## MINIMUM SPECIFICATIONS AND BID FORMS FOR

## STRUCTURAL STEEL

FOR
CATTARAUGUS COUNTY DEPARTMENT OF PUBLIC WORKS
HIGHWAY DIVISION

OFFICE OF THE CLERK
CATTARAUGUS COUNTY LEGISLATURE
303 Court Street
Little Valley, NY 14755

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## **CATTARAUGUS COUNTY**

#### DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

Commissioner

Kathleen M. Ellis Deputy Commissioner

Mark C. Burr, P.E. Director of Engineering



Jack Ellis Drive 8810 Route 242 Little Valley, New York 14755 Phone (716) 938-9121 FAX (716) 938-2753

#### ADVERTISEMENT FOR BIDS

Sealed bids for the purchase of certain materials, equipment, and/or services, for the Cattaraugus County Department of Public Works, according to specifications, will be received by the undersigned, at the Department of Public Works Facility, 8810 Route 242, Little Valley, New York, until

<u>Thursday, January 11, 2018 at 1:45 P.M.</u> after which they will be publicly opened at <u>2:00 P.M.</u> (at the *same location*), by the undersigned, under the direction of the Public Works Committee of the Cattaraugus County Legislature. Each bid, at the time it is received, will be stamped showing date and time of

receipt.

#### ALL BIDS MUST BE SEALED AND CLEARLY MARKED:

Any bid not clearly marked will not be considered.

**DPW BID #1 - Crushed Stone** 

**DPW BID #2 - Processed Gravel** 

DPW BID #3 - Rock Rip Rap

DPW BID #4 - Concrete Catch Basins

DPW BID #5 - Portland Cement Concrete

**DPW BID #6 - Flexible Concrete Mats** 

DPW BID #7 - Bridge Structural Steel

**DPW BID #8 - Geotextile Fabric** 

Bidding sheets and instructions may be obtained online at <u>www.cattco.org/bid-request</u>, or at the Cattaraugus County Department of Public Works, 8810 Route 242, Little Valley, NY, 14755. Phone Dawn Smith at 938-9121, ext. 2465

All bids must be sent or delivered to Cattaraugus County Department of Public Works, 8810 Route 242, Little Valley, NY 14755, Attention Dawn Smith.

All bids must be accompanied by a NON-COLLUSIVE BIDDING CERTIFICATE. Any bid submitted without such certification will not be accepted. Any bid not meeting <u>ALL</u> specifications will not be considered. All bids received are subject to all federal and state controls concerning any such equipment, materials and/or services.

The County Legislature reserves the right to reject any or all bids, to waive any informalities, and to accept the lowest responsible bid.

John Searles
County Administrator
County Center - 303 Court Street
Little Valley, New York 14755

#### **INSTRUCTIONS TO BIDDERS**

DPW MATERIALS

#### 1. BID FORM

Bid shall be submitted on these Cattaraugus County bid forms or bid will not be considered. Bid must be typed or printed in ink. Original autograph signatures in ink are required. Facsimile or rubber stamp signatures will not be accepted. All blanks must be filled in with required information or, if a bid item, the designation N/B (no bid).

#### 2. CHANGES

Any change in wording or interlineation by a bidder of the inquiry as published by Cattaraugus County shall be reason to reject the proposal of such bidder, or in the event that such change in the Invitation to Bid is not discovered prior to entering into a contract, to void any contract entered into pursuant to such bid.

#### 3. INFORMALITIES

The County may consider informal any bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all bids. The contract award will be made to the responsible bidder submitting the lowest acceptable bid. Conditional bids will not be accepted.

#### 4. BID TIME

Any bid may be withdrawn prior to the above scheduled time for the opening of bids, or authorized postponement thereof. Any bid received after the time specified shall not be considered.

#### 5. INVESTIGATIONS

The County may make such investigations as it deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the County all such information and data for this purpose as the County may request. The County reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

#### 6. BID ENVELOPE

Each bid must be submitted in a sealed envelope clearly marked as to contents therein, bearing on the outside the name and address of the bidder. If sent by mail, the sealed envelope containing the bid must be enclosed in another envelope labeled as specified.

