



State of Oklahoma  
DEPARTMENT OF TRANSPORTATION

Solicitation

1. Solicitation #: 3450004626

2. Solicitation Issue Date: 06/14/2016

3. Brief Description of Requirement:

Mowing highway right-of-way at five (5) different project locations. (REFER TO EXHIBIT #2 FOR ACREAGE AND ROUTE DETAILS). Mowing frequency will be as directed by the engineer and will be dependent on rate of regrowth. EXHIBIT #2 outlines the number of working days allowed for each project.

Project # 1. Grady Co., Portions of SH-19: Safety Mowing 72 Acres, Full Width Mowing 200 Acres.

Project # 2. Grady Co., Portions of SH-17 and US-81: Safety Mowing 327 Acres, Full Width Mowing 751 Acres

Project # 3. Comanche Co., Portions of SH-17 and US-65: Safety Mowing 116 Acres, Full Width Mowing 281 Acres

Project # 4. Comanche/Stephens Co., Portions of SH-7: Safety Mowing 274 Acres, Full Width Mowing 807 Acres

Project # 5. Stephens Co., Portions of SH-7 Alternate Route (Duncan Bypass) and Industrial Spur: Safety Mowing 75 Acres, Full Width Mowing 349 Acres

4. Response Due Date<sup>1</sup>: 06/27/2016

Time: 3.00 PM CST/CDT

5. Issued By and RETURN SEALED BID TO<sup>2</sup>:

Agency Name:

Oklahoma Department of Transportation

- U.S. Postal Delivery: 200 NE 21<sup>st</sup> Street Oklahoma City, OK 73105
- Carrier Delivery:

6. Solicitation Type (type "X" at one below):

- ☐ Invitation to Bid
- ☒ Request for Proposal
- ☐ Request for Quote

7. Shipping Location: 07000B

8. Contracting Officer:

Name: M SAMUEL

Phone: 405-521-2658 OR 405-521-2708 FAX: 405-522-1804

Email: MSAMUEL@ODOT.ORG OR Purchasing@odot.org

<sup>1</sup> Amendments to solicitation may change the Response Due Date (read GENERAL PROVISIONS, section 3, "Solicitation Amendments")

<sup>2</sup> If "U.S. Postal Delivery" differs from "Carrier Delivery", use "Carrier Delivery" for courier or personal deliveries



# SOLICITATION REQUEST

☐ Request for Quote

☐ Request for Proposal

☐ Request for Bid

**Dispatch via Print**

## Department of Transportation

Dept of Transportation  
Procurement Branch  
200 NE 21st Street  
Oklahoma City OK 73105

**Supplier:** NAME

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

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

City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

Request Quote ID.	Date	Buyer	Page
3450004626	05/19/2016	Mathukutty A. Samuel	1
Payment Terms	DateTime Quote Open	Closing	
0 Days	06/13/2016 02:13 PM	06/27/2016 03:00 PM	
Requisition Number Reference: From Req ID - 3450029796			

**Ship To:** Dept of Transportation  
Div 7 HQ  
2205 S US-81  
Duncan OK 73533

**Bill To:** Dept of Transportation  
Div 7 HQ  
PO Box 460  
Duncan OK 73534

### Supplier Responses

Line	Cat CD / Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost
1	70111706 / 1000007564 MOWING:Mowing, full width	200	AC		

Project #1 - Grady Co., Portions of SH-19:

SH-19: Beginning at the Jct. of US-81/SH-19, extending easterly to the Garvin County Line.

FULL WIDTH MOWING (TYPE II): 200.00 AC (= 1 mowing project)

(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

2	70111706 / 1000007538 MOWING:Mowing, safety	252	AC		
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Project #1 - Grady Co., Portions of SH-19:

SH-19: Beginning at the Jct. of US-81/SH-19, extending easterly to the Garvin County Line.

SAFETY WIDTH MOWING (TYPE I): 72.00 AC PLUS SUPPLEMENTAL AREAS (= 1 mowing project)

(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

3	70111706 / 1000007564 MOWING:Mowing, full width	751	AC		
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**Authorized Signature**



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Line	Cat CD / Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost
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Project #2 - Grady Co., Portions of SH-17 and US-81:

SH-17; Beginning at the Comanche County Line, extending easterly to Jct. US-81/SH-17.

