



**FRANKLIN COUNTY  
PURCHASING DEPARTMENT  
REQUEST FOR BID (RFB) COVER PAGE**

RFB NO: 2019-37

TITLE: Road Salt

Solicitation Schedule & Deadlines:

July 24, 2019	Solicitation Release/Advertising Date
August 2, 2019 8:00 AM	Deadline for Submitting Questions
August 6, 2019 4:30 PM	Deadline to post Addendum
August 13, 2019 2:00 PM	Deadline to Submit Response
August 13, 2019 2:30 PM	Opening Date I Time

Responses must be received no later than "Deadline to Submit Response"

August 13, 2019 2:00 PM

Ann Struttmann, Purchasing Agent

Shakara Bray, Assistant Purchasing Agent

Phone: 636-584-6274    Email: [purchasing@franklinmo.net](mailto:purchasing@franklinmo.net)

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

Company Name: \_\_\_\_\_

## SUBMISSION CHECKLIST

\_\_\_\_\_ I have reviewed the bid schedule and deadlines, located on the solicitation cover page

\_\_\_\_\_ I have read ALL Terms and Conditions and Bid documents closely

(Located at [www.franklinmo.org](http://www.franklinmo.org))

### THE ITEMS LISTED BELOW ARE THE REQUIRED DOCUMENTATION FOR SUBMITTING A RESPONSE

#### USE THESE FORMS ONLY

\_\_\_\_\_ Solicitation Cover page

\_\_\_\_\_ Contractual Terms and Conditions Acknowledgement

\_\_\_\_\_ Pricing Form completed and signed

\_\_\_\_\_ Cooperative Agreement Notice completed and signed

\_\_\_\_\_ Affidavit for Work Authorization completed and Notarized

(Additional required verification is included)

\_\_\_\_\_ Certificate of Insurance

\_\_\_\_\_ I have one original and two copies that are labeled accordingly

\_\_\_\_\_ I have included contact information

\_\_\_\_\_ Envelope is sealed and label attached

## BACKGROUND INFORMATION

Franklin County is seeking qualified companies to supply road salt for application to County roads. The bid shall include the cost of supplying, hauling, and dumping into stockpiles the road salt (sodium chloride) with anti-caking additive. The specific requirements outlined within this bid cover sodium chloride, obtained from natural deposits (rock salt) or produced by man (evaporated, solar, other) for use as a deicer for maintenance purposes. The estimated annual quantity for Franklin County may be more or less than 1600 tons, depending on weather conditions.

This bid request also contains an optional cooperative clause for all other government/public entities within Franklin County. The estimated annual quantity for those entities may be more or less than 4755 tons, depending on weather conditions.

The length of this contract is for one year from September 1, 2019 to August 30, 2020, subject to annual appropriation.

## SPECIFIC REQUIREMENTS

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.

Name: 95% Sodium Chloride

Minimum % NaCl: 95

2. Gradation – The gradation shall conform to the following requirements:

<u>Sieve Size</u>	<u>Percent Passing (by weight)</u>
½ inch	100
3/8 inch	95-100
No. 4	15-95
No. 8	5-65
No. 30	0-15

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

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

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.

## 6. Delivery

A. The sodium chloride shall be delivered in bulk lots.

B. 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:

- Consignee
- Destination
- Type of material (including the percent sodium chloride)
- Purchase order number
- Truck number and weights of truck before and after loading
- Date loaded
- Name and location of the source
- A certification statement

C. 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 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."

D. Scales shall have been calibrated within the six-month period immediately prior to any material being delivered or any time Franklin County representative has cause to question the accuracy of the sale. 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 representative.

E. Delivery shall be made to the designated location and shall be within ten (10) days of the "Notice to Proceed" as issued by the requesting entity.

F. 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, Sunday, or any official holiday, unless prior approval is obtained from the requesting entity. A schedule of observed holidays will be provided upon request.

G. All deliveries shall be coordinated with the requesting entity and shall be given one (1) week notice prior to the beginning of delivery.

H. The awarded contractor is hereby notified that each delivery location may not have sufficient space to accept their full order at one delivery, therefore Franklin County reserves the right to call for delivery as space is available. (Please refer to line item on Price Sheet regarding storage.)

I. This contract does not require the awarded contractor to provide any equipment for shaping of stockpiles or construction of ramps or runways for dumping.

J. 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.

K. 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.

L. Franklin County delivery locations:

- a. 1360 Riverview Drive, Union, MO 63084 – Est. Quantity – 600 ton
- b. 4987 Highway ZZ, Gerald, MO 63037 – Est. Quantity – 600 ton
- c. 7431 Elmont Road, Sullivan, MO 63080 – Est. Quantity – 200 ton
- d. K and Old K, St. Clair, MO 63077 – Est. Quantity – 200 ton

M. Municipality delivery locations and estimated quantities:

- a. 103 Beck Street, Gerald, MO 63037 – Est. Quantity - 25 ton
- b. 205 Industrial Drive, New Haven, MO 63068 –  
Est. Quantity - 250 ton
- c. 77 Cedar Field Road, Pacific, MO 63069 – Est. Quantity – 200 ton
- d. 530 Park Drive, St. Clair, MO 63077 – Est. Quantity – 200 ton

