Lori Hendricks
Wagoner County Clerk

307 E. Cherokee St.
Wagoner, OK
74467
918.485.7716
Fax 918.485.7718

Invitation to Bid

The Board of County Commissioners, Wagoner County, Oklahoma is seeking sealed bids for: Road/Bridge Construction Materials.

Bid is for the 6-month bidding period of July 1 through December 31, 2015 for road/bridge construction materials and services for Wagoner County.

Bid: # 2015-14
Date Published: May 21, 2015 (Wagoner Tribune)
Bidding Period Closing Date and Hour: June 5, 2015 @ 4:00 PM
Sealed Bid Opening Date and Hour: June 8, 2015 @ 9:00 AM
Location: Commissioners' Meeting Room, Wagoner County Courthouse
Requesting Authority: Wagoner County Commissioners

Bid submissions are to be addressed to:

ATTN: Wagoner County Purchasing Agent
P O Box 156
307 E Cherokee
Wagoner, Ok. 74467

Please review the attached Terms and Conditions pertaining to the submission of this bid.

Please pay particular attention to item (1) of the Terms and Conditions. This item specifies how the bid envelopes are to be identified to prevent inadvertent or premature opening of sealed bids. Your compliance will ensure consideration of your bid by the awarding body. Late bids will not be considered.

The Affidavit for Filing with Competitive Bid and Business Relationship Affidavit bearing original signature must be notarized and returned with the bid submission.

This packet contains:

1. Invitation to Bid
2. Terms and Conditions for Bidding
3. Affidavit for Filing with Competitive Bid
4. Business Relationship Affidavit
5. Specifications/Bid Forms for desired item(s) (*may be more than one page of information*).

_____

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Terms and Conditions for Submitting Bids

1. Bids MUST be received in a sealed envelope by the date and time specified in the invitation to bid. Each envelope MUST be legibly marked on the outside with the following information: The word "BID", the bid number and the closing date. This information must be readily observable. Bid packets should be returned to: Wagoner County Clerk, P.O. Box 156, Wagoner, OK 74477 or brought to: Wagoner County Clerk, 307 E. Cherokee, Wagoner, OK 74467.

2. Sealed bids will be opened by the authority requesting the bid, at the location and time specified in the published advertisement and on the "Invitation to Bid" form. Late bids will not be considered.

3. Purchases by Wagoner County, Oklahoma, are not subject to state or federal taxes.

4. Firm prices will be F.O.B. destination.

5. Unit prices will be guaranteed correct by the bidder.

6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.

7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to Furnish notarized sworn Affidavit for Filing with Competitive Bid (Affidavit included in this bid.)

8. This particular bid (commonly referred to as "the six-month bid") establishes base pricing by unit of measure, valid for a 6-month period (January 1 through June 30, 2015) on a variety of materials and services used in the construction and maintenance of the Wagoner County road system.

9. Vendors may cite extraordinary circumstances adversely affecting the base price during the defined 6-month period in their bid submission. Vendor must define a specific condition that will trigger a price increase (example: fuel exceeds $3.599 per gallon.) Vendor must also identify the amount of increase by percentage or by dollar amount for each submitted bid item when specified condition is met. Vendors must verbally notify the Wagoner County Purchasing Agent of the intended base price increase caused by the specified condition before the new base pricing becomes effective. Written notification of the intended price change is required no later than the conclusion of the business week following the verbal notification.

10. The Board of County Commissioners in conjunction with the Wagoner County Purchasing Agent will analyze all qualifying bid submissions. The lowest and or best bid will be determined based on the following considerations:

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a. Price per unit of measure.
b. Distance and delivery time to the desired destination.
c. Product source (manufacturer, retailer, jobber).
d. Product availability.
e. Product quality.
f. Vendor's reliability
g. Specific conditions identified by the vendor triggering a base price increase.
h. Any additional consideration as may be deemed appropriate by the Board of County Commissioners.

11. The Wagoner County Board of Commissioners reserves the right to accept or reject any or all bids, and to make the bid award in the best interest of Wagoner County whether it be lowest bid or best bid.

12. Vendor does not need to return the entire bid packet with submission. The only things required to be to be submitted are the Affidavit and the sheets for the items being bid.

13. NOTE: ALL BIDS MUST BE SUBMITTED ON OUR FORMS. BIDS SUBMITTED ON VENDOR LETTERHEAD OR OTHER FORMS WILL NOT BE ACCEPTED.

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S.A.&I. 425 (2000)

AFFIDAVIT FOR FILING WITH COMPETITIVE BID

STATE OF OKLAHOMA)
)SS
COUNTY OF_____)

_____, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any county official or employee as to quantity, quality or price in the prospective contract, or any other terms of said prospective contract, or in any discussions between bidders and any county official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Bidder:
_____

_____
Signature

Subscribed and sworn to before me this_____ day of _____, 20_____.

_____
Notary Public (or Clerk or Judge)

My commission expires:_____

Note:
Each competitive bid submitted to a county, school district or municipality must be

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accompanied with the above Affidavit as required by 61 Okl.St.Ann. § 138

_____(PROJECT NAME)

STATE OF OKLAHOMA)
)SS
COUNTY OF_____)

_____, of lawful age, being duly sworn, on oats says that he or she is an agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, or other business relationship presently in effect, of which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

_____

Affiant further states that any such business relationship presently in effect of which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

_____

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

_____

(If none of the business relationships herein above mentioned exist, affiant should so state.)

_____
(Signature of Affiant)

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public_____

My Commission Expires_____