FULL WIDTH MOWING (TYPE II): 70.00 AC (= 1 mowing project)

US-81; Beginning at 1.0 mile South of Stephens County Line, extending north to the South Chickasha City Limits near Country Club Road.

FULL WIDTH MOWING (TYPE II): 670.00 AC (= 1 mowing project)

US-81; Beginning at Jct. US-81 Business/US-81 (south) and extending north to Jct. US-81 Business/US-81 (north), less Rush Springs City Limits.

FULL WIDTH MOWING (TYPE II): 11.00 AC (= 1 mowing project)

TOTAL per FULL WIDTH Mowing Project: 751.00 AC

(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

4 70111706 / 1000007538 MOWING:Mowing, safety 1145 AC

Project #2 - Grady Co., Portions of SH-17 and US-81:

SH-17; Beginning at the Comanche County Line, extending easterly to Jct. US-81/SH-17.

SAFETY WIDTH MOWING (TYPE I): 30.00 AC (= 1 mowing project)

US-81; Beginning at 1.0 mile South of Stephens County Line, extending north to the south Chickasha City Limits near Country Club Road.

SAFETY WIDTH MOWING (TYPE I): 286.00 AC (= 1 mowing project)

US-81; Beginning at Jct. US-81 Business/US-81 (south) and extending north to Jct. US-81 Business/US-81 (north), less Rush Springs City Limits.

SAFETY WIDTH MOWING (TYPE I): 11.00 AC (= 1 mowing project)

TOTAL per SAFETY Mowing Project: 327.00 AC PLUS SUPPLEMENTAL AREAS (= 1 mowing project)

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(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

5 70111706 / 1000007564 MOWING:Mowing, full width 281 AC

Project #3 - Comanche Co., Portions of SH-17 and SH-65:

SH-17; Begin at the east city limits of Elgin, extend east to the Grady County Line.

FULL WIDTH MOWING (TYPE II): 118.00 AC (= 1 mowing project)

SH-65; Begin at the Cotton County Line, extend north to Jct. SH-17, at Sterling.

FULL WIDTH MOWING (TYPE II): 163.00 AC (= 1 mowing project)

TOTAL per FULL WIDTH Mowing Project: 281.00 AC (= 1 mowing project)

(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

6 70111706 / 1000007538 MOWING:Mowing, safety 406 AC

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					Supplier Responses	
Line	Cat CD / Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost	

Project #3 - Comanche Co., Portions of SH-17 and SH-65:

SH-17; Begin at the east city limits of Elgin, extend east to the Grady County Line.

SAFETY MOWING (TYPE I): 46.00 AC (= 1 mowing project)

SH-65; Begin at the Cotton County Line, extend north to Jct. SH-17, at Sterling.

SAFETY MOWING (TYPE I): 70.00 AC (= 1 mowing project)

TOTAL per SAFETY Mowing Project: 116.00 AC PLUS SUPPLEMENTAL AREAS (= 1 mowing project)

(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

7	70111706 / 1000007564	MOWING:Mowing, full width	600	AC		
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Project #4 - Comanche/Stephens Co., Portions of SH-7:

SH-7; Begin at the east city limits of Lawton, approx. 2.9 mi. east of Jct. I-44, extend east to the Stephens County Line.

FULL WIDTH MOWING (TYPE II): 245.00 AC (= 1 mowing project)

SH-7; Begin at the Stephens County Line, extend east to the Jct. of US-81.

FULL WIDTH MOWING (TYPE II): 355.00 AC (= 1 mowing project)

TOTAL per FULL WIDTH Mowing Project: 600.00 AC (= 1 mowing project)

(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

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8	70111706 / 1000007538 MOWING:Mowing, safety	959	AC		

Project #4 - Comanche/Stephens Co., Portions of SH-7:

SH-7; Begin at the east city limits of Lawton, approx. 2.9 mi. east of Jct. I-44, extend east to the Stephens County Line.

SAFETY MOWING (TYPE I): 140.00 AC (= 1 mowing project)

SH-7; Begin at the Stephens County Line, extend east to the Jct. of US-81.

