

Ogden City Corporation
Request for Proposal
Stone Chips, Ceramic Chips, Chip Seal Oil and Tack Oil

Ogden City Corporation ("City") is requesting sealed proposals from material suppliers interested in providing stone chips, ceramic chips, chip seal oil and tack oil for various municipal projects.

Proposal packets are available and may be obtained from Ogden City Purchasing, 2549 Washington Blvd., Suite 510, Ogden, Utah, or by downloading from the Ogden City website at <http://ogdencity.com/264/Purchasing>. Bidders are responsible for securing any and all addenda issued.

Responses to this Request for Proposal shall be submitted to the Office of the City Purchasing Agent, 2549 Washington Blvd., Suite 510 (5th Floor) Ogden, Utah, no later than 3 PM on March 6, 2019. **LATE PROPOSALS WILL NOT BE ACCEPTED.**

The City reserves the right to accept or reject any proposal as it best serves its convenience and/or is found to be in the best interest of the City. The City reserves the right to issue contracts to multiple vendors.

Ogden City encourages and welcomes bids from women and minority owned business.

Published: February 10, 17 & 24, 2019



2/7/2019

Material Supply Contract

Ogden City Corporation is accepting sealed proposals from material suppliers interested in providing stone chips, ceramic chips, chip seal oil and tack oil for various municipal projects. Ogden City has an ongoing need for materials for future projects.

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I. INTRODUCTION

Ogden City Corporation is accepting sealed proposals from material suppliers interested in providing stone chips, ceramic chips, chip seal oil and tack oil for various municipal projects. Ogden City has an ongoing need for materials for future projects including but not limited to the following items:

Materials Provided

- STONE ROAD CHIP – TYPE A
 - Stone chips – Type A
 - Must meet APWA Section 02786, Part 2
 - Delivery as needed
- LIGHTWEIGHT CERAMIC ROAD CHIP – TYPE A
 - Lightweight ceramic chips – Type A
 - Must meet APWA Section 02786, Part 2
 - Delivery as needed
- ROAD OIL CRS-2P
 - CRS-2P chip seal oil with tanker delivery
 - Must meet UDOT specification
 - Price based on 10-hour work day and 4-day work week
 - Based on 35 ton, per day minimum
 - Delivery to various locations
 - All bids should include standby or demurrage fees
- CSS-1 TACK ROAD OIL
 - Tack oil CSS-1 road oil
 - Must meet APWA Section 02709
 - Ogden City will pick up the oil in small quantities (50-900 gallons)

*All scales MUST be certified by the State of Utah within the last 12 months. Copy of certification must be received from successful vendor.

**Suppliers must submit on each section provided at their own facility

***See Exhibit A for the supply bidding sheet required for submittal

For this reason, Ogden City Public Service Operations is accepting sealed proposals from material suppliers interested in being considered for providing stone chips, ceramic chips, chip seal oil and tack oil for future municipal projects. A supplier is not required to make a proposal for all of the described materials, but the proposal shall include each type of material for which the supplier desires to be considered. Suppliers must list their own materials and may not rely on a subcontract with other sources or suppliers. Upon evaluation of proposals, one or more material suppliers receiving the highest scores within each material category may be selected to supply materials for the City. Materials will be provided a minimum of a one year contract. The contract will also allow the option of two one-year extensions if mutually agreed upon. Suppliers shall submit the following for each category of interest:

- a. Five (5) sealed proposals for *Stone Chip, Ceramic Chip, Chip Seal Oil and Tack Oil Material Supply*

Ogden City shall not be held responsible for any oral instructions. Any changes to this Request for Proposal will be in the form of a written Addendum. Ogden City will not be responsible for any costs associated with a bidder assembling and submitting any portion of this Request for Proposal.

Any bidder wishing to limit access to proprietary information and content within the submitted proposal must complete and submit a Business Confidentiality Claim form along with the proposal.

AGGREGATE SUPPLIER

II. PROPOSAL CONTENT

Stone chip, Ceramic Chip, Chip Seal Oil and Tack Oil Supplier Information

Each proposal must include, at a minimum, the following information:

1. List of materials the company supplies,
 - a. This must include the gradation, classification and CBR
2. Name, address, email and telephone number of company submitting the proposal,

- a. Include the name and contact information of the person designated as the firm's representative for the selection process
3. Evidence of insurability
4. Complete Fee Schedule or the items listed in which the supplier would like to be considered
5. Supply location(s) along with what is provided at each area,
 - a. This should include the address,
 - b. What materials are supplied at this location, and,
 - c. When the material is available (i.e. seasonal availability)
6. Material Submittals
 - a. Quality Assurance
 - Independent laboratory: submit names, certification levels and years of experience of testing agency's field technicians that are assigned to the work
7. Additional highlights of submitting firm
8. Acknowledgement of receipt of addenda (if any)

*Being selected and entering into an agreement does not guarantee supplier will be extended any specific amount of work. The quantities shown in the bid documents are estimates only and Ogden City may purchase more or less of a particular material than the quantity shown in the bid documents.

