



Cherokee County Board of Commissioners
Purchasing Department
1130 Bluffs Parkway, Canton, GA 30114
Phone: (678) 493-6000
Fax: (678) 493-6035

REQUEST FOR PROPOSALS

RFP 2018-038 Annual Stone Contract

THE PROJECT: The Cherokee County Board of Commissioners Purchasing Department (County) is requesting competitive sealed Bids or Proposals in support for supplying Stone to the Cherokee County Roads and Bridges Division of the Public Works Agency on an annual fixed price basis. There is no guaranteed minimum contract value associated with this Contract. All Stone will be ordered on an as needed basis throughout the term of the Contract. Contracts may be issued to more than one supplier.

There will be will not be a mandatory meeting to review the requirements.

The term of Agreement(s) resulting from this solicitation can be found in the Statement of Work.

All times in the solicitation are local times to Cherokee County Board of Commissioners, 1130 Bluffs Parkway, Canton, Georgia 30114.

The County reserves the right to reject any or all bids/proposals, to waive technicalities and to make a selection and final award as deemed to be in the best interest of the County, including using any form of contract it deems most advantageous to the County. The County further reserves the right to reject the bid of any vendor who has previously failed to perform properly or complete on time contracts of a similar nature, or who upon investigation shows is not in a position to perform the contract. Incorporated herein by this reference are Cherokee County's Standard Solicitation Terms and Condition.

SCHEDULE:

Issued	March 14, 2018
Site Visit/Pre-Bid Meeting	N/A
Questions Due	March 20, 2018 by 10:00 AM
Answers Due	March 22, 2018 by 5:00 PM
Bids/Proposals Due	March 28, 2018 at 10:00 AM
Anticipated Award Date	April 3, 2018

THE EXPECTED PERIOD OF PERFORMANCE IS:

The base period of performance is broken down into two areas; Physical Delivery of Product(s) and Service Delivery. This is a function of the Statement of Work (SOW) and/or specification and reflects if there is physical item or items to be delivered and / or delivery of services. An X in the box corresponding to item 1 below, Physical Delivery indicates a physical item or items are to be delivered and an X in the 2. Delivery of Services indicates that Services are to be performed. Either or both may apply to the work contemplated by this solicitation.

Additionally, should there be and X in the box corresponding item 3. Option Grant, then the County requests the right to extend the period of performance beyond the Base Rate as specified.

1. NO PHYSICAL ITEMS PHYSICAL ITEMS NO DELIVERY REQUIRED:

~~For Physical Delivery solicitations, the period of performance for an award shall begin with either the placement of Purchase Order or the date indicated on the Agreement. All items to be delivered are to be FOB Cherokee County at the address indicated in the solicitation. Performance shall be complete upon final acceptance by the County. Time is of the essence for the delivery of each item specified. Warranty requested as below:~~

Warranty Term Requested:

2. No SERVICES REQUIRED PERFORMANCE OF SERVICES:

For Performance of Services solicitations, the period of performance shall begin with the placement of either a Purchase Order or the date of the Agreement unless the Agreement, the SOW or the Solicitation Terms indicate that performance shall begin upon the issuance of an Authorization to Proceed (ATP), in which case the ATP would represent the beginning of performance. Terms of services requested are below:

Services Term:

- One Year
 Two Years
 Three Years
 Other:

3. OPTION GRANT:

This solicitation contains requested options; please see pricing sheet for details.

SUBMITTAL INSTRUCTIONS: Interested Bidders/Proposers should carefully review the requirements defined herein and provide complete and accurate submissions that should include the following items (if indicated by an X in the box:

- Information and Addenda Acknowledgement Form (Appendix A),
- Non-Influence and Non-Collusion Affidavit (Appendix B),
- E-Verify Affidavit (Appendix C),
- References* (Appendix D),
- Acceptance of County' Standard Agreement**, as below: (Appendix E),
 - Professional Services Agreement
 - Construction Services Agreement
 - Other: Purchase Order
- Suspension, Debarment and Litigation Affidavit (Appendix F),
- Contractor's License Certification (Appendix G)
- Bonds Requirements if the price bid > \$100K
 - Ability to Provide Performance, Labor & Matl. Payment Bond (Appendix H)
 - Bid Bond (See Appendix I)
- Evidence of/ability to provide Insurance at the limits identified herein,***
- Certifications, Licenses or Registrations as required by law and/or as requested.
- Pricing on the Pricing Form provided (Bid Form)
- Contractor's Qualifications Statement (Appendix J)
- Added Terms to Construction Service Agreement (Attachment)
- Substitutions Proposed: See Instructions Standard Solicitation Terms****, Item 9
- Complete specification list to be provided by proposer
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Notes:

*The County reserves the right to contact not only those references provided, but may also use previous performance for the County, other contacts it identifies and other sources of information believed to be viable to evaluate capability, viability and performance.

**If Acceptance of County's Standard Agreement is checked, all work/items defined herein are to be quoted according to these requirements. Copies of these agreements can be located at the County's Procurement web page.

***Insurance levels requested are those identified in the County's Standard Agreement, section "I."

****Standard Solicitation Terms Refer to Cherokee County Standard Solicitation Terms and Conditions

EVALUATION CRITERIA:

Bids/Proposals that contain options or additive work above and beyond the base bid will be evaluated financially according to the criteria described in the solicitation. However, should the use of options or additive work proposed exceed the County budget, the County retains its rights to address such situations as described in its Standard Terms For Bid and Proposal Solicitation as well as the right to award based on the base bid only or the base bid plus quoted additive work that is within its budget.

Bids determined to be Responsive and Responsible will be ranked based Bid Form Criteria.

OR

Proposals determined to be Responsive and Responsible will be evaluated on the following criteria:

80%	Price
20%	Experience and Location
100%	TOTAL

*As part of the evaluation process, field demonstration of equipment may be requested and may be part of the technical merits portion of the evaluation. Technical merits will also include the proposed equipment's ability to meet the specifications of the units requested.

** Delivery timing – shorter delivery commitments will receive higher scores. Warranty Provisions & Terms to include service level timing if warranty includes on-site repair. If the County is to deliver the unit to a warranty repair location, the timing will be calculated by the County from its Roads & Bridges facility to the warranty repair location. Warranty will include all warranty options and costs as proposed.

HOW AND WHERE TO SUBMIT BIDS AND PROPOSALS:

The County has two methods for receiving bids and proposals that are mutually exclusive; either electronically or by physical receipt. The box with the "X" below indicates how and where bids or proposals are to be submitted. The County will NOT accept proposals by fax, or e-mail unless authorized, in writing, by the Procurement Director. The solicitation submission deadline will be strictly enforced; no late bids/proposals will be accepted for any reason, please plan accordingly.

A. Electronic Submissions Only:

Bids and Proposals are to be submitted electronically ONLY to the County's designated Web site or location. Physical copies are not to be submitted unless approved in advance by the Purchasing Director.

Proposals and all requested documentation to be provided electronically should in the Adobe Portable Document Format (PDF) unless otherwise indicated in these solicitation instructions. Documents provided in response to this solicitation are to be named according to the following naming convention:

- a. [Solicitation Number]_[Vendor Name]_[Document Type]
Example: "2017-111_ABC Company_Proposal"

AND/OR

B. Physical Submissions Only:

Bids and/or Proposals are to be submitted on-time and ONLY in physical (paper) form and delivered to Cherokee County Procurement Department, Solicitation #_____ 1130 Bluffs Parkway, Canton GA 30114. On-line submissions are not to be tendered without the advanced approval of the Purchasing Director.

Number of Submittals: 1 Original and 1 Copy

QUESTIONS/ADDENDA: Only written inquiries will be permitted during the solicitation period. Questions are to be submitted via email to the Purchasing Agent for this solicitation at: rblack@cherokeega.com no later than the date and time indicated in the Schedule, as may be amended. Answers will be posted via formal Addendum and only released as part of the solicitation documents on the County's designated website. All interested parties are instructed to monitor the County's website on a regular basis throughout the solicitation period. The final date for posting of Addenda is per the Schedule, as may be amended.

