



LUMPKIN COUNTY BOARD OF COMMISSIONERS

REQUEST FOR QUOTE #2017-Q07

WINTER WEATHER ROAD TREATMENT

SUBMISSIONS ARE DUE AT THE ADDRESS SHOWN BELOW NO LATER THAN

December 29, 2017 at 2:00 P.M.

ELECTRONIC SUBMISSIONS VIA FAX WILL BE ACCEPTED

LUMPKIN COUNTY BOARD OF COMMISSIONERS
ATTENTION: RYAN MCDUFFIE, PURCHASING AGENT
99 COURT HOUSE HILL, SUITE D
DAHLONEGA, GA 30533
FAX: 706-482-4401

To submit a quote, please complete the Vendor Proposal Packet information contained in this document and return via fax, us mail, or in person. **Quotes must be submitted by the 2:00 PM, EST, December 29, 2017**, to the Lumpkin County Purchasing Department, 99 Courthouse Hill, Suite D, Dahlonega, GA 30533. **All questions concerning this request must be in writing**, email is preferred to ryan.mcduffie@lumpkincounty.gov

RFO #2017-O07 WINTER WEATHER ROAD TREATMENT
GENERAL INFORMATION

Lumpkin County is requesting quotes for Winter Weather Road Treatment for the calendar year 2018 and can be annually renewed up to 2 times.

Quote Procedures

To submit a quote, please complete the Vendor Quote Packet information contained in this document and return via fax to (706) 482-2201. Please only submit the forms within this document in their entirety. No other forms or papers are required, ONLY the Vendor Quote Packet should be returned. It is also requested that each vendor add company information to our Vendor Registry which can be found on the Purchasing Department page on the Lumpkin County website or at the following link:

<https://vrapp.vendorregistry.com/Vendor/Register/Index/lumpkin-county-ga-vendor-registration>

All submitted proposals should be presented on the pricing sheet provided.

Quotes must be received by the 2:00 PM, EST, December 29, 2017, to the Lumpkin County Purchasing Department, 99 Courthouse Hill, Suite D, Dahlonega, GA 30533. Any proposals received after this time will be rejected and/or refused. Failure to return quotes per above instructions may result in rejection and/or refusal of the submission.

Deadline for questions concerning this RFQ is 12:00 PM, EST, December 20, 2017, and should be in writing, emailed is preferred to ryan.mcduffie@lumpkincounty.gov

Answers to all questions will be provided via email to each invitee no later than 5:00 PM, EST, December 21, 2017.

Scope of Services

The scope of this project is to provide a CDL operated spreader truck (Contractor) to supplement Lumpkin County (the County) personnel and equipment in the spreading of a salt and gravel mix on County roads during winter weather events. Contractor shall haul gravel, sand, salt, and other materials as may, from time to time, be identified by Lumpkin County, its agents and employees, from designated loading sites to designated distribution sites. Contractor shall spread gravel, sand, salt, and other materials as may, from time to time, be identified by Lumpkin County, its agents and employees, on such roads, bridges, and other areas designated by appropriate Lumpkin County authorities.

The County will notify the Contractor 24 to 48 hours prior to the anticipated winter weather event that their services may be required. If activated, the contractor will be informed of a reporting time and location. The truck will be loaded with materials at a location to be determined by the county and then the contractor will start treating roads as assigned by the County. The contractor will be at the location within 90 minutes of notification to start road treatment. Lumpkin County will start payment of the agreed upon hourly rate at the time the truck arrives at the loading site. The Contractor will have a second CDL driver available to relieve the first driver if the treatment period for the event exceeds 12 hours.

Contractor shall be responsible for all maintenance, upkeep and repair of its vehicles operating under the terms of this contract. Contractor shall provide a certificate of insurance to Lumpkin County for the following coverage and amounts: \$2,000,000 general aggregate liability; \$1,000,000 single occurrence, and workers' compensation in the amount of \$1,000,000, or as required by law. Contractor shall keep the required insurance in effect throughout the term of this contract.

The County will provide a follow truck with amber lights, equipment and operators to load the truck. The contractor will be directed by County staff as to which roads to treat and when the Contractor will be released for each event. Lumpkin County shall provide all materials to be spread on roads and highways, or shall pay all costs and expenses of such materials.

Award

The Lumpkin County Board of Commissioners intends to award the contract to one vendor. However, Lumpkin County reserves the right to make the award(s) in its best interest. Lumpkin County further reserves the right to negotiate with the successful vendor(s). Lumpkin County may with the consent of the vendor increase or decrease quantities as well as add new items at periods during the contract which are advantageous to both parties.

Lumpkin County reserves the right to reject quotes received. It also reserves the right to make minor changes or further negotiate details and terms. Once the quote is accepted and terms are set, if the vendor fails to deliver within the agreed upon time Lumpkin County reserves the right to accept a quote from another vendor.

Lumpkin County is exempt from Sales Tax. A certificate will be provided to the award vendor at the time of order.



**VENDOR'S CHECKLIST AND QUOTE SUBMITTAL PACKET
RFQ # 2017-Q07 WINTER WEATHER ROAD TREATMENT**

Company Name: _____

Please indicate you have completed the following documentation and submit them in the following order:

- Information
- Vendor's Price Proposal
- Affidavit of Non-Collusion

Authorized Signature

Title

Print Name

Date

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH QUOTE

VENDOR'S INFORMATION FORM

VENDOR/COMPANY: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

CONTACT NAME: _____

PHONE NUMBER: _____ FAX: _____

EMAIL: _____

DATE

SIGNATURE

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH QUOTE

By signing below, I guarantee these prices will not change and will be valid for the 2018 budget year, (January 1, 2018 – December 31, 2018.) Lumpkin County Board of Commissioners does not guarantee any minimum or maximum amount of service time.

I certify the above proposal is all inclusive and final per document specifications.

Authorized Signature **Title**

Print Name **Title**

Sworn to and subscribed before me this _____ day of _____, 2017.

Notary Public Commission Expires

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR QUOTE

VENDOR'S AFFIDAVIT OF NON-COLLUSION

I _____ certify that I did not prevent or attempt to prevent competition in bidding or proposals by any means whatsoever. I did not prevent or endeavor to prevent anyone from making a bid or proposal by any means whatever. I did not, nor will I, cause or induce another to withdraw a bid or proposal for the work.

I have not directly or indirectly violated subsection (d) of O.C.G.A § 36-91-21, nor has any officer, representative, agent or other person acting on behalf of my company.

If this oath is false, the contract shall be void, and all sums paid by Lumpkin County on the contract may be recovered by appropriate action.

COMPANY NAME: _____

Authorized Representative (Signature) Date

Authorized Representative Name/Title

This affidavit is given this _____ day of _____, 2017.

Sworn to and subscribed before me this _____ day of _____, 2017.

Notary Public

Commission Expires

THIS PAGE MUST BE SUBMITTED WITH YOUR QUOTE