

OUTAGAMIE COUNTY
REQUEST FOR BID
FOR
GRADING
FOR THE
DEPARTMENT OF RECYCLING & SOLID WASTE

Due Date: March 11, 2025 – 1:00 p.m. CT

1.0 **Introduction and Background**

The Outagamie County Department of Recycling and Solid Waste is seeking bids from qualified contractors of grading and surfacing approximately 1.2 acres of driveway adjacent to the MRF, including installation of ~455 linear feet of RCP storm sewer and 3 catch basins. The site is located at 1419 Holland Rd in Appleton, WI.

2.0 **Scope of Work**

The scope of work is per the specifications developed by SCS Engineers. Reference the following for the scope –

- Technical Specifications Project #25224132.11 titled MRF Driveway Modifications Outagamie County Northeast Landfill (38 pages)
- Drawings, Outagamie County Landfill dated 1/28/205 (4 pages)

3.0 **Site Visit**

There will not be a formal site tour. If you would like a site tour, contact Greg Parins (information in Section 10.0) to arrange a time. Contractors just showing up without an arranged time will not be accommodated.

4.0 **Contract Completion & Liquidated Damages**

A contract will be issued by March 26, 2025. The Contractor could begin onsite between starting April 1st but no later than July 1, 2025. The Contractor must achieve substantial completion within 30 calendar days from beginning onsite. Failure to provide completion in this timeframe will result in a \$1,000.00 per calendar day liquated damages penalty.

5.0 **Bid and Performance Bond**

Each bid submitted must be accompanied by a bid bond prepared on the surety's standard form duly executed by the bidder as principal and having as surety thereon a surety company licensed in the State of Wisconsin, in the amount of five percent (5%) of your total bid price, payable to the owner as a guarantee that if the bid is accepted, the successful bidder will execute and file with the owner within ten (10) business days from the date the lowest responsible bidders bid is accepted, the required insurance certificate, a performance bond and a labor and material payment bond, for the faithful performance of this project, and for the complete payment of all persons either performing labor or furnishing materials for the completion of this project. If the bidder fails to file such certificate and bonds within ten (10) days from the acceptance, the bid security shall be forfeited to the owner as liquidated damages. If you submit more than one bid, you need only to submit one bid bond in the amount of five percent (5%) of your highest bid price. Attorney's-in-fact who sign bid bonds, performance bonds, labor and material payment bonds must file with each bond a certified and currently dated copy of their power of attorney. **Failure to submit a bid bond will result in the rejection of your bid.**

The awarded contractor will be required to obtain a performance and payment bond equal to the contract sum.

6.0 **Tax Exemption - Materials**

Effective January 1, 2016 all materials used on this project are tax-exempt under Wisconsin State Statute 77.54(9m).

7.0 AIA Document

AIA Document A101-2007 with owner revisions and the associated general conditions (A201) will be the only contract which is used, without further modification.

8.0 Indemnification, Insurance and Responsible Bidder Form

See Attachment A for the requirements of the awarded bidder. This form must be completed and returned with your bid. However, only the awarded contractor will need to supply their Certificate of Insurance.

9.0 Bid Submittal

Include the following –

Bid Form

Unit Price Bid Schedule 00 41 43

Bid Bond

Completed Attachment A as referenced in Section 8.0

3 – 5 References

10.0 Contact Information

All requests for further information should be directed as follows:

Technical Information

Marty Sturzl PE, Senior Project Advisor

SCS Engineers

(920) 619-1978

MSturzl@scsengineers.com

Site Information

Gregory Parins

Director, Dept of Recycling and Solid Waste

(920) 832-5004

Gregory.Parins@outagamie.org

Bidding Procedure & Award Information

Nicole Schoultz

Procurement Coordinator, Outagamie County

(920) 832-6083

Nicole.Schoultz@outagamie.org

11.0 Clarification and/or Revisions to the Specifications and Requirements

Bidder must examine the documents carefully and before submitting a Bid, may request additional information or clarification. A Bidder's failure to request additional information or clarification shall preclude the Bidder from subsequently claiming any ambiguity, inconsistency, or error.

The County is relying on the bidder to provide its professional (experience and expertise with regard to industry standards for the project being bid). If bidder believes specifications are not within industry standards, bidder must bring its objection or concern to the County's attention.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addendum prior to the Bid due date, such responses will be published on the County's website for all bidders to view. Bidders should rely only on the representations, statements or explanations that are contained in this document and any written addendum to this document. Where there appears to be a conflict between the document and any addendum issued, the last addendum issued will prevail.

It is the Bidder's responsibility to assure receipt of all addenda. All documents will be posted online at www.outagamie.org then Bids / Proposals. In addition, Bidder(s) may inspect the documents in the County's Purchasing Department. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

12.0 County Reservation

- a. This bid request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a proposal in response to this bid.
- b. The bid will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The bidder shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
- d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
- e. Outagamie County has the sole discretion and reserves the right to cancel this bid and to reject any and all bids received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
- f. Outagamie County reserves the right to request clarifications for any bid.

13.0 Closing Date

Outagamie County will receive sealed bids up to 1:00 p.m. CT March 11, 2025. Late bids will not be accepted.

Send bids using a commercial carrier or USPS to –
Outagamie County Purchasing
Attn: Nicole Schoultz
320 S Walnut St
Appleton, WI 54911

Hand delivery of bids:

Bids that are hand delivered must be deposited in the secure bid deposit box. This secure box is located inside the Door #1 entrance of the County Government Center located at 320 S Walnut St in Appleton. Box is located on the far or east side of the Door #1 entry vestibule. The secure bid deposit box is accessible Monday – Friday (excluding County observed holidays) from 7:30am – 5:00pm. Since this secure box is under 24x7 video surveillance, no bid receipt will be given.

The sealed envelope containing your bidder shall show the name of the bidder and must be

clearly marked "**Bid – Grading**". Any bid or unsolicited amendments to a bid received after the closing date and time will not be considered.

Bids will be publically read at 1:00 pm on March 11th inside the Door #1 entrance of the County Government Center.

14.0 Facsimile or Email of Bids

Facsimile or email bids are not acceptable.

15.0 Method of Procurement

The method for this procurement is competitive sealed bid, pursuant to §66.0901 and Chapter 22 and 50 of the Outagamie County Code of Ordinances.

OUTAGAMIE COUNTY BID FORM
Grading

Bid Due: March 11, 2025 1:00 p.m. CT

Mail / Delivery Bids To: Outagamie County Government Center
Attn: Nicole Schoultz / Purchasing
320 S Walnut St – 4th Floor
Appleton, WI 54911
If hand delivering, see note in Section 11.0

Include all information as requested in Section 9.0

Acknowledgement of Addendum(s)

Addendum _____ Date Issued _____

Addendum _____ Date Issued _____

Addendum _____ Date Issued _____

Firm Name: _____

Authorized Signature: _____

Print name: _____

Title: _____

Date: _____

Address: _____

Telephone: _____

E-mail: _____