Submit Bids"
November 6, 2017 at 9 am

**Awarding is good for one year, January 1, 2018 through December 31, 2018. **

Kathy Hardeman, Purchasing Agent, Phone: 636-583-6356

Ann Struttmann, Assistant Purchasing Agent, Phone: 636-584-6279

Email: purchasing@franklinmo.net

Submittal Instructions: Print this BID Packet in its entirety and complete all pages per instructions. Print the SEALED BID LABEL found in Attachment 1 of this packet and attach to the front of your envelope.

BID SUBMISSION CHECKLIST

_____ I have reviewed the bid schedule and deadlines, located on the IFB cover page

_____ I have read ALL Terms and Conditions and Bid documents closely

(Located at www.franklinmo.org/bidopps)

THE ITEMS LISTED BELOW ARE THE REQUIRED DOCUMENTATION FOR SUBMITTING A BID

USE THESE FORMS ONLY

_____ IFB Cover page

_____ Contractual Terms and Conditions Acknowledgement (page 5)

_____ Affidavit for Work Authorization is completed and Notarized (page 6&7)

_____ Current, signed W-9 is included in Bid (page 8)

_____ Completed Affidavit of Paid Property Taxes and Notarized (page 9)

_____ Completed Vendor Information Request and Website Information Forms (page 10&11)

_____ Bid Pricing Form completed and signed (page 12)

_____ I have one original and two copies that are labeled accordingly

_____ Envelope is sealed and label attached (page 13)

SCOPE OF WORK

This section of the IFB includes requirements as well as desirable attributes and provisions relating specifically to the scope of work requirements of the Franklin County Entity. The contents of this section include mandatory requirements that will be required of the successful bidder and subsequent contractor. The bidder is requested to provide responses to the requirements/desired attributes in this section pursuant to the directions identified herein. The bidder's response, whether responding to a mandatory requirement or a desired attribute, shall be binding in the event the bid is accepted by Franklin County. The bidder must provide all costs necessary to meet the mandatory requirements and the fulfillment of any desirable attributes by the bidder (if any) in the appropriate section of Pricing, page 12-13 of IFB.

SPECIFIC REQUIREMENTS

1.0 DESCRIPTION.

1.1 The work shall consist of supplying, hauling and dumping into stockpiles the road salt (sodium chloride), with anti-caking additive.

1.2 This specification covers sodium chloride, obtained from natural deposits (rock salt) or produced by man (evaporated, solar, other) for use as a de-icer for maintenance purposes.

2.0 MATERIAL .

2.1 Chemical Composition. The minimum percent sodium chloride (NaCl) shall be as follows for the material ordered, when tested in accordance with MoDOT [Test Method T32](#).

<u>Name</u>	<u>Minimum % NaCl</u>
95% Sodium Chloride	95

2.2 Gradation. The gradation shall conform to the following requirements:

<u>Sieve Size</u>	<u>Percent Passing (by weight)</u>
1/2 inch	100
3/8 inch	95 - 100
No. 4	15 - 95
No. 8	5 - 65
No. 30	0 – 15

2.3 Condition. The sodium chloride shall arrive at the delivery point in a free-flowing and usable condition.

2.4 Moisture. The moisture content at the delivery point shall not exceed 2.0 percent based on dry weight.

2.5 Foreign Material. Sodium chloride shall be relatively free from any foreign material at the delivery point. Residue from truck beds such as coke, grain, or other materials not germane to sodium chloride will be cause for rejection. Any oversize foreign material will result in immediate rejection.

3.0 PACKAGING. See special provision in attachment 2

4.0 ACCEPTANCE. See special provision in attachment 2

5.0 PAYMENT See special provision in attachment 2

CONTRACTUAL TERMS AND CONDITIONS ACKNOWLEDGEMENT

The undersigned Vendor/Contractor has read, understood, and accepted the Terms and Conditions as published in the Vendor Information Packet on the Franklin County Official Website located at:

<http://www.franklinmo.org/bidopps>

All terms and conditions as stated shall be adhered to by Vendor/Contractor upon acceptance of contract. Vendor/Contractor enters into this agreement voluntarily, with full knowledge of its effect.

Vendor/Contractor Signature

Date

Vendor/Contractor Name and Title

AFFIDAVIT OF WORK AUTHORIZATION

(Continued)

CURRENT BUSINESS ENTITY STATUS

I certify that _____ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above.

