

CITY OF ADA, PURCHASING
512 North Stockton Street
Ada, Oklahoma 74820
580/436-6300 x256 Fax 580/436-8044

BID NOTICE
November 3, 2023

Bid Proposal: 24-34-10 **Item:** BIO-SOLIDS DISPOSAL BID
Bid Due: November 28, 2023 @ 1:00 pm CST at City of Ada Purchasing, 512 N. Stockton St., Ada, OK 74820
Bid Opening: November 28, 2023 @ 1:30 pm CST at City of Ada Irving Center, 530 West 5th St Conference Room, Ada, OK
Mailing Address: City of Ada - Purchasing 512 N. Stockton Ada, OK 74820
Published: Ada Evening News, November 4 & 11, 2023

NOTICE IS HEREBY GIVEN THAT:

The City of Ada, Oklahoma and its agencies/authorities herein called (BUYER) will receive **SEALED BIDS** as listed above at which time said bids will be opened and read aloud.

Complete plans, specifications, conditions, etc. and bidding information may be obtained from the City of Ada Purchasing Office, 512 N. Stockton, Ada, OK or at www.adaok.com Bid/RFP tab.

GENERAL CONDITIONS

01. Bidders must complete and submit bid on the provided bid documents. Duplication of bid documents is authorized.
02. Bids must be submitted in a sealed envelope clearly marked "**SEALED BID**" and bear the bid number, item, and bidder's name. Bids improperly marked, submitted, and/or received after the bid opening may be rejected. **FAX bids are not acceptable.**
03. The BUYER is an Equal Opportunity Employer and purchases only from those that comply with applicable Equal Opportunity Provisions. Non-compliance will result in rejection of bids and/or breach of contract.
04. **The bid amount must be FOB -- Ada, OK and exclude all taxes.**
05. Unless so stated, bids will be evaluated by Life Cycle Cost and will be awarded on a "Best Buy" basis as determined by the BUYER.
06. Offer Period – 30 days after the bid opening unless so stated. Formal acceptance will be by receipt of a valid purchase order issued by the BUYER within the offer period.
07. **PAYMENT** -- Unless so stated, full payment will be made approximately 3 weeks AFTER receipt and acceptance of the goods/services and required documents.
08. The BUYER reserves the right to negotiate changes/alterations/quantities to the base bid with the low bidder.
09. The BUYER reserves the right to waive any informalities in the bidding process and/or reject all bids.
10. Mistakes, Errors, Bid Withdrawal, or Adjustments.
 - A. Prior to bid opening, bidders may withdraw or alter their bids or submit adjustments or attachments provided the total bid amount is not revealed and it does not provide an unfair advantage to the bidder.
 - B. After bid opening, only corrections of obvious errors will be accepted.
11. Bond Requirements: Bid Bond, Performance Bond, and Statutory Bond for the full amount of bid for the entire year (see specifications-**Securities**)
12. Insurance Requirements: General Liability Ins. And Workers' Compensation
13. Bid Documents: Bid Notice, Bid Proposal Form with Detailed Specifications.

Pam McKinzie, Purchasing Director

BID PROPOSAL FORM: 24-34-10 -- BIO-SOLIDS DISPOSAL BID

Submitted by (Name of firm): _____

Submitted to (mail): CITY OF ADA - PURCHASING, 512 N. Stockton Ada, OK 74820

Bid Due: November 28, 2023 @ 1:00 pm CST at Purchasing, 512 N. Stockton St, Ada, OK

Bid Opening: November 28, 2023 @ 1:30 pm CST at Irving Center

Bid Location: City of Ada Irving Center, 530 West 5th St Conference Room, Ada, OK 74820

This is a formal bid proposal submitted by the bidder to the City of Ada, Oklahoma / Ada Public Works Authority herewith called "BUYER", as a legal offer. When properly accepted by an authorized agent of the BUYER; it shall constitute a firm and binding contract between these two parties in accordance to the conditions and specifications stated and/or implied within the bid documents.

This bid is intended to provide for the **LOADING, HAULING, AND INCORPORATION** of approximately **900,000** gallons or approximately **65 inches** of **SEWAGE BIO-SOLIDS** **once a year between February and March of each year**, per certain conditions and specifications stated and/or implied within the bid documents. Based on the Bio solids tank size there is approximately 13,817 gallons per inch. **Aeration of the disposal site is required prior to the application of the liquid bio-solids.**

This offer will be valid through June 30, 2024, with the option of extending for three (3) additional year, if services are acceptable. The City reserves the right to cancel the contract at any time for unacceptable services and/or non-appropriation of funds.

