



HIGHWAY DIVISION

ADMINISTRATION

Supply and Material Bid/Quote for 2020

The Elkhart County Highway Department, through the Board of County Commissioners, is soliciting bids for various materials and supplies used in constructing and maintaining roads and bridges.

Purchasing Laws and Regulations: Purchasing laws regulating the bidding of supplies and materials are found in Indiana Code Sections 5-22-7 et. seq. and the Elkhart County Purchasing Ordinance.

Purchase Commitment of Supplies and Materials: The quantity for each bid item listed is an estimated quantity to be purchased based upon historical purchases by the Department. The vendor should be prepared to supply the amount(s) required, but also understand the actual amount of a supply and material purchased may be more or less, depending upon a variety of factors such as weather, funding, and other influences beyond the control of Elkhart County Highway. If there are limitations or minimum requirements for quantities purchased, the vendor should clearly spell out such requirements by attaching an explanation of the requirements with their respective bid to disclose such information.

Requirements of Bidder: Vendors shall have a minimum two (2) years verifiable experience in supplying the materials or supplies offered in their respective bid. Elkhart County reserves the right to require performance bonds from vendors who fail to demonstrate two (2) years' experience in supplying materials or supplies. The performance bond requirement shall be at the sole discretion of Elkhart County.

Bid Evaluation: Bids shall be evaluated and awarded to the most responsive and responsible bidder. The Elkhart County Commissioners reserve the right to award contracts to all responsible and responsive bidders for certain items if the Elkhart County Commissioners, upon receipt of the bids, determine in the best interest of Elkhart County that an award to more than one bidder is appropriate based upon such factors as the quality of materials; geographic proximity to Elkhart County sites; delivery or pick-up expense to Elkhart County; quantities needed; time of delivery or availability; the current price; and any other factors identified in the Specifications

Availability of Supplies and Materials: Supplies and materials offered by the bidder shall be readily available. Vendor shall stock all materials and supplies and deliver promptly upon receiving a purchase order or purchase authorization. In the event a vendor fails to provide a supply or material, Elkhart County reserves the right to terminate future purchases and any remaining obligation to purchase quantities will be voided.



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Bid Price Period: Bidder to guarantee bid price for purchases through December 31, 2020. Vendors who cannot guarantee quantities of material bid to be available, or who cannot guarantee their respective bid price through calendar year 2020 should not submit a bid (with the exception of Liquid Asphalt Item #1) . By submitting a bid, vendor is guaranteeing no price increase for the duration of calendar year 2020. Bidders who attempt to adjust the cost of their material upward will not be compensated above their respective bid price. Vendors who fail to provide material consistent with their bid will be subject to available remedies and future sanctions, including being deemed non responsive or not responsible according to Indiana State Purchasing Statutes. Vendors who can provide lesser quantities than specified should submit a bid and note the quantity which can be supplied in their bid.

Material and Supply Bid/Quote Specifications

ITEM 1 - LIQUID ASPHALT**A. AE 90**

Quantity - 200,000 gallons, more or less

B. AE 90 S

Quantity - 50,000 gallons, more or less

Specifications:

1. Bidder to list composition percentage for each mixture to include the following:
 - a. The percentage of asphalt.
 - b. The percentage of petroleum solvent.
2. All materials to meet current INDOT specifications.
3. Bid price shall include:
 - a. Cost for delivery to any site in Elkhart County.
 - b. Cost for Elkhart County to pick up at Supplier's yard.
4. Bidder shall provide up to two hours unloading time per tank delivery.
5. Bidder shall indicate demurrage charges for deliveries taking more than two hours to unload.
6. Bidder shall be permitted to submit bid with escalator clause.
7. Elkhart County shall reserve the right to test material for compliance to specifications. Material shall be tested by a certified laboratory experienced in asphalt materials testing.



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8. In the event material does not meet required specification and is rejected, Elkhart County shall not be responsible for the payment of the semi load of material out of the required specification.
9. Bidder to provide on-site technical support when needed.
10. Vendor shall be subject to a “reversed demurrage charge” from the County to the vendor when the vendor is more than two hours late for pre-arranged, scheduled delivery of material. Such charge shall be equal to the demurrage charge vendor charges to County in accordance to #4 & #5 in above specifications. When such instance occurs, the County immediate notice to the vendor of the date and time of the occurrence, and shall deduct the demurrage charge from the invoice of the delivery.

