



REQUEST FOR BIDS

FOR

Crushed Surfacing Top Course

February 5, 2016

**CITY OF WALLA WALLA
REQUEST FOR BIDS FOR CRUSHED SURFACING**

The following "Instructions to Bidders," and "Bid Proposal" are for materials to be used by the City of Walla Walla Public Works Department.

The venue and jurisdiction of any actions of claim for or against the bidder or the City of Walla Walla Public Works Department shall be in Walla Walla County and in the District Court or Superior Courts thereof according to the jurisdictional amount.

INSTRUCTIONS TO BIDDERS

1. These instructions to bidders are a part of the specifications.
2. The City must be notified by 3:00 p.m. on Friday, February 12, 2016, of any revisions the bidder suggests be made to the detailed specifications. Any changes, additions or deletions to the specifications by the City will be made by written addendum only and will be posted on the City's website under "Bids and RFPs." Prior to submitting bids, all bidders shall check the City's website after 10:00 a.m. on Tuesday, February 16, 2016, to confirm receipt of all addenda.
3. Bids will be considered final at the time and date stated for opening bids. The City will not accept any changes for any reason.
4. Use of the enclosed bid proposal is required. Only bids submitted on the official bid proposal form will be considered.
5. The successful bidder shall protect, defend, indemnify and hold the City, its agents, employees, officials and officers harmless from any damages, costs, or liability for any injuries to persons or property arising from acts or omissions of the bidder, bidder's employees, agents or subcontractors, howsoever caused.
6. The bidder shall not discriminate against any client, employee, or applicant for employment and services on the grounds of race, creed, color, national origin, sex, marital status, age or presence of any sensory, mental, or physical handicap unless based upon a bona fide occupational qualification.
7. Receipt of product will be made on an "as needed - when needed" basis. Payment will only be for quantity of material purchased. The estimated quantity is for bidding purposes only and provides no assurances of purchase of the estimated quantity.
8. Material found to be out of specification may be cause for the City to declare the supplier to be in default and proceed with purchasing material from other sources. Said declaration will be at the sole discretion of the City.
9. Contaminated or unsuitable material will be returned to the supplier at no cost to the City of Walla Walla. Supplier will also be subject to costs borne by the City related to time loss/returned material.
10. The following is required, in order to meet accounting practices and expedite payment:
 - a. Submit invoices no later than 30 days following receipt or delivery of the product.
 - b. Invoices and statements must include accurate pricing, quantity, detail of costs, and sales tax.

- c. If needed, correction invoices must be provided to the City within 5 business days of the request.
 - d. Credit invoices for actual credits only. Upon receipt of a credit invoice, the City will assume that a credit is due and therefore will not pay the charges from another invoice.
 - e. Contractor will be subject to hourly charges for City time spent in addressing/correcting any of the above or related matters.
11. Bid proposal may be modified in writing prior to the time and date set for the submittal. Modifications shall be prepared on company letterhead, signed by an authorized company officer, state that the new bid supersedes or modifies the prior bid proposal.
 12. Bid proposals may be withdrawn prior to the scheduled time for submittal. Requests to withdraw a bid proposal must be in writing on company letterhead and be signed by an authorized company officer. No bidder may withdraw their bid after the date and hour set for opening thereof, unless award is delayed for a period exceeding forty-five (45) days.
 13. The bid shall be placed in a SEALED ENVELOPE marked on the outside "**Crushed Surfacing Top Course Bid-do not open with regular mail**" and may be mailed or hand delivered to the **City of Walla Walla City Clerk's Office, 15 N. 3rd Avenue, Walla Walla, Washington 99362. All bids must be received at the above location prior to 2:30 p.m. on Friday, February 19, 2016.**
 14. The City of Walla Walla reserves the right to accept or reject any or all bids submitted or to waive any defects therein. The City reserves the right to waive any irregularity in the bids to accept in whole or in part such bid or bids as may be deemed in the best interest of the City.
 15. All specifications are to be considered as the minimum acceptable.
 16. Any additional information or questions concerning this Request for Bids can be obtained by emailing Adrian Sutor at asutor@wallawallawa.gov.

BIDDER'S CHECKLIST

The following items must be completed in full by the bidder to submit a valid bid. **This form shall be included with the bid proposal.**

- 1. Completed Bid Proposal.
- 2. Provide proper signatures on Bid Proposal.
- 3. Affirmation of receipt of addenda on the Bid Proposal.
- 4. Place all above items in properly marked **SEALED ENVELOPE**.

BID PROPOSAL

To: Kammy Hill, City Clerk, City of Walla Walla

The undersigned hereby certifies they have read and thoroughly understand the **Instructions to Bidders** which are made a part of this bid proposal and hereby agree to furnish the following Materials and/or Supplies in accordance with said **Instructions to Bidders** for the amount shown below:

Delivery to the Walla Walla Public Works Service Center at 55 E. Moore Street, Walla Walla Washington will be in 500 ton increments throughout the year of 2016 on a will call status.

Stock ID	Model #	Description	Quantity	Unit Price	Total
01-0034	N/A	Crushed Surfacing Top Course	3000 tons		
				Sub Total	
				Freight	
				Sales Tax @ 8.90%	
				Total	

All products must meet or exceed the 2016 WSDOT standard specifications for Top Course Crushed Surfacing below.

9-03

Aggregates

9-03.9(3) Crushed Surfacing

Crushed surfacing shall be manufactured from ledge rock, talus, or gravel in accordance with the provisions of Section 3-01. The materials shall be uniform in quality and substantially free from wood, roots, bark, and other extraneous material and shall meet the following quality test requirements:

- Los Angeles Wear, 500 Rev. 35% max.
- Degradation Factor - Top Course 25 min.
- Degradation Factor - Base Course 15 min.

Crushed surfacing of the various classes shall meet the following requirements for grading and quality when placed in hauling vehicles for delivery to the roadway, or during manufacture and placement into a temporary stockpile. The exact point of acceptance will be determined by the Engineer.

Sieve Size	Base Course	Top Course and Keystone
	Percent Passing	
1 1/4"	99-100	
1"	80-100	
3/4"		99-100
5/8"	50-80	
1/2"		80-100
No. 4	25-45	46-66
No. 40	3-18	8-24
No. 200	7.5 max.	10.0 max.
% Fracture	75 min.	75 min.
Sand Equivalent	40 min.	40 min.

All percentages are by weight.

The fracture requirement shall be at least one fractured face and will apply to the combined aggregate retained on the No. 4 sieve in accordance with FOP for AASHTO T 335.

The portion of crushed surfacing retained on a No. 4 sieve shall not contain more than 0.15 percent wood waste.

Receipt is hereby acknowledged of addendum(s) No.(s) _____, _____, _____.

Bidder: _____

Address: _____

Uniform Business Identifier No. _____

Contact Person: _____

Phone: _____

Fax: _____

Signature of Authorized Official(s): _____

Typed or Printed Name: _____

Title: _____

Dated this _____ day of _____, 2016.