

Request for Proposal



Snowplow Equipment (Blades, Wing Stock Steel) (delivered)

The Lincoln County Highway Department is seeking to contract with an individual or entity to provide snowplow blades and snowplow wing stock steel meeting Department specifications and in quantities as specified.

Detailed specifications and instructions may be obtained from Dave Pankow, Lincoln County Shop Foreman (715.539.2507) at the Highway Department (100 Cooper Street, Merrill, WI 54452), or online at www.co.lincoln.wi.us. Proposals must conform to the requirements of the specifications and instructions.

Proposals must be received by the Highway Department no later than 2:00 PM on Tuesday, May 21, 2024 and will be publicly opened at the Highway Department Office located at 100 Cooper Street, Merrill at 2:05 p.m. that day.

INSTRUCTIONS

1. PROPOSALS.

All proposals will be addressed to Lincoln County Highway Department (Attn: Dave Pankow, Shop Foreman), 100 Cooper Street, Merrill, WI 54452, and delivered to the Lincoln County Highway Department. Proposals must be legibly printed or type written. Proposals must be sealed in an opaque envelope labelled “**Snowplow Equipment (Blades, Wing Stock Steel)**”. Proposals must set forth the scope of services to be provided and the qualifications of the individual or entity. Any deviation from the specifications or these instructions must be noted clearly and concisely. Proposals must be signed (by the individual or by a duly authorized representative of the entity) and dated. Proposals must remain firm for a period of ninety (90) days.

Issuance of this request for proposal does not confer any rights to any prospective proposer and does not obligate Lincoln County to engage in any procurement or to purchase. Any costs associated with the preparation of a response to this request shall be the sole responsibility of the person submitting the proposal.

Any confidential or proprietary information should be clearly marked as such. The County will use discretion with regards to disclosure of confidential or proprietary information contained in any proposal, but cannot guarantee that information will not be made public. As a governmental entity, the County is subject to Wisconsin's Public Records Law.

Once submitted, the proposals and any supplementary documents become the property of Lincoln County.

2. LATE PROPOSALS

Proposals that are not timely received will not be accepted. Late proposals will not be opened nor returned to the bidder. Proposals by email or fax will **NOT** be accepted. Actual receipt is required.

3. COMPETITIVE BID.

This is a competitive proposal/bid. The contract shall be awarded to the lowest responsible proposer/bidder.

4. QUALIFICATIONS OF INDIVIDUAL OR ENTITY

Individual or entity shall be licensed, certified, accredited, and/or meet all of the necessary qualifications to perform the services/work contemplated. Lincoln County may make that investigation as it deems necessary to determine the ability of the individual or entity to perform the services/work. Lincoln County reserves the right to reject any proposal if the individual or entity fails to satisfy the County that the individual or entity is qualified to perform the services/work contemplated.

Lincoln County may, in its' sole discretion, require proposers to submit sworn statements as to financial ability, equipment and experience in the work/services prescribed AND other matters that the County requires for the protection and welfare of the public in the performance of a public contract. Persons or entities offering bid proposals are strongly

encouraged to incorporate such information (and references for recent, similar work performed) in their bids.

5. CONSIDERATION/AWARD OF CONTRACT

Lincoln County reserves the right to reject or accept any or all proposals, or parts thereof, and/or waive technical defects. This solicitation may be cancelled.

The award of this contract shall be to the lowest responsible and qualified individual, entity or entities offering the most advantageous bid to Lincoln County, so long as the bid is deemed compliant.

A responsible individual or entity is one who is not only financially responsible, but who is possessed of the judgment, skill, ability, capacity and integrity requisite and necessary to perform a public contract according to its' terms. Lincoln County reserves the right to consider all elements entering into the question determining the responsibility of the individual or entity.

Lincoln County and/or its' designee may choose to conduct interviews of qualified and responsible proposers and/or contact current and former customers of proposer.

6. CONTRACTOR/BIDDER ASSUMES RESPONSIBILITY

It is the responsibility of all bidders to carefully read the entire Request for Proposal, along with the specifications and provisions applicable to provide successful submission and completion of a bid. If you discover any ambiguity, inconsistency, or error in the bid documents or specifications, you must notify Dave Pankow, Lincoln County Shop Foreman, 100 Cooper Street, Merrill, WI 54452, in writing or via email at (dave.pankow@co.lincoln.wi.us). Only interpretations or corrections made in writing by the Lincoln County Highway Commissioner are binding. You shall not rely on interpretations or corrections made in any other way. All requests for interpretations or corrections must be received by the Lincoln County Highway Commissioner no later than Tuesday, May 14, 2024 at 12:00 pm. Requests for interpretations and responses will be sent to all vendors that have requested and/or received the bid documents by 4:00 PM on Thursday, May 16, 2024 and at www.co.lincoln.wi.us .

Proposers/bidders assume responsibility for carefully examining the RFP and specifications for the work contemplated; investigating the conditions to be encountered; being satisfied as to the character, quality, and quantities of work to be performed and any materials to be furnished; understanding the requirements of the specifications, special provisions, and contract. Submission of a proposal shall be considered conclusive evidence that the bidder has made such examination.

7. CONTRACT

The successful individual or entity shall execute an Independent Contractor Agreement within fifteen (15) days after notice of the award of the contract is given. The request for proposal, instructions, specifications and proposal in their entirety form the primary basis of the agreement and will be made part of the agreement.

8. LAWS AND REGULATIONS

The successful individual or entity must be cognizant of and shall abide by all applicable federal, state and municipal laws, ordinances, rules and regulations. Any permit, license, certification, accreditation (and any fee therefor) shall be the responsibility of the successful individual or entity.

9. ETHICS/CONFLICT OF INTEREST

It shall be unethical for any person to offer, give or agree to give any elected official, employee or former employee or to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement, a purchase request, influencing the contents of any specification or procurement standards, rendering any advice, investigation, auditing, or in any other advisory capacity in any proceedings or application request for ruling, determination, claim or controversy or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefor.

10. INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the County and its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney fees, arising out of or resulting from the services provided by the Contractor for the request services addressed in this document.

11. INSURANCE

The selected individual or entity shall have adequate insurance coverage that will protect operations conducted under contract, whether performed by the contractor or anyone employed by them. The contractor shall be required to furnish the County an insurance certificate five (5) days prior to contract award, certifying the contractor is covered by the following types and amounts of coverage:

Type	Limits
Worker's compensation & Employer's Liability	Coverage A: \$ Statutory; Coverage B: \$100,000 Employers Liability
CGL/General liability (Bodily injury/Personal injury, Property damage)	\$1,000,000 each occurrence, Combined single limit \$2,000,000 each occurrence, Combined single limit (excavating/underground/collapse, if applicable to project) \$5,000,000 each occurrence, Combined single limit (if asbestos is involved in project)
Automobile liability – owned/hired/non-owned vehicles (Bodily injury/Property damage)	\$1,000,000 each occurrence, Combined single limit
Umbrella excess liability insurance	\$1,000,000 each occurrence, Combined single limit

Failure of County to demand such certificates or other evidence of full compliance with these insurance requirements or failure of contractor to identify a deficiency from evidence provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance. Contractor shall maintain insurance for the duration of the contract.

The certificate shall list the Certificate Holder and address as follows: Lincoln County, 801 North Sales Street, Merrill, Wisconsin 54452.

Insurance shall include under the General Liability and Automobile Liability Policies "Lincoln County, its employees, elected officials, representatives, and members of its boards and/or commissions" as "Additional Insured's".

All insurance shall include a thirty (30) day notice to the County prior to cancellation or material policy change.

Contractor shall require sub-supplier; if applicable, to furnish identical Certificates of Insurance to Lincoln County prior to contract taking effect.

12. NO ASSIGNMENT

Assignment by the selected Contractor to a third party of any contract entered into for this project is prohibited and will not be recognized by the County unless approved by the County in writing in advance.

13. TAX EXEMPT STATUS.

Lincoln County is a tax-exempt municipality under sec. 77.54(9a), Wis. Stats.

SPECIFICATIONS

1. PROJECT NARRATIVE

The project is to provide the specified SNOW PLOW BLADES & SNOW PLOW WING STOCK STEEL in the quantities listed including a manufacturer's warranty and/or a supplier's warranty. Delivery is F.O.B. to Lincoln County Highway Department, 100 Cooper Street, Merrill, WI.

2. SPECIFICATIONS/SCOPE OF SERVICES

These specifications/scope of services are intended to be primarily goal-oriented versus prescriptive in nature. All items, details of construction, services or features not specifically mentioned which are regularly furnished in order to provide the services described herein shall be furnished at the proposed price and shall conform in strength, quality and workmanship to that usually provided by the practice.

The bidder/contractor is to provide a fixed unit price for each of the items listed. The Lincoln County Highway Commissioner retains the right to purchase additional quantities of the listed items at the bid prices for a period of 60 days. Payment for the total order cost will be made upon final inspection of product to determine compliance with the specifications listed.

***** Respondents should use the attached bid sheet to respond to this RFP. *****

3. GENERAL REQUIREMENTS, PERMITS, CODES AND STANDARDS

- A. All work under this contract shall be done in strict accordance with State of Wisconsin DNR & DWD, Federal Environmental Protection Agency (EPA) Clean Air Act, Occupational Safety and Health Administration (OSHA) worker safety codes and regulations, and all applicable Federal, State and local regulations, standards and codes governing lead and asbestos abatement and any other trade work done in conjunction with this project. All applicable codes, regulations and standards are adopted into this specification and will have the same force and effect as this specification.
- B. The contractor shall apply for and have on-site all required permits and licenses to perform the work as required by Federal, State and Local regulations.
- C. It is the contractor's responsibility to provide all materials, equipment and labor necessary to achieve any clearance or approval to both do the work and to put the work into service.
- D. It is the contractor's responsibility to provide and maintain protection for the public from any hazards caused by this work.
- E. Contractor will be responsible for assuring that employees are provided with and wear any protective gear as required by any regulatory agency.
- F. Contractor agrees not to discriminate against any employee or applicant for employment to be employed in the performance of the work, with respect to hire tenure, terms, conditions or privileges of employment, or a matter directly, or indirectly related to employment, because of age (except where based on a bona fide occupational qualification) or race, color, religion, national origin, or ancestry.