SPECIFICATION LOCATED ON THE NEXT PAGE

SPECIFICATIONS:

CHEROKEE COUNTY PROCUREMENT AND RISK MANAGEMENT DEPARTMENT IS REQUESTING FORMAL SEALED BIDS FOR STONE FOR A 12-MONTH PERIOD ON BEHALF OF THE ROADS AND BRIDGES DIVISION.

MATERIALS MUST MEET GEORGIA DEPARTMENT OF TRANSPORTATION SPECIFICATIONS.

VENDOR MUST BE ABLE TO DELIVER A MINIMUM OF 1,000 TONS PER DAY.

THERE ARE NO GUARANTEED MINIMUM DAILY/WEEKLY/MONTHLY PURCHASES AND NO GUARANTEED MINIMUM CONTRACT VALUE. PURCHASES WILL BE MADE SOLELY ON AN "AS NEEDED" BASIS.

CONTRACTS MAY BE AWARDED TO MORE THAN ONE SUPPLIER. PURCHASES WILL BE MADE FROM THE SUPPLIER OFFERING THE LOWEST TOTAL COST FOR THE MATERIAL(S) NEEDED FOR A SPECIFIC PROJECT. FOR EXAMPLE, TYPE 1 RIP RAP MAY BE PURCHASED FROM SUPPLIER "A" AND #34 STONE FROM SUPPLIER "B".

QUANTITIES IDENTIFIED IN THE BID FORM ARE FOR PRICING ONLY; THEY ARE NOT INDICATIVE OF MINIMUM PURCHASES OR OBLIGATED QUANTITIES TO THE SUPPLIER.

THE "TRUCK DELIVERY" PRICE WILL BE TO ANY SPECIFIED JOB SITE WITHIN THE BOUNDARIES OF CHEROKEE COUNTY. THE TRUCK DELIVERY PRICE IS FOR EACH QUARRY THAT MAY SERVE CHEROKEE COUNTY.

THE PRICES QUOTED ARE FOR ONE YEAR AND MUST BE HONORED BY ALL QUARRIES INCLUDED IN THE BID FORMS.

A SEPARATE BID FORM FOR EACH QUARRY THAT MAY SERVE CHEROKEE COUNTY MUST BE SUBMITTED.

THE TERM OF THE AGREEMENT IS ONE YEAR WITH FIXED PRICING BASED ON BIDS SUBMITTED IN RESPONSE TO THIS RFB. RENEWAL OF THE CONTRACT FOR A SECOND TERM (12 MONTHS) IS ALLOWED UNDER THE TERMS AND CONDITIONS OF THE PSA SHOULD THE PRICING (IF CHANGED) FOR THE SECOND TERM BE ACCEPTABLE TO THE COUNTY.

RFB 2018-038: STONE***BID FORM***

Bidder Name: _____

Quarry*: _____

<u>Stone Type</u>	<u>Quantity</u>	FOB Quarry (see above for location)		Truck Delivery (from Quarry*)	
		<u>Group I</u>	<u>Group II</u>	<u>Group I</u>	<u>Group II</u>
Manufactured Sand	0-1,000 Tons				
# 89 Stone (Washed)	0-1,000 Tons				
# 57 Stone (Washed)	0-1,000 Tons				
# 57 Stone (Unwashed)	0-1,000 Tons				
# 34 Stone	0-1,000 Tons				
# 3 Stone	0-1,000 Tons				
# 4 Stone	0-1,000 Tons				
# 5 Stone	0-1,000 Tons				
# 7 Stone	0-1,000 Tons				
Type I Rip Rap	0-5,000 Tons				
Type II Rip Rap	0-5,000 Tons				
Type III Rip Rap (Jetty Stone)	0-10,000 Tons				
Shot Rock	0-1,000 Tons				
GAB (Graded Aggr. Base)	0-40,000 Tons				
Type II Stabilizer (Crush'Run)	0-10,000 Tons				

****A separate Bid Form must be submitted for each Quarry (that may serve Cherokee County) quoted and should contain the Truck Delivery Price from that Quarry to sites within Cherokee County.***