SAFETY MOWING (TYPE I): 134.00 AC (= 1 mowing project)

TOTAL per SAFETY Mowing Project: 274.00 AC PLUS SUPPLEMENTAL AREAS (= 1 mowing project)

(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

9	70111706 / 1000007564 MOWING:Mowing, full width	349	AC		
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Project #5 - Stephens Co., Bobby Green Memorial Expressway (Duncan Bypass) and Industrial Spur:

Duncan Bypass; Beginning at the Jct. of US-81 South, SH-7 East and SH-7 Alternate Route on the west of the right-of-way line, extending northeasterly for approximately 4.46 miles in Stephens Co.

FULL WIDTH MOWING (TYPE II): 136.00 AC (= 1 mowing project)

Duncan Bypass; Beginning approximately 4.46 miles northeasterly from the Jct. of US-81 South, SH-7 East and SH-7 Alternate Route, extending northerly for approximately 4.94 miles to the south right-of-way line of SH-7 and SH-7 Alternate Route Jct. in Stephens Co.

FULL WIDTH MOWING (TYPE II): 191.00 AC (= 1 mowing project)

Industrial Spur; Beginning on the west right-of-way line of US-81 and SH-7 at the Jct. of US-81, SH-7 and Industrial Spur located approximately 0.822 mile south of US-81 North and SH-7 West Jct., extending west approximately 0.73 mile to the east right-of-way line of SH-7 Alternate Route to the City of Duncan.

FULL WIDTH MOWING (TYPE II): 22.00 AC (= 1 mowing project)

TOTAL per FULL WIDTH Mowing Project: 349.00 AC (= 1 mowing project)

(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

10 70111706 / 1000007538 MOWING:Mowing, safety 263 AC

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Payment Terms	DateTime Quote Open	Closing	
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Div 7 HQ  
2205 S US-81  
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Duncan OK 73534

### Supplier Responses

Line	Cat CD / Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost
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Project #5 - Stephens Co., Bobby Green Memorial Expressway (Duncan Bypass) and Industrial Spur:

Duncan Bypass; Beginning at the Jct. of US-81 South, SH-7 East and SH-7 Alternate Route on the west of the right-of-way line, extending northeasterly for approximately 4.46 miles in Stephens Co.

SAFETY MOWING (TYPE I): 33.00 AC (= 1 mowing project)

Duncan Bypass; Beginning approximately 4.46 miles northeasterly from the Jct. of US-81 South, SH-7 East and SH-7 Alternate Route, extending northerly for approximately 4.94 miles to the south right-of-way line of SH-7 and SH-7 Alternate Route Jct. in Stephens Co.

SAFETY MOWING (TYPE I): 36.00 AC (= 1 mowing project)

Industrial Spur; Beginning on the west right-of-way line of US-81 and SH-7 at the Jct. of US-81, SH-7 and Industrial Spur located approximately 0.822 mile south of US-81 North and SH-7 West Jct., extending west approximately 0.73 mile to the east right-of-way line of SH-7 Alternate Route to the City of Duncan.

SAFETY MOWING (TYPE I): 6.00 AC (= 1 mowing project)

TOTAL per SAFETY Mowing Project: 75.00 AC PLUS SUPPLEMENTAL AREAS (= 1 mowing project)

(FY16 Price per Acre: \$33.50)

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

### COMMENTS:

The State Official signing this requisition affirms any contract resulting from this request shall comply with the following:

- No employee of the state agency is able and available to perform the services to be provided pursuant to the contract.
- The state agency shall receive, review and accept a detailed work plan from the supplier for performance pursuant to the contract if requested by the State Purchasing Director.
- The state agency has developed, and fully intends to implement, a written plan providing for the assignment of specific state agency personnel to:
  - Monitoring and auditing supplier performance,
  - The periodic review of interim reports, or other indications of performance, and
  - If requested by the State Purchasing Director, the ultimate utilization of the final product of the nonprofessional or professional services.

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D. The work to be performed under the contract is necessary to the state agency's responsibilities, and there is statutory authority to enter into the contract.