4. COMPENSATION

The bidder/contractor is to provide a fixed unit price for each of the items listed. The Lincoln County Highway Commissioner retains the right to purchase additional quantities of the listed items at the bid prices for a period of 60 days. Payment for the total order cost will be made upon final inspection of product to determine compliance with the specifications listed.

5. PROJECT SCHEDULE

EVENT	SCHEDULED DATE	TIME (all CST)
Release of RFP	Thursday, April 25, 2024	1:00 PM
Site Visit/Pre-Bid Conference	Not applicable	N/A
Clarification/Questions	In Writing to the Shop Foreman	No later than 5/14/24 @ 12:00 PM
Written Answers	Thursday, May 16, 2024	No later than by 4:00 PM
Proposals Due	Tuesday, May 21, 2024	2:00 PM
Proposals Opened	Tuesday, May 21, 2024	2:05 PM
Reference Checks/Visits	N/A	NA
Committee Action on Bid	To be Announced	To be Announced
Completion Date	Thursday, September 26, 2024	4:00 PM

6. QUALIFICATIONS

A. Relevant Experience: Experience supplying snowplow blades and snowplow wing stock steel (delivered).

B. Contractor Information

- i. Letter of introduction that includes name of contact person and contact information.
- ii. Office location(s), ownership and affiliation, size of entity/company
- iii. References – provide client name, contact name/title/address/phone of at least three clients that have been or are currently being provided similar service within the last five (5) years

Blade Order and Wing Stock Steel - Delivered Open Carrier F.O.B.			
Lincoln County Highway Department			
100 S Cooper Street, Merrill, WI 54452			
Price per Unit/Blade	Quantity	FLAME HARDENED UNDERBODY	
	30	pcs	5/8" to 7/8" x 8" x 5' flame hardened underbody blades with WR - 62
	30	pcs	5/8" to 7/8" x 8" x 6'
		CARBIDE UNDERBODY	
		pcs	7/8"x5"x5' carbide inserted carbide embedded single bevel flat 99-4299
	20	pcs	7/8" x 5" x 4' shielded SFE
		PLOW FLAME HARDENED	
	70	pcs	1" x 8" x 3' STP snowplow blade flame hardened holes on 12" center FH or RC 62
		pcs	1" x 8" x 4' STP snowplow blade flame hardened holes on 12" center FH or RC 62
		BACKER PLOW STANDARD BLADE	
	20	pcs	1/2" x 8" x 9' prepunched square edge flat blade RC-24-34
	20	pcs	1/2" x 8" x 12' prepunched square edge flat blades RC-24-34
		**All prepunched wing and plow blades shall be punched at standard hole spacing, with 3/4" holes starting at 3", 6" and 12" from each end. An additional row of 3/4" holes shall be punched 2-1/2" down, center from the first row of holes.	
		CARBIDE PLOW BLADE	
		pcs	3/4" x 6" x 4' carbide inserted front plow blade w/cover blade
		GRADER STANDARD BLADE	
		pcs	5/8" x 8" x 7' DBC S & D punched grader blades RC-24-34 (3/4" punch holes for plow bolts)
		GRADER FLAME HARDENED BLADE	
	30	pcs	3/4" x 8" x 7' DBC S & D punched grader blades (3/4" punch holes)
		CARBIDE IMBEADED RUBBER BLADES	
	30	pcs	4' Joma 6000 style front plow blades
	12	pcs	3' Joma 6000 style wing blades
		CLAMP BARS FOR RUBBER BLADES	
		PCS	4'
		PCS	3'
		CURB BUMPERS FOR RUBBER BLADES	
		PCS	RIGHT HAND
		PCS	LEFT HAND
		NO SUBSTITUTIONS	
		**If blades received do not meet specifications vendor will be responsible for ALL COSTS including return and replacement shipping. Full payment will be withheld until blades meet specifications. Quotes should include ALL costs, i.e., surcharges, manufacturing charges, freight, etc.	
		No Friday Deliveries will be accepted. All blades must be delivered by 9/26/2024.	
		PRICES SHALL REMAIN IN EFFECT FOR 60 DAYS FROM DATE OF OPENING	
		QUOTES ARE DUE NO LATER THAN TUESDAY, May 21, 2024 @ 2:00 P.M.	
		Company Name:	
		Address:	
		Phone Number:	
		Sale Representative:	
		Representative Signature & Date:	