ITEM 2 HOT ASPHALTIC CONCRETE, PLANT MIXED

- A. **Surface Material** – 3,000 tons, more or less

Specifications:

1. All materials and mixing shall be in accordance with the Indiana Department of Transportation standard specifications or Elkhart County Highway Standard Specifications.
2. Bid price to include loading into County vehicles at supplier’s yard.

ITEM 3 LIMESTONE & RECYCLED CONCRETE

- A. **Rip Rap** – 1000 tons, more or less
B. **#2 Limestone** – 1000 tons, more or less
C. **53 stone** – 100 tons, more or less
D. **#2 Crushed Concrete** – 500 tons, more or less

Specifications:

1. All material to meet current Indiana Department of Transportation standard specifications (exception: crushed concrete)
2. Bid price to include loading into County vehicles at supplier’s yard.

ITEM 4 WASHED SAND

Quantities of 20,000 tons or less



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1. Fine Aggregate shall comply with Indiana Department of Transportation Specifications.
2. Bid price to include loading into County vehicles at supplier's yard.

ITEM 5 DUST CONTROL

38% Calcium Chloride - 100,000 gallons or less

Specifications:

1. Calcium Chloride price to include delivery to and application to each and every gravel road to be sprayed at the determination of the Highway Department.
2. Application must be by a distributor truck capable of controlling the application rate consistently.
3. County, with assistance from vendor, shall document the exact number of gallons of material applied per section of road and document such use for transparency, accuracy, and billing.
4. Vendor shall be required to submit, at the County's discretion, to material sampling and testing at the County's expense. Such samples will be spilt and the vendor shall have a duplicate sample.
5. Calcium Chloride properties:
 - a. Calcium Chloride material shall not be less than 38% of actual calcium chloride.
 - b. Specific gravity (@ 77 degrees) – 1.392
 - c. Weight per gallon – 11.57 lbs/gallon
 - d. Gallons per ton of solution @ 77 degrees - 173
6. Testing may be randomly performed on various tanker deliveries. In the event a tanker load is not within the range specified above the tanker load shall be declared defective. County shall not pay for any defective tanker material sprayed. Vendor shall respray roads with the appropriate specified material.

ITEM 6 ANTI-ICING/DEICING LIQUIDS

Quantity – 10,000 gallons more or less.

Elkhart County reserves the right to consider various products and make purchases the discretion of Elkhart County based upon the needs of the transportation system, as determined by Elkhart County.



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ITEM 7 GRAVEL

A. Bank Run Maintenance Gravel

1,000 tons or less

B. Processed Maintenance Gravel

10,000 tons or less

Specifications:

1. Bank run gravel
 - a. Material shall be inspected and approved by the manager or designated employee before purchase is made.
 - b. Material not meeting the individual job requirements shall not be purchased.
2. Processed gravel
 - a. Material shall be blended and processed so that the mixture shall conform to the requirements of the Indiana Department of Highway Standard Specifications.
3. All gravel to be weighed on bidder's scale.
4. Weighing and submission of weight slips shall be the responsibility of the bidder.
5. Bid price to include loading into County vehicles at supplier's yard.

The material shall be paid for on a monthly basis upon submission of scale weight slips and an invoice. The County will not guarantee any minimum purchase during any annual period. Bid price shall be priced per ton.

ITEM 8 GASOLINE AND DIESEL FUEL

A. General Specifications

1. Fuel dispensing locations shall be located in Elkhart County.
2. Vendor shall extend bid price to fuel locations outside of Elkhart County when vendor has associated fuel locations available outside of Elkhart County.
3. Fuel locations shall be of the "card type" that allows the purchase of fuel via the use of a card identifying the user and/or identifying the vehicle the fuel is being dispensed into.
4. Elkhart County is exempt from certain fuel taxes.