E. The contract will not establish an employment relationship between the state or the state agency and any persons performing under the contract.

F. No current state employee will engage in the performance of the contract, unless specifically approved by the State Purchasing Director.

G. The purchase of the nonprofessional or professional services is justified, and

H. The contract contains provisions that are required by 74 O.S. Section 85.41.

To provide mowing within the Department guidelines, to enhance the safety of the traveling public and to reduce grass fire danger. The Department does not have adequate personnel and equipment to meet the above mentioned demands.

### NOTE:

This requisition for services, in accordance with 74 O.S. Section 85.4.E.1, must be signed by the Chief Administrative Officer of the State agency or the Chief Administrative Officer of the requisitioning unit.

ODOT CONTACT: Tracy Terrill, P.E. - Acting Asst. D.E., Maintenance  
PHONE #: (580) 255-7586

Bill to Code: 07000B

REFERENCE REQ. # 3450029796 / AGENCY REQ. # 17-7-0025

This contract shall be in force until expiration date or until 30 days after notice has been given by the State of Oklahoma of its desire to terminate the contract. After the first 6 months, vendor may cancel with 30 days written notice.

Immediate cancellation shall be administered when violations are found to be an impediment to the function of the agency and detrimental to its cause, or when conditions preclude the 30 day notice.

This contract is for an indefinite quantity and the State may, or may not, buy the quantity mentioned in this contract. Vendor must clear all shipments with agency prior to shipping any portion of this contract.

\*\*\*ATTENTION VENDORS\*\*\* It is the Vendor's responsibility to check the DCS/Central Purchasing website frequently for any possible addendums that may be issued. Central Purchasing is not responsible for a vendor's failure to download any addendum documents required to complete a solicitation.

PLEASE SEE ATTACHED SPECIFICATION

Non Binding Contract

This work shall consist of mowing highway right-of-way in accordance with the attached specifications and in reasonable close conformity with the areas and locations as described below:

Project # 1: Grady Co., Portions of SH-19  
SH-19; Beginning at the Jct. of US-81/SH-19, extending easterly to the Garvin County Line.

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### Supplier Responses

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Project # 2: Grady Co., Portions of SH-17 and US-81  
SH-17; Beginning at the Comanche County Line, extending easterly to Jct. US-81/SH-17.

US-81; Beginning 1.0 mile South of Stephens County Line, extending north to the south Chickasha City Limits near Country Club Road.

US-81; Beginning at Jct. US-81 Business/US-81 (south) and extending north to Jct. US-81 Business/US-81 (north), less Rush Springs City Limits.

Project # 3: Comanche Co., Portions of SH-17 and SH-65  
SH-17; Begin at the east city limits of Elgin, extend east to the Grady County Line.

SH-65; Begin at the Cotton County Line, extend north to Jct. SH-17, at Sterling.

Project # 4: Comanche/Stephens Co., Portions of SH-7  
SH-7; Begin at the east city limits of Lawton, approx. 2.9 mi. east of Jct. I-44, extend east to the Stephens County Line.

SH-7; Begin at the Stephens County Line, extend east to the Jct. of US-81.

Project # 5: Stephens Co., Bobby Green Memorial Expressway (Duncan Bypass) and Industrial Spur.  
Duncan Bypass; Beginning at the Jct. of US-81 South, SH-7 East and SH-7 Alternate Route on the west of the right-of-way line, extending northeasterly for approximately 4.46 miles in Stephens Co.

Duncan Bypass; Beginning approximately 4.46 miles northeasterly from the Jct. of US-81 South, SH-7 East and SH-7 Alternate Route, extending northerly for approximately 4.94 miles to the south right-of-way line of SH-7 and SH-7 Alternate Route Jct. in Stephens Co.

Industrial Spur; Beginning on the west right-of-way line of US-81 and SH-7 at the Jct. of US-81, SH-7 and Industrial Spur located approximately 0.822 mile south of US-81 North and SH-7 West Jct., extending west approximately 0.73 mile to the east right-of-way line of SH-7 Alternate Route to the City of Duncan.

Contract Period to Begin: July 1, 2016 thru June 30, 2017.