Site Preparation.....\$ _____ per ACRE

Bio-solids Transportation.....\$ _____ per INCH

List of Equipment Used for Disposal: _____

Specifications:

1. The BIDDER will provide ALL personnel, equipment, and materials necessary to LOAD sewage Bio-solids from holding tank(s) at the Ada Sewage Treatment Plant into approved vehicles, HAUL the Bio-solids to Davis Ranch, located west of Ada, OK in compliance to appropriate Oklahoma Department of Public Safety regulations for road usage, and **INCORPORATE** the Bio-solids over specified pastures by discharging the Bio-solids from the rear of the vehicle as specified by FR-503. **ALL equipment includes a solid waste pump capable of removing the thick, heavy Bio-solids toward the end of the Bio-solids removal project. The haul process each year will require that the holding tank is completely clean.**

2. The bidder will provide aeration, which consists of creating openings in the soil surface to a maximum depth of 6 inches using a soil aerator. Care will be taken to prevent excessive damage to the roots of the existing vegetation and compaction of the soil through use of improper equipment or improper aeration methods. Approximately 40 acres.
3. The bidder must perform post aeration after completion of application. Approximately 40 acres.
4. A BIDDER employee will witness the measurement of inches in the Bio-solids tank at the beginning of each work day and at the end of each work day with a City of Ada employee.
5. The route of travel will be from Ada's sewage treatment plant to the Davis Ranch, directions as follows: Sewer Plant to Richardson Loop (.4 miles), turn west on Richardson Loop to Highway 3W exit (2.8 miles), 3W to CR 3500 (5.2 miles), North on CR 3500 to CR 1500 (1 mile) a distance of approximately 9.9 miles -- one way. Hauling through the City of Ada is prohibited.
6. The vehicles will have a pressurized tank and rear discharge. The tank will be free of oil and Salt water residue. The vehicles and operators must comply with all appropriate Dept. of Public Safety requirements and restrictions for road usage to include, but not limited to, insurance, tags, licenses, weight, speed, etc.
7. The BIDDER will be responsible to open and close all fence gates as specified by the property owner.
8. The BIDDER can work all days during day light hours only. The BIDDER has a time limit of week (1) week weather permitting to get the Bio-solids disposal completed, using a minimum of three (3) trucks. Weather shall be noted and approved by the liquid Waste Superintendent.
9. The BIDDER will be responsible for any damages done, by the bidder, to personnel, property, equipment, and/or livestock in pursuit of this contract to include restoring fence, pastures, roads, etc. to a condition equal to or better than existed at the beginning of this contract.
10. The successful BIDDER shall provide evidence of the required securities after they are notified that they were awarded the bid. The Liquid Waste Department Supervisor will schedule the work to be performed.
11. Securities:
 - A. All bidders must submit a 5% Bid Security (Bond, Letter of Credit, or Cashier's Check) to insure bidder can comply with the requirements of the bid documents. These bonds will be returned to the unsuccessful bidders upon awarding of this contract.
 - B. The successful bidder must provide a 100% performance bond and a 100% statutory bond within 10 days after official notifications of acceptance of their offer. Please make sure your company can meet the bonding requirements before bidding.
12. Insurance: Within 10 work days of awarding of this contract, the successful bidder must:
 - A. Provide evidence of \$1,000,000 liability insurance naming the City of Ada as co-insured.
 - B. Provide evidence of Worker's Compensation Insurance per Oklahoma Statues.
13. Full payment will be made within 25 days of successful completion of each phase and receipt and acceptance of required documentation.

NON-COLLUSION AFFIDAVIT

The undersigned, of lawful age, being first duly sworn, on oath, says that (s) he is the bidder or bidder's authorized agent, and is authorized to submit this bid (offer). Affidavit further states that the bidder, or bidder's agent, has not been a party to any collusion among bidders in the restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or price in the prospective contract; or in any discussion between bidder and/or City of Ada, OK officials concerning exchange of moneys or other things of value for special consideration on the letting of this bid.

BUSINESS RELATIONSHIP AFFIDAVIT

If none of the business relationships mentioned exists, affidavit should so state "NONE".

The undersigned, of lawful age, being first duly sworn, on oath says that (s) he is the bidder or bidder's authorized agent to submit this bid. Affidavit further states that the nature if any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this bid with any City of Ada, OK officials or employee is as follows:

Affidavit further states that any such business relationship presently in effect or which existed one (1) year prior to this bid between the bidder or officers or employees of the City of Ada, OK or other party to this bid is as follows.

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

Firm: _____ Name: _____

Address: _____ Signature: _____

City/St/Zip: _____ Title: _____

Phone: _____ Date: _____

NOTARY

Subscribed and sworn before me this _____ day of _____, 20__

My notary expires _____ Notary: _____

CONTRACTOR/BIDDER INFORMATION SHEET

**To be completed by all Bidders
For Contracts with the City of Ada
(Please print or type)**

Project No. or Description	BIO-SOLIDS DISPOSAL BID
Full Name of Bidder	_____
Legal Identity (Corporation, Partnership, Individual, etc.)	_____
Address	_____
City, State, Zip	_____
Telephone No.	_____
Fax No.	_____
Taxpayer Id Number	_____
Contact Person	_____
Phone No.	_____
Fax No.	_____
E-mail address	_____
Web page Address	_____
Years in Business	_____

REFERENCES:

#1

Company/City Name: _____

Address: _____ City: _____ ST: _____

Contact Person/Title: _____

Contact Phone: _____ Mobile: _____

E-Mail Address: _____

Job/Date: _____

#2

Company/City Name: _____

Address: _____ City: _____ ST: _____

Contact Person/Title: _____

Contact Phone: _____ Mobile: _____

E-Mail Address: _____

Job/Date: _____

#3

Company/City Name: _____

Address: _____ City: _____ ST: _____

Contact Person/Title: _____

Contact Phone: _____ Mobile: _____

E-Mail Address: _____

Job/Date: _____