** Ogden City reserves the right to bid individual future projects separately rather than ordering materials from the suppliers

Proposals are to be no longer than seven (7) pages. Double-sided pages count as two (2) pages. Lab reports, gradation sheets, etc. do not count as a page if submitted at the end of the document.

III. EVALUATION OF PROPOSALS

A team consisting of three (3) or more representatives from Ogden City will perform evaluations of all proposals. Proposals will be evaluated/scored on quality, not quantity of materials supplied. The following criteria will be used to evaluate the proposals:

Stone Chips, Ceramic Chips, Chips Seal Oil and Tack Oil

1. Price per ton of material to be picked up or delivered as provided in Exhibit A (40%);

2. Availability of material (30%);
3. Knowledge of Ogden City projects and standards (20%);
4. Additional highlights that company offers as part of their service (10%);

Successful suppliers will be selected through a qualifications-based selection process. The Selection Committee will evaluate each proposal according to the criteria set forth above. The Selection Committee will select suppliers based on the proposals received, no formal interviews are anticipated, however the Selection Committee reserves the right to ask for interviews as needed. The City reserves the right to select a supplier whose submittal does not meet the above-stated submittal requirements. The City reserves the right, and intends, to award contracts to at least one qualified applicant. Contracts may be extended to more than one supplier. The City may perform a due diligence process on the suppliers receiving the highest evaluations.

Incorrect information or reference will be taken into consideration when proposals are scored.

IV. GOVERNING INSTRUCTIONS

This Request for Proposal will constitute the governing document for submitting proposals, and will take precedent over an oral representations.

V. CONTACT INFORMATION

For any questions regarding this RFP, please contact the Purchasing Office at (801) 629-8742 or via email purchasing@ogdencity.com

VI. SUBMISSION OF PROPOSALS

Bidders shall submit five (5) sealed proposals to the Office of the City Purchasing Agent, 2549 Washington Blvd., Suite 510, Ogden, UT 84401 OR deliver the packages to the 2nd floor counter listed at the same address no later than 3:00 pm on Wednesday, March 6, 2019. LATE PROPOSALS WILL NOT BE ACCEPTED. No facsimile or email transmittals will be accepted. All submittals must either be hand delivered or delivered by the mail or other delivery service. It is the sole responsibility of those responding to this Request for

Proposal to ensure that their submittal is made to the correct location and in compliance with the stated date and time. City offices are closed on holidays.

The City reserves the right to accept or reject any submittal as it best serves its convenience and/or is found to be in the best interest of the City.

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EXHIBIT A

Stone Road Chip Type A

QTY	Description	Unit	Total
4,000 Tons Plus or Minus	Stone Chips Type A Must Meet APWA Section 02786 Part2 FOB Ogden City Stock Pile – TBD (city-wide, as needed). Delivery as needed.	\$ Ton	\$

Light Weight Ceramic Road Chips Type A

QTY	Description	Unit	Total
2,000 Cubic Yards Plus or Minus	Light Weight Ceramic Chips Type A Must Meet APWA Section 02786 Part 2 See Package FOB Ogden City Stock Pile – TBD (city-wide, as needed). Delivery as needed.	\$ CY	\$

Road Oil CRS-2P with Delivery

QTY	Description	Unit	Total
500 Ton Plus Or Minus	CRS-2P Chip Seal Oil With Tanker Delivery CRS-2P with UDOT specification. Price should be based on 10 hour work day AND 4 day work week. Based on a 35 ton per day minimum delivered to various locations within Ogden City. Anticipated placement of oil June 2019 – May 2022 (weather permitting). All bids should include stand-by or Demurrage fees.	\$ Ton	\$

CSS-1 Tack Road Oil

QTY	Description	Unit	Total
75 Tons PLUS OR MINUS	Tack Oil CSS-1 Road Oil Per Section 02709 APWA. Oil will be picked up in small quantities (50-900 gallons) FOB Plant. Ogden City will haul as needed. Oil must be available year-round.	\$ Ton	\$

All Scales MUST Be Certified BY THE State Of Utah Within The Last 12 Months. Copy Of Certification Must Be Received From Successful Vendor.

This Is a Requirements Contract

This contract is for an indefinite quantity of supplies or service. Ogden City reserves the right to take bids separately if the Procurement Officer approves a finding that the supply or service under this contract will not meet the non-recurring needs of the city.

To Be Considered Responsive

All bids/quotations must be submitted on the forms provided by Ogden City Corporation. All of the quotation sheets must be completed, especially the unit price. Bids shall be submitted in a sealed envelope with the bid name shown on the face of the envelope. To be considered for award, the bidder must complete all forms and submit on or before the specified deadline.