



City of Wentzville

Request For Quotation CRACK SEAL MATERIAL

Purchasing Office
5 W. Pearce Blvd
Wentzville, MO 63385
Office: (636) 639-2026
Fax: (636) 639-2029
www.wentzvillemo.org

TABLE OF CONTENTS

	PAGE
TITLE PAGE	COVER
REQUEST FOR QUOTATION NOTICE	3
INTRODUCTION AND GENERAL INFORMATION	4
CONTRACTUAL REQUIREMENTS	5
BID EVALUATION AND AWARD	6
PRICING PAGE	8
NON-COLLUSIVE AFFIDAVIT	9



**CITY OF WENTZVILLE
PARKS & RECREATION DEPARTMENT
WENTZVILLE, MO 63385**

**BID NOTICE
REQUEST FOR QUOTATION**

**RFQ: B12WZ010
TITLE: CRACK SEAL MATERIAL**

RETURN BID TIME AND DATE: 2:00 P.M. FEBRUARY 15, 2012

MAILING INSTRUCTIONS: Print or type **RFQ Number, Return Due Date, and Title** on the lower left hand corner of the envelope or package. Delivered sealed bids must be in the Purchasing Office by return bid date and time.

**RETURN BID TO: BID SOLICITATION # B12WZ010
PURCHASING OFFICE
5 W. PEARCE BLVD
WENTZVILLE, MO 63385**

FAX: 636-639-2029

This document constitutes a request for bids from qualified companies, individuals, and/or organizations to furnish the product and services as described herein. The bidder hereby declares understanding, agreement and certification of compliance to provide the product and services, at the prices quoted, in accordance with all requirements and specifications contained herein and the City of Wentzville Terms and Conditions. The bidder further agrees that the language of this RFQ shall govern in the event of a conflict with his/her bid. The bidder further agrees upon receipt of an authorized purchase order from the City of Wentzville is issued by an authorized official of the City of Wentzville, a binding contract shall exist between the bidder and the City of Wentzville.

BIDDER SIGNATURE REQUIRED

AUTHORIZED SIGNATURE	DATE
PRINTED NAME	TITLE
COMPANY NAME	(Individual Or Partnership Or Corporation) STATE OF:
MAILING ADDRESS	PHONE NO.
CITY, STATE, ZIP	FAX NO.
FEDERAL EMPLOYER ID NO.	Missouri Charter Number (if licensed in MO)
EMAIL ADDRESS	City of Wentzville Business License No.

CRACK SEAL MATERIAL

A. INTRODUCTION AND GENERAL INFORMATION

1. The City of Wentzville is seeking to sealed bids for the purchase crack seal material.
2. Schedule Of Events:
This Request for Quotation (RFQ) will be governed by the following schedule:

Release of RFQ	February 1, 2012
Deadline for Written Questions	February 7, 2012
Responses to Questions	February 8, 2012
Bids are Due	February 15, 2012
3. Questions And Updates:
Bidders are encouraged to submit written questions through the Purchasing Office, Alice Winkelman, at alice.winkelman@wentzvillemo.org . All questions submitted from potential Bidders will be responded to in writing. In order to ensure all potential respondents receive the same information, the City will post its response for any supplemental information requested on the City's website www.wentzvillemo.org/bidding-opportunities.aspx. **Bidders are responsible for checking the City's website for the issuance of any amendments.** The Bidding Opportunities website shall be the official site for RFQ correspondence and the information as related to this RFQ. Any documentation posted elsewhere will not be applicable should a Bidder use the information as related to a contract protest. Please visit this site periodically to check for any additional information.
4. Open Competition:
Any manufacturer's name, trade names, brand names, information and/or catalog numbers listed in a specification and/or requirement are for informational purposes only and are not intended to limit competition. The bidder may offer any brand of product that meets or exceed the specifications. Determination of equivalency shall rest solely with the City. Bids which do not comply with the requirements and the specifications, are subject to rejection without clarification.
5. The City of Wentzville for this RFQ will accept bid submissions by fax or email.
6. Bidders who desire a copy of the bid tabulation shall provide an email address. Bid tabulation copies will not be distributed via telephone, fax, or mail.
7. For bids with a value of \$25,000 or greater: All Bidders are to include within their bid submission a City of Wentzville Business, if available, as a subcontractor and the potential dollar value of the goods and/or services to be purchased as related to this solicitation. When there is not a City of Wentzville business source available to show the same within the bid submission.

8. After award, Bidders whose bid is not selected for award may request to review all bids submitted and other documentation related to the award of this contract. This review may include, if requested, a meeting with staff to gain an understanding as to why their bid was not selected as the best overall bid that met the best interests of the City.

B. CONTRACTUAL REQUIREMENTS

1. Mandatory Requirements

All bids must include the below documents for the Bidder's submitted bid to be considered in the evaluation of bids. The documentation must be completed in total. Bidders are encouraged to address the documentation immediately upon receipt of the bid. **Failure of a Bidder to submit the below completed documentation in the original bid submission will result in the Bidder's bid to not to be considered for evaluation.**

- Non-Collusive Affidavit of Prime Bidder
 - Business registration information on file with the Secretary of State, as applicable to the state where the business headquarters is located.
2. Any information provided to a Bidder outside of the procedural guidelines of this RFQ shall be considered not to be valid and will not be considered during the evaluation process.
 3. Price: All prices shall be as indicated on the Pricing Page. The City shall not pay nor be liable for any other additional costs including but not limited to **fuel surcharges**, taxes, shipping charges, insurance, interest, penalties, termination payments, attorney fees, liquidation damages, etc.
 4. Payment Terms: Contractor shall be paid the amount quoted on the Pricing Page. The Contractor shall submit all invoices complete with necessary support documentation to City and City shall make payment in a lump sum within 30 days of receipt of an invoice after satisfactory performance of the delivery and receipt of the products as shown on the Pricing Page. **The City reserves the right to pay by credit card.**