#### 7. NON-COLLUSIVE CERTIFICATION

Non-collusive bidding certification shall be made by each bidder in the form provided and shall be submitted as a part of the bid. Bids submitted without non-collusive bidding certification will be considered irregular and may be rejected by the County.

#### 8. CONTRACT AWARD

Contract(s) or purchase order(s) will be awarded after due consideration of the suitability of goods and/or services bid to satisfy these specifications, the total cost of such goods and/or services including all cost elements, and the timeliness of the agreed delivery date.

#### 9. REFERENCES

A list of references for which the bidder has done work in the past must accompany the bid. If a bidder cannot provide a list of references, including at least one reference located in Western New York, the County reserves the right to require a performance bond in an amount to be determined by the Public Works Committee in a format acceptable to the County Attorney. The cost of such bond shall be

#### 10. EXECUTORY CLAUSE

This executory clause shall be a part of any agreement entered into pursuant to this bid:

It is understood by the parties that this agreement shall be executory only to the extent of the monies available to the County of Cattaraugus and appropriated therefor, and no liability on account thereof shall be incurred by the County beyond the monies available and appropriated for the purpose thereof.

#### 11. <u>DELIVERY SCHEDULE</u>

Failure to meet delivery schedule as per accepted bid may result in legal action by Cattaraugus County to recover damages.

#### 12. PRICES

Prices shall be quoted F.O.B. destination delivered, or otherwise specified in the specifications. "Tailgate delivery" will not be accepted unless specified by the County.

#### 13. TRANSPORTATION CHARGES

Collect transportation charges will not be paid by the County. All freight, cartage, rigging, postage or other transportation charges shall be prepaid, unless otherwise stated in the Detailed Specifications herein.

#### 14. TAXES

No taxes are to be billed to the County. Bid shall not include any Federal, State, or local excise, sales, transportation, or other tax unless Federal or State law specifically levies such tax on purchases made by a political subdivision. Any applicable taxes from which the County is not exempt shall be listed separately as cost elements, and added into the total net bid.

#### 15. COMPLIANCE WITH LAWS

The successful bidder shall comply with all laws, rules, regulations and ordinances of the Federal Government, the State of New York and any other political subdivision or regulatory body which may apply to its performance under this contract.

<u>HAZARD COMMUNICATION</u>. In complying with the above laws, rules and regulations, and pursuant to 12 NYCRR Part 820 and Section 876 of the Labor Law, it is the responsibility of the County to provide the successful bidder with the following information:

- (a) the material safety data sheets (MSDS) for any hazardous chemicals to which employees may be exposed will be made available,
- (b) the telephone numbers of plant personnel who are to be contacted in the event of a chemical spill or accident, and.
- (c) emergency procedures in the event of a fire or spill.

MATERIAL SAFETY DATA SHEETS. The successful bidder shall be responsible for the provision of the MSDSs to the County prior to introducing hazardous materials onto the site, assuring compliance before work is started, and disseminating any information to County employees concerning significant chemical hazards that the successful bidder is bringing to the County's workplace. The MSDSs will be obtained from the successful bidder for all hazardous materials prior to bringing the materials on the site. These MSDSs will be maintained by the County as long as those materials are present. It is the responsibility of the successful bidder to train its own employees.

#### 16. <u>DISCRIMINATION</u>

The successful bidder agrees:

(a) that in the hiring of employees for the performance of work under this contract or any subcontract hereunder, no contractor, subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall by reason of race, creed, color, sex or national origin discriminate against any citizen of the State of New York who is qualified and available to perform the work to which the

- employment relates;
- (b) that no contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, creed, color, sex or national origin;
- that there may be deducted from the amount payable to the contractor by Cattaraugus County under this contract a penalty of fifty dollars for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of the contract;
- (d) that this contract may be canceled or terminated by Cattaraugus County and all monies due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this section of the contract; and
- (e) the aforesaid provisions of this section covering every contract for or on behalf of Cattaraugus County for the manufacture, sale or distribution of materials, equipment or supplies shall be limited to operations performed within the territorial limits of the State of New York.

(N.Y. State Labor Law Article 8 Section 220-e)

#### 17. CONTRACT ASSIGNMENTS

The bidder shall not assign, transfer, sublet, or otherwise dispose of this contract, or of its right, title or interest in the contract, or its power to execute the same, to any other person or corporation without the previous consent, in writing, of the Chairman of the Cattaraugus County Legislature.