Authorized Business Entity Representative's Name (Please Print)	Authorized Business Entity Representative's Signature
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Business Entity Name	Date
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As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- Enroll and participate in the E-Verify Federal Work Authorization Program (Website: <http://www.dhs.gov/e-verify>; Phone: 888-464-4218 Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify Federal Work Authorization Program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	<input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number																																								
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*
- By signing the filled-out form, you:
- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
 - Certify that you are not subject to backup withholding, or
 - Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
 - Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

AFFIDAVIT OF PAID PROPERTY TAXES

I certify that _____ (Business name) does not owe any unpaid personal or real estate taxes to Franklin County for either the current tax year or prior years.

Authorized Representative's Signature

Printed Name

Title

Date

Subscribed and sworn to before me this _____ of _____, I am
Day Month, Year

commissioned as a notary public within the County of _____, State of
_____ and my commission expires on Date

Signature of Notary

Date

VENDOR REQUEST FOR INFORMATION

Company Name _____

Mailing Address _____

Phone number _____

Contact Name _____

Contact Name Title _____

Email Address _____

May we send Bid Packet and Bid Information via email? _____

WEBSITE INFORMATION

Does your company have a website? _____

If yes, please provide the website address below:

Can products be ordered from the website? _____

Can we receive the pricing you have quoted us when ordering from the website?

What form of payment is accepted on the website?

BID PRICING FORM

201759 ROAD SALT

REQUIRED PRICING

The bidder shall complete the following pricing table and provide firm, fixed pricing necessary to meet the mandatory requirements of the IFB.

FRANKLIN COUNTY HIGHWAY DEPARTMENT

2018 ROAD SALT BID SHEET

Delivery Locations

Entity	Location	Units	Quantity	Unit Price	Total
Franklin County	1360 Riverview Dr. Union, MO 63084	TN	900		
Franklin County	4987 Highway ZZ Gerald, MO 63037	TN	900		
Franklin County	7431 Elmont Road Sullivan, MO 63080	TN	900		
Franklin County	K and Old K St. Clair, MO 63077	TN	900		
Gerald	103 Beck Street Gerald, MO 63037	TN	25		
New Haven	205 Industrial Drive New Haven, MO 63068	TN	50		
Pacific	77 Cedar Field Road Pacific, MO 63069	TN	200		
Sullivan	Maddox Drive Sullivan, MO 63080	TN	600		
Union	202 West Brown Street Union, MO 63084	TN	300		
Washington	4 Chamber Drive Washington, MO 63090	TN	1,000		

BID PRICING FORM - Continued

201759 ROAD SALT

REQUIRED PRICING

The bidder shall complete the following pricing table and provide firm, fixed pricing necessary to meet the mandatory requirements of the IFB.

FRANKLIN COUNTY HIGHWAY DEPARTMENT

2018 ROAD SALT BID SHEET

Entity	Location		Units	Quantity	Unit Price	Total
Delivery Locations						
Sullivan S.R.D.	1056 North & South Road Sullivan, MO 63080	TN	60			
Union S.R.D.	703 Old County Farm Rd Union, MO 63084	TN	20			
Washington S.R.D.	1081 Clay Street Washington, MO 63090	TN	200			
St. Clair	530 Park Drive St. Clair, MO 63077	TN	125			
Total Bid:						

Company Name _____

Authorized Signature _____

Printed name and title _____

Franklin County reserves the right to request supporting documentation for the proposed pricing. In addition, it may be necessary to evaluate the bidder's expertise and experience in order to award a bid. Franklin County reserves the right to request reference information and/or proof of expertise if necessary.

ATTACHMENT 1

SEALED BID LABEL

PLEASE ATTACH LABEL TO OUTSIDE OF BID PACKAGE

SEALED BID RESPONSE ENCLOSED

DELIVER TO:

Purchasing Department
400 East Locust St, Rm 206
Union, MO 63084

BID # 201759 DATE: 11/06/2017

DESCRIPTION: ROAD SALT

Vendor Name: _____

Vendor Address: _____

ATTACHMENT 2

SPECIAL PROVISIONS

3.1 The sodium chloride shall be delivered in bulk lots.

3.2 The supplier shall furnish the truck driver a copy of the bill of lading, manifest, or truck ticket to be delivered to the representative personnel, prior to unloading, showing the following information regarding the shipment:

- (a) Consignee.
- (b) Destination.
- (c) Type of Material (including the percent Sodium Chloride).
- (d) Purchase Order Number.
- (e) Truck number and weights of truck before and after loading.
- (f) Date loaded.
- (g) Name and Location of the Source.
- (h) A Certification Statement.

3.2.1 The certification statement shall be signed by an authorized representative of the Supplier and substantially as follows: "This certifies that the Sodium Chloride in this shipment complies with Franklin County Highway Department specifications and the weights shown hereon were obtained on scales approved by and/or certified by the State of Missouri and are correct within the specified scale requirements."

3.2.2 Scales shall have been calibrated within the six month period immediately prior to any material being delivered or any time the Franklin County Highway Department representative has cause to question the accuracy of the scale. A scale acceptance shall be based on one of the following:

- (a) A valid certification or seal of approval by the Division of Weights and Measures of the Missouri Department of Agricultural will be acceptable.
- (b) A valid certification or seal of approval by a State of Missouri duly appointed "sealer of weights and measures" in cities or counties of seventy-five thousand populations or more will be acceptable.
- (c) Certification of calibration from a commercial scale service company showing that the scale meets the requirements of these specifications. The Supplier shall furnish the certification of calibration to the Franklin County Highway Department's representative.

3.3 Delivery shall be made to the locations designated hereafter, and shall begin within ten (10) days of the "Notice to Proceed" as issued by the Highway Administrator or City Administrator.

3.3.1 A representative of the receiving entity shall be present at the delivery site for all deliveries and no material will be accepted that has been delivered in their absence. No deliveries shall be made on Saturday, Sundays, or any official holiday, unless approved by the Highway Administrator or City Administrator. State and County Holidays will be provided upon request.

3.3.2 All deliveries shall be coordinated with the Highway Administrator or City Administrator who shall be given 1 week notice prior to the beginning of delivery. **The successful bidder is hereby notified that each entity may not have sufficient space to accept their full order at one delivery, and each reserve the right to call for delivery as space is available.**

3.4 The successful bidder will not be required to provide dozers, loaders, motor graders, or other equipment for shaping of stockpiles or for constructing ramps or runways for dumping.

4.1 A lot shall consist of that quantity of material ordered for delivery to one location at one time. It shall be sampled and tested prior to intermixing with material on hand.

4.2 Acceptance of the material will be based on satisfactory compliance with this specification as determined by samples and inspection deemed necessary by the representative at the delivery site.

4.3 If samples fail to meet the material requirements on the basis of an initial sample, two additional samples shall be taken from the lot and tested. Both of the additional samples must meet the requirements, or the lot will be rejected. Rejected product will be returned at the bidder's expense.

4.4 The department will not accept loads which exceed the legal limits. Overweight loads that are emptied before rejection will have the tonnage in excess of the legal weight deducted from the invoice.

4.5 In addition to other requirements, 95% Sodium Chloride material shall be specifically delivered to a location designated by receiving personnel, and any contamination with existing lower percentage sodium chloride salt as a result of delivery will be cause for rejection or payment at the lower sodium chloride content salt rate, at the department's option.

5.1 No federal or state tax shall be included.

5.2 Payment will be made at the price per ton herein of road salt (sodium chloride) delivered to the stockpile. The contractor shall invoice the receiving entity with the invoice showing the date of delivery, the ticket number, the net weight of the load and the delivery site. Billing address of each entity is as follows:

Franklin County Highway Department, Ron Williams, Highway Administrator, 400 East Locust Street, Room 003A, Union, MO 63084, telephone 636-583-6361

City of Gerald, June Hungler, City Clerk, PO Box 59, Gerald, MO 63037, telephone 573-764-3340

City of New Haven, Lori Quick, City Administrator, P.O. Box 236, New Haven, MO 63068, telephone 573-237-2349

City of Pacific, Steve Roth, City Administrator, 300 Hoven Drive, Pacific, MO 63069, telephone 636-271-0500

City of Sullivan, J.T. Hardy, City Administrator, 210 West Washington Street, Sullivan, MO 63080 telephone 573-468-4612

City of Union, Russell Rost, City Administrator, 500 East Locust Street, Union, MO 63084 telephone 636-583-3600

City of Washington, Tony Bonastia, Street Superintendent, 405 Jefferson Street, Washington, MO 63090 telephone, 636-390-1037

Sullivan Special Road District, Charlie Clonts, Secretary, 1056 North and South Road, Sullivan, MO 63080, telephone 314-603-9085

Union Special Road District, Dave Bailey, Commissioner, 904 Clearview Rd., Union, MO 63084, telephone 636-583-2405

Washington Special Road District, Ed Fischer, Commissioner, 3874 Mealer Lane, Washington, MO 63090, telephone 636-6239-2981

City of St. Clair, Jason Ivie, Public Works Director, 1 Paul Parks Drive, St. Clair, MO 63077 telephone 636-629-0333