5. Inspection and Acceptance
No commodities, supplies and/or equipment received by the City pursuant to a contract shall be deemed accepted until the City has had reasonable opportunity to inspect the commodities, supplies and/or equipment.
6. Buy American:
Bidders are encouraged to purchase American-made equipment and products.
7. Buy City of Wentzville and State of Missouri Preference:
Departments are encouraged to purchase commodities and tangible property manufactured, produced, or grown within the local area and in State of Missouri and from all firms, corporations or individuals with licensed businesses in the City of Wentzville and State of Missouri. This guideline pertains to all commodities and tangible property when quality is equal or better and the delivered price is the same or less, or when competing bids, in their entirety, is comparable.
8. The Bidder is cautioned when submitting pre-printed terms and conditions regarding proprietary information, copyright, usage restrictions, license agreements, etc., to make sure such documents do not contain other terms and conditions which conflict with those of this RFQ and its contractual requirements.
9. All bid submissions will become the property of the City. If any proprietary information is contained in the bid submission, it should be clearly identified. Marking the entire bid submission as proprietary will be neither accepted nor honored. If a request is made to view a Bidder's bid submission, the City will comply according to Missouri Sunshine Law.

C. SPECIFICATIONS

Rubber Asphalt Joint Sealer Material shall be a high performance hot applied rubber sealant meeting ASTM Designation D1190 **except** Cone Penetration at 77°F **shall not exceed** 70, and the following specification shall be met:

Resilience	50 – 60% Recover
Ductility, 77°F	45 cm
Brookfield Viscosity 380°F	100 Poise
Unit Weight 60°F	9.0 – 9.4 Lbs/Gal

Melting and Application: The melting kettle should be a conventional oil jacketed unit equipped with an agitator and temperature control devices for both the material and heat transfer oil.

The sealant shall be supplied in solid form which, when melted, and properly applied, forms a resilient and adhesive compound that will effectively seal cracks and joints in both Asphaltic and Portland cement concrete pavements. It must contain a **minimum** of 13% crumb rubber. The crumb rubber content will be determined based on a percentage of the total weight of the product. The sealant shall have a **minimum** pot application life of twelve (12) hours which can be extended by adding fresh sealant to the kettle. The sealant must be able to be

reheated to application temperature at least once after the initial heat up without degradation of sealant specifications.

Bidder **must** furnish **with their bid** a complete and accurate Material Safety Data Sheet, which describes the Brand Name and Manufacturer of the rubber asphalt sealer and the characteristics and uses of the product they are offering.

In addition, the bidder **must** also furnish **with their bid**, current test results concerning the physical properties that were performed by a certified testing laboratory.

It is estimated that 12,960 pounds of the specified product will be purchased annually however, more or less may be purchased. The rubber asphalt joint sealer material shall be furnished in approximately 60 lb pound cartons, delivered on pallets.

Joint sealant material must be compatible with a Crafcro Super Shot ss-125 Melter/Applicator.

The bid price per pound quoted on the Bid Form shall be **FOB DESTINATION FREIGHT INCLUDED** to the following location:

TO: City of Wentzville
Street Department
200 E. Fourth St.
Wentzville, MO 63385

D. BID EVALUATION AND AWARD

1. In accordance with Wentzville/Title 1, Government Code, Chapter 142, Resolution 11-400, the City shall award the contract to the “best” bid, not necessarily the lowest bid. The contract award shall be based on the bid submission and additional information provided that, in the City’s sole discretion, best meets the interests and requirements of the City. The City reserves the right, in its sole discretion, to reject any or all bids, or portions thereof, to waive technicalities or deficiencies in any or all the bids.
2. The price evaluation shall be based on the prices provided by the Bidder on the Pricing Page. Objective price evaluation points shall be determined per the chart below.

3. After determining that a bid satisfies the mandatory requirements, the evaluator(s) shall review all bids as per the evaluation criteria scoring table and award the contract to the best bid(s) meeting specified requirements:

Total Cost	Lowest Bidder – 90 points 2 nd Lowest - 85 points 3 rd Lowest - 80 points and so forth
Location of Bidder	City of Wentzville 10 points St Charles County 6 points Missouri 3 points Other 0 points
Total	100 points

4. Before providing crack seal material for the City, the contractor must receive a properly authorized Purchase Order.

**CRACK SEAL MATERIAL
B12WZ010
PRICING PAGE**

The Contractor shall provide the following bid prices for providing services in accordance with the provisions and requirements stated herein. All costs (shipping/handling, personnel, time, travel, fuel, fuel surcharge, vehicles, mileage, reporting, or other costs) associated with providing the services listed below shall be considered incidental and are to be included in the bid price.

ALL BID PRICES SHALL BE F.O.B. DESTINATION

Brand _____

Unit Price per Lb \$ _____/per lb

Pounds per carton _____/per carton

Delivery date after receipt of order: _____ days

TOTAL BID PRICE FOR 12,960 LBS: \$ _____

Company Name: _____

Missouri Company Chartered Number, if applicable: _____

Signature: _____ Print Name: _____

Email Address: _____ Phone: _____

Address: _____

Delivery After Receipt of Order: _____ days

Bid prices valid until (show date): _____
(Bid prices must be valid for a minimum of 45 days from Bid Due Date.)

Include MSDS and current test results with bid.