#### 18. CASH DISCOUNT

Any cash discount which is a part of a bid will be considered as a reduction in the bid prices in determining the award of the bid. Date of invoice must not precede date of delivery. The County policy is to pay all claims in a timely manner within the specified time. However, if for some reason payment is delayed, the County will take the discount when payment is made. If this is unsatisfactory, please quote net. The County will not pay any interest charges.

#### 19. MANUFACTURERS

Where required on an individual bid sheet, the bidder must specify the trade name of the material on which the price is quoted.

#### 20. ALTERNATE MANUFACTURERS

Bid offering material other than that of specified manufacturer or trade name will be considered unless stated otherwise. The use of the name of a particular manufacturer, trade name, or brand in describing an item does not restrict a bidder to that manufacturer or specific article. However, the substituted article on which a proposal is submitted must be of such character or quality that it would serve the purpose for which it is to be used equally as well as the manufacturer or brand specified. Proposals will be accepted in accordance with specifications on file or approved equal.

#### 21. ALTERNATE ITEMS

If material or services other than those specified in this bid document are offered, the bidder must so state and furnish at the time of bid opening, if so requested, and as part of his bid the following information in duplicate:

- (a) Complete description of the item offered, and detailed explanation of the differences between the item specified and the item offered. If, in the opinion of the Department Head, sufficient detail is not presented as a part of the sealed bid to permit definite evaluation of any substitute item, the bid will not be considered.
- (b) Descriptive literature of item offered, for evaluation.
- (c) List of installations in Cattaraugus County of the item offered.
- (d) List of other installations.

#### 22. ADDITIONAL INFORMATION

Any additional information which bidder desires to add to the bid shall be written on a separate sheet of paper, attached to, and submitted with, the formal sealed bid, to be read at the formal opening.

#### 23. WORKMANSHIP

Workmanship must meet with the approval of the department head or heads involved, and shall be first class in every respect without exception and shall be equal to the best modern practices. Materials furnished are to be new and unused. All materials furnished or work performed are to be guaranteed free from defects. Anything found defective or not meeting specifications, no matter in what state of completion, may be rejected and shall be made good by the bidder at his own expense.

#### 24. HOLD HARMLESS

The successful bidder to whom the bid is awarded shall indemnify and hold harmless Cattaraugus County and its agents and employees from and against all claims, damages, losses or causes of action arising out of or resulting from such vendor's performance pursuant to this bid.

#### 25. BID VALIDITY

This bid is firm and irrevocable for a period of 45 days from the date and time of the bid opening. If a contract is not awarded within the 45 day period, a bidder to whom the bid has not been awarded may withdraw his bid by serving written notice of his intention to do so upon the Clerk of the County

Legislature. Upon withdrawal of the bid pursuant to this paragraph, the County will forthwith return the bidder's security deposit.

#### 26. CONTRACT INTEREST

No official, or employee of the County, who is authorized in such capacity, and on behalf of the County, to negotiate, make, accept or approve or to take part in negotiating, making, accepting, or approving this contract shall become directly or indirectly interested personally in this contract or in any part hereof. No officer or employee of, or for the County, who is authorized in such capacity, and on behalf of the County, to exercise any supervisory, administrative, or other function, in connection with this contract, shall become directly or indirectly interested personally in this contract or in any part hereof.

#### 27. OTHER CUSTOMERS

Prices charged to Cattaraugus County are to be <u>no higher</u> than those offered to any other governmental or commercial consumer. If a bidder has a New York State or a Federal GSA contract for any of the items covered in this bid or any similar items, he shall so indicate that he has said contract on these bid papers and supply a copy of this contract within 5 days if so requested by the County.

#### 28. BIDDER AFFIRMATION

In executing this bid, the bidder affirms that all of the requirements of the specifications are understood and accepted by the bidder, and that the prices quoted include all required materials and services. The undersigned has checked all of the bid figures, and understands that the County will not be responsible for any errors or omissions on the part of the undersigned in preparing this bid. Mistakes or errors in the estimates, calculations or preparation of the bid shall not be grounds for the withdrawal or correction of the bid or bid security. In case of error in extension of prