

# **CHELAN COUNTY PUBLIC WORKS DEPARTMENT**

## **Supplying Emulsified Asphalt Product CRS-2P**

### **Contract Provisions & Mandatory Bid Forms**

**BIDS RECEIVED ON FACSIMILE MACHINE WILL NOT BE ACCEPTED**

**Chelan County Public Works**  
316 Washington Street, Suite 402  
Wenatchee, WA 98801  
Phone: 509.667.6415  
FAX: 509.667.6250



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## **BIDDING INSTRUCTIONS**

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In order to be considered for award the sealed bid must contain all forms fully completed, signed and submitted together as the Bid Proposal Package prior to the time of bid opening.

### **DATE OF OPENING BIDS:**

The bid opening date for this contract is **March 4, 2025**. Bid Proposal Packages received prior to **9:30 A.M** on that day will be publicly opened and read.

Sealed bids are to be received at the Board of Chelan County Commissioners, 400 Douglas Street, Wenatchee, Washington 98801.

Each Bid Proposal Package shall be submitted in a sealed envelope, addressed to the Board of Chelan County Commissioners, 400 Douglas Street, Wenatchee, Washington 98801, and shall be marked "**SUPPLYING EMUSLIFIED ASPHALT PRODUCT CRS-2P**" on the outside of the bid envelope.

### **RIGHT TO REJECT BIDS:**

Chelan County reserves the right to reject any and/or all proposals, to accept the proposal or proposals deemed best for the County, or to advertise for new proposals, when, in the opinion of the Board of Chelan County Commissioners, the best interests of the County will be promoted thereby.

### **BID EVALUATION:**

In evaluating bids, the following criteria, in addition to price, quality and delivery, will be considered.

1. Past performance record of the bidder.
2. Ability of the bidder to provide specified material within the time limitations set forth in the specifications.
3. Experience, technical qualifications, skill, ability and capacity of the bidder.
4. Proximity of the production plant to specific projects.
5. Compliance with terms and conditions contained in the contract documents.
6. Equalizing elements, or factors, not specifically listed herein, in addition to that of price which would offset the final cost to, and the benefits to be derived by the County.
7. Qualifications and eligibility of the bidder to receive an award of the contract under applicable laws and regulations.

**TERMS:**

Prices may not vary up or down from the original bid price.

All bids must state a firm price including all applicable Local, State, and Federal Taxes.

No penalty shall be involved for delays caused by acts of God, governmental action, accidents or other causes beyond the County's control.

Chelan County reserves the right to use an alternate vendor if problems develop resulting in the untimely supply of materials.

Chelan County also reserves the right to cancel its purchase if the quality of the product is reduced from the project specifications, or County standards or both, or if the County determines its interests will be better served by another supplier.

**PREPARATION OF PROPOSAL:**

Chelan County will only accept Bid Proposal Packages properly executed on forms provided by the County ("Bid Form").

For a proposal to be considered by the County, the Bid Proposal Package must include all of the following:

1. All prices identified within a proposal must be written in numerical digits (not words) written in ink or typed, and expressed in U.S. dollars and cents.
2. A unit price for each item (omitting digits more than two places to the right of the decimal point).
3. An extension for each unit price (omitting digits more than two places to the right of the decimal point).
4. The total proposal price (the sum of all extensions).
5. Any correction to a bid made by interlineation, alteration, or erasure, shall be initialed by the signer of the bid.
6. The Bidder shall make no stipulation on the Bid Form, nor qualify the bid in any manner.

**CALL FOR BIDS**

**Supplying Emulsified Asphalt Product CRS-2P**

Sealed bids will be received by the Board of Chelan County Commissioners at their office at 400 Douglas Street, Wenatchee, Washington 98801 until **9:30 a.m. on March 4, 2025** and there publicly opened and read as soon thereafter as the matter may be heard.

This Contract provides for supplying Chelan County Public Works with CRS-2P for maintenance operations in the 2025 calendar year, in accordance with the Contract Provisions & Mandatory Forms, the current Washington State Department of Transportation Standard Specifications and amendments, and the contract terms.

The Chelan County, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Complete specifications may be obtained from the office of the Chelan County Public Works, **509.667.6415**, 316 Washington Street, Suite 402, Wenatchee, Washington 98801.

All bids shall be marked “**SUPPLYING EMULSIFIED ASPHALT PRODUCT CRS-2P**” on the outside of envelope.

Additional terms and conditions apply. See the project Contract Provisions & Mandatory Bid Forms for additional information.

Dated at Wenatchee, Washington this 11th day of February, 2025.

BOARD OF CHELAN COUNTY COMMISSIONERS

\_\_\_\_\_  
KEVIN OVERBAY, Chairman

\_\_\_\_\_  
SHON SMITH, Commissioner

\_\_\_\_\_  
TIFFANY GERING, Commissioner

ATTEST: ANABEL TORRES

\_\_\_\_\_  
Clerk of the Board

**BID PROPOSAL PACKAGE**

**Supplying Emulsified Asphalt Product CRS-2P**

To: Board of Chelan County Commissioners  
400 Douglas Street  
Wenatchee, WA 98801

**Bid Due Date:**

***March 4, 2025 @ 9:30 a.m. – Board of Chelan County Commissioners***

Supplying Chelan County Public Works Department with the following materials at the prices established below during the 2025 calendar year:

Item No.	Item	Quantity	Unit	Unit Price	Sub Total	Sales Tax 8.4%	Total
1.	CRS-2P	154	Ton				

\*Sales tax shall be applied to the entire subtotal.

**BID PACKAGE PROPOSAL**

**SIGNATURE PAGE**

To the Board of Chelan County Commissioners:

The undersigned Bidder hereby certifies that the Bidder has read and thoroughly understands the project specifications, addenda, and applicable sections of the current WSDOT Standard Specifications, and has read and thoroughly understands the contract governing the work (collectively "Contract Documents") and the manner by which payment will be made for such work, and is familiar with all of the conditions surrounding the required work, including but not limited to, availability of materials and transportation requirements.

The Bidder hereby acknowledges that by execution of this Bid Proposal Form the Bidder has agreed to all bidding requirements, has fully executed all required bidding documents, and has agreed to fully and completely perform all work required under the Contract Documents if awarded the contract, at the prices stated in this Bid Proposal Package.

Receipt is hereby acknowledged of Addendum(s) No(s). \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_.

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Print Bidder Name	Mailing Address
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Signature of Principal or Officer	City	State	Zip Code
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Print Name of Signatory	Title	Telephone	Fax
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Federal Tax Number	UBI Number
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**Note:**

- (1) This Bid Package Proposal is not transferable and any alteration of the firm's name entered hereon without prior permission from Chelan County will be cause for considering the proposal irregular and subsequent rejection of the bid.

**Failure to return this Declaration as part of the bid proposal package will make the bid nonresponsive and ineligible for award.**

## **NON-COLLUSION DECLARATION**

**I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:**

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
2. **That by signing the signature page of this proposal, I am deemed to have signed and to have agreed to the provisions of this declaration.**

## **NOTICE TO ALL BIDDERS**

To report rigging activities call:

**1-800-424-9071**

The U.S. Department of Transportation (USDOT) operates the above toll-free "hotline" Monday through Friday, 8:00 a.m. to 5:00 p.m., eastern time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "hotline" to report such activities.

The "hotline" is part of USDOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

## SPECIAL PROVISIONS

### **Emulsified Asphalt CRS-2P:**

#### **Description**

The work consists of supplying Emulsified Asphalt CRS-2P for maintenance purposes for the 2025 calendar year, in accordance with these Special Provisions and current WSDOT Standard Specifications.

#### **Materials**

Materials shall meet the requirements of section 9-02 of the current Washington State Department of Transportation Standard Specifications.

#### **Requirements**

Emulsified Asphalt CRS-2P shall be delivered to various maintenance districts throughout Chelan County. Final destination will be provided when orders are placed. The approximated quantities to be delivered to the following districts:

Wenatchee (District 1)	28 Ton
Cashmere (District 2)	28 Ton
Leavenworth (District 3)	42 Ton
Entiat (District 4)	28 Ton
Chelan (District 5)	28 Ton

The Supplier shall supply the Emulsified Asphalt CRS-2P after an order for materials has been placed. The County will place orders no later than 3:00 p.m. the day prior to the expected delivery.

The Supplier shall provide a scale ticket for each load to County personnel taking delivery of materials.

The supplier shall be required to furnish the County documentation that the product sold complies with the requisite specifications

#### **Measurement**

Measurement for Emulsified Asphalt CRS-2P shall be by the ton weighed in accordance with Section 1-09.2 of the Standard Specifications and shall be undiluted as delivered from the refinery.

#### **Payment**

Payment for Emulsified Asphalt CRS-2P shall be the agreed contract price per ton delivered to various maintenance districts. There will be no adjustment to the contract price in the event the actual amount purchased varies from the amount specified in the bid proposal.