- e. Maddox Drive, Sullivan, MO 63080 –  
Est. Quantity -600 ton
- f. 202 West Brown Street, Union, MO 63084 – Est. Quantity – 200 ton
- g. 4 Chamber Drive, Washington, MO 63090 – Est. Quantity – 3000 ton
- h. 1056 North & South Road, Sullivan, MO 63080 – Est. Quantity – 60 ton
- i. 703 Old County Farm Road, Union, MO 63084 – Est. Quantity – 20 ton
- j. 1081 Clay Street, Washington, MO 63090 – Est. Quantity – 200 ton

*The contents of this section include mandatory requirements that will be required of the successful bidder and subsequent contractor. The offeror is requested to provide responses to the requirements/desired attributes in this section pursuant to the directions identified herein. The offeror'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 offeror must provide all costs necessary to meet the mandatory requirements and the fulfillment of any desirable attributes in the appropriate section titled Pricing.*

# INSURANCE REQUIREMENTS

1. The Contractor shall furnish County with a certificate of insurance indicating proof of the following insurance from company's license in the State of Missouri:

A. Worker's Compensation and Employers' Liability: Worker's Compensation Statutory in compliance with the Compensation law of the Sate and Employers' Liability Insurance with a limit no less than \$1,000,000.00 each accident.

B. Comprehensive or Commercial General Liability with a minimum limit of \$1,000,000.00 per occurrence, \$3,000,000.00 aggregate combined Single Limit for Bodily Injury and Property Damage Liability. This insurance shall include, but not be limited to, the following coverage.

1. Premises – Operations
2. Products and Completed Operations
3. Broad Form Property Damage
4. Contractual
5. Personal Injury

C. Automobile Liability with a minimum limit of \$1,000,000.00 per occurrence, \$3,000,000.00 aggregate Combined Single Limit for Bodily Injury and Property Damage Liability. This insurance shall include coverage for all the following:

1. Owned Automobiles
2. Hired Automobiles
3. Non-Owned Automobiles

D. The certificate shall list the Certificate Holder and Address as follows: Franklin County, 400 E Locust Street, Room 206, Union, Mo 63084. The services provided to Franklin County shall be listed under "Description of Operations."

E. Such insurance shall include under the General Liability and Automobile Liability policies Franklin County, its employees, elected officials, representatives, and members of its board and/or commissioners as "Additional Insured's".

2. The Agreement of Insurance shall provide for notice to the County of amendment or cancellation of insurance policies 30 days before such amendment or cancellation is to take effect.

# CONTRACTUAL TERMS AND CONDITIONS ACKNOWLEDGEMENT

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

<http://www.franklinmo.org>

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.

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Vendor/Contractor Signature

Date

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Vendor/Contractor Name and Title



## AFFIDAVIT OF WORK AUTHORIZATION

The grantee, sub grantee, contractor or subcontractor who meets the section 285.525, RSMo definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now \_\_\_\_\_ (Name of Business Entity Authorized Representative)  
 as \_\_\_\_\_ (Position/Title)

first being duly sworn on my oath, affirm \_\_\_\_\_ (Business Entity Name) is enrolled and will continue to participate in the E-Verify Federal Work Authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to \_\_\_\_\_ (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contractor, or subcontractor, if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that \_\_\_\_\_ (Business Entity Name)

does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to \_\_\_\_\_ (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contract, or subcontract, if awarded.

*In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)*

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Authorized Representative's Signature \_\_\_\_\_ Printed Name \_\_\_\_\_

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Title \_\_\_\_\_ Date \_\_\_\_\_

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

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

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Signature of Notary \_\_\_\_\_ Date \_\_\_\_\_

# 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.

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Authorized Business Entity  
Representative's Name  
(Please Print)

Authorized Business Entity  
Representative's Signature

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Business Entity Name

Date

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](mailto: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).

**PRICING FORM**  
**2019-37 Road Salt**

**REQUIRED PRICING**

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

Price per ton – delivered \_\_\_\_\_

Price per ton, per month, stored at Supplier location \_\_\_\_\_

Maximum number of months salt can be stored at Supplier location \_\_\_\_\_

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.*

## COOPERATIVE AGREEMENT NOTICE

Franklin County is interested in assisting other government entities within the County in purchasing road salt. (Estimated quantities from those entities who have expressed interest in the cooperative purchase are more or less than 4755 tons collectively per contract year.)

Each bidder is asked to indicate below whether they would be willing to offer road salt listed in the attached "Request for Bid" for sale to these local political entities at the same bid price offered to Franklin County.

It is understood that Franklin County will not issue purchase orders, accept delivery, nor make payment for the materials ordered by any of these agencies. It is further understood the price is based on the Road Salt meeting the Franklin County specifications herein. Any added options, deletions, or extra freight costs would be negotiated between the local agency and the awarded vendor.

Indicate below whether your company is willing to offer such cooperative purchasing for Franklin County cities or other political entities.

YES \_\_\_\_\_

NO \_\_\_\_\_

If the price varies throughout the County because of different delivery destinations, please indicate the price FOB your location that would be offered as described.

F.O. B. Location \_\_\_\_\_

Indicate the deadline date that orders will be accepted. \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

## VENDOR INFORMATION

Company Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone number \_\_\_\_\_

Contact Name \_\_\_\_\_

Contact Name Title \_\_\_\_\_

Email Address \_\_\_\_\_

**ATTACHMENT 1**  
**SEALED RESPONSE LABEL**

PLEASE ATTACH LABEL TO OUTSIDE OF PACKAGE

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**SEALED BID RESPONSE ENCLOSED**

DELIVER TO:

Purchasing Department  
400 East Locust St, Rm 004  
Union, MO 63084

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SOLICITATION # 2019-37      DATE: August 13,2019

DESCRIPTION: Road Salt

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_