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5. Vendors shall provide monthly report of purchases. Such report will indicate the following:
 - a. Individual vehicle fuel used
 - b. Mileage at each sale
 - c. Date of sale
 - d. Time of sale
 - e. Cardholder making each purchase
6. All bids to contain an escalate-de-escalate clause.
7. Bidder to verify OPIS base price information upon request by Elkhart County.
8. County to provide payment within 15-30 days of invoice.

B. Diesel Fuel Specifications

1. #2D, minimum C tane 45; total sulfur content - .2-.3% range; flash point minimum 130 degrees F; cloud point -0 degrees F, maximum 10% biodiesel.
2. Fuel to be free from water or other contaminants that may cause damage to engines.

C. Regular Unleaded Specifications

1. Unleaded fuel to contain a minimum octane of 87
2. Fuel to be free from water or other contaminants that may cause damage to engines.

D. Bidding alternatives/options

1. Prices for gasoline and diesel fuels are to be computed and adjusted according to market prices for fuels.
2. Base Price Definition: The BASE PRICE shall be the average price for each grade of fuel reported by Industry Weekly Publication called "Oil Price Information Service", (OPIS) plus any other applicable taxes or EPS charges.
3. Bid Price Definition: The BID PRICE shall be the additional cost per gallon the bidder desires over the Base Price. This amount shall be firm for the full term of the contract and shall not fluctuate. Bidders shall indicate only the bid price on the bid forms provided. **DO NOT INDICATE TOTAL PRICE PER GALLON.**



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All bid prices are to be expressed as a decimal. Example: If the bid price is five and three quarters cents per gallon, express as 0.0575.

PRICE ADJUSTMENTS

Base Price: ** The base price shall be adjusted weekly, determined Wednesday, effective the following Monday of each week. The adjustment for the week will be made upon receipt of "OPIS" and the short term fixed price shall apply for the next subsequent week.

EXAMPLE: "OPIS" dated Wednesday, March 14, 2013, shall apply for purchases during the week of Monday, March 19 thru Sunday, March 25, 2013.

**THE BASE PRICE FOR EACH PRODUCT SHALL BE THE PRICES PUBLISHED FOR NILES, MI. AS THE DESIGNATED REPORTED CITY. THE BID PRICE SHALL INCLUDE ALL DELIVERY AND MISC. FEES.

E. DELIVERY SITES

1. In addition to obtaining fuel at a vendor's location, Elkhart County Highway maintains three sites where fuel is dispensed from 250 gallon above ground storage tanks.
 - a. 18400 CR 50, New Paris, Indiana
 - b. 610 Steury Ave., Goshen, Indiana
 - c. 59308 C.R. 7, Elkhart, Indiana
 - d. CR 38 & CR 17 Truck Barn
2. Vendor to provide tanks for the above sites. Vendor's bid for fuel delivered to the above sites shall be a "DELIVERED PRICE". The DELIVERED PRICE shall be the base price adjustment factor the bidder quotes. This amount shall be firm for the full term of the contract, plus any renewals. Bidders shall indicate only the bid price on the bid forms provided. DO NOT INDICATE TOTAL PRICE PER GALLON.
3. All DELIVERED PRICES are to be expressed as a decimal. Example: If the DELIVERED PRICE is nine and a half cents per gallon, express as 0.095.

F. HISTORICAL QUANTITIES USED (more or less)

1. Regular Unleaded dispensed from vendor's facility – 8,000 gallons
2. Diesel Fuel (road use) dispensed from vendor's facility– 200,000 gallons



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3. Diesel Fuel (off road use) dispensed from vendor's facility– 1,000 gallons
4. Diesel (off road use) delivered to Highway Storage Tanks – 5,000 gallons

G. FIXED PRICE FUEL CONTRACT

From time to time Elkhart County Highway will purchase fixed fuel contracts for a pre-determined period of time based upon market conditions in accordance with I.C. 5-22-10 et. seq. and the Elkhart County Purchasing Ordinance. When an opportunity to purchase fuel at a fixed price for a pre-determined period of time occurs, vendors who have expressed an interest in providing a fixed price, fixed term fuel purchase contract will be notified and given an opportunity to provide a fixed price for the pre-determined period of time. Vendors interested in bidding on fixed price fuel contracts shall provide a letter of interest in providing fixed price contracts and contact information including phone number and/or email address.

End of Specifications