Initial contract period is one year. Contract may be renewed at the same terms and conditions for 2 successive one (1) year periods.

AGREEMENT PERIOD 07/01/2016 THRU 06/30/2019

507700 (471247) (310) (57091310)

THIS RFP WILL BE EVALUATED ON THE FOLLOWING CRITERIA: COST AND COMPLIANCE WITH SPECIFICATION.

THIS IS APPROVED BY SECRETARY RIDLEY ON 6/08/2016

THIS SOLICITATION IS ISSUED IN ACCORDANCE WITH OKLAHOMA STATE STATUTES; TITLE 74, SECTION 85:12.B.3

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State of Oklahoma  
Department of Transportation  
Purchasing Branch

Responding Bidder Information

"Certification for Competitive Bid and Contract" (see page 3) **MUST** be submitted along with the response to the Solicitation.

1. **RE: Solicitation #** 3450004626 **AGENCY #** 17-7-0025

2. **Bidder General Information:**

FEI / SSN : \_\_\_\_\_ VEN ID: \_\_\_\_\_

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

3. **Bidder Contact Information:**

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

Contact Title: \_\_\_\_\_

Phone #: \_\_\_\_\_ FAX#: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

4. **Oklahoma Sales Tax Permit<sup>1</sup>** (type "X" at one below):

☐ YES – Permit #: \_\_\_\_\_

☐ NO – Exempt pursuant to Oklahoma Laws or Rules

5. **Registration with the Oklahoma Secretary of State** (type "X" at one below):

☐ YES - Filing Number: \_\_\_\_\_

☐ NO - Prior to the contract award, the successful bidder will be required to register with the Secretary of State or must attach a signed statement that provides specific details supporting the exemption the supplier is claiming ([www.sos.ok.gov](http://www.sos.ok.gov) or 405-521-3911).

6. **Workers' Compensation Insurance Coverage:**

Bidder is required to provide with the bid a certificate of insurance showing proof of compliance with the Oklahoma Workers' Compensation Act (type "X" at one below):

☐ YES – include a certificate of insurance with the bid

☐ NO - attach a signed statement that provides specific details supporting the exemption you are claiming from the Workers' Compensation Act (Note: Pursuant to Attorney General Opinion #07-8, the exemption from 85 O.S. 2001, § 2.6 applies only to employers who are natural persons, such as sole proprietors, and does not apply to employers who are entities created by law, including but not limited to corporations, partnerships and limited liability companies.)<sup>2</sup>

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

<sup>1</sup> For frequently asked questions concerning Oklahoma Sales Tax Permit, see <http://www.tax.ok.gov/faq/faqbussales.html>

<sup>2</sup> For frequently asked questions concerning workers' compensation insurance, see [http://www.ok.gov/oid/Consumers/Workers'\\_Compensation\\_Information.html](http://www.ok.gov/oid/Consumers/Workers'_Compensation_Information.html)



State of Oklahoma  
Department of Transportation  
Purchasing Branch

Certification for Competitive  
Bid and/or Contract  
(Non-Collusion Certification)

**NOTE:** A certification shall be included with any competitive bid and/or contract exceeding \$5,000.00 submitted to the State for goods or services.

Solicitation or Purchase Order #: 3450004626 AGENCY #16-7-0025

Supplier Legal Name: \_\_\_\_\_

**SECTION I [74 O.S. § 85.22]:**

A. For purposes of competitive bid,

1. I am the duly authorized agent of the above named bidder submitting the competitive bid herewith, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to said bid;
2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:
  - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
  - b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

B. I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this contract herein.

**SECTION II [74 O.S. § 85.42]:**

For the purpose of a contract for services, the supplier also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

The undersigned, duly authorized agent for the above named supplier, by signing below acknowledges this certification statement is executed for the purposes of (type "X" at one below):

☒ the competitive bid attached herewith and contract, if awarded to said supplier;

OR

☐ the contract attached herewith, which was not competitively bid and awarded by the agency pursuant to applicable Oklahoma statutes.

\_\_\_\_\_  
Supplier Authorized Signature

\_\_\_\_\_  
Certified This Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

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

\_\_\_\_\_  
Email

\_\_\_\_\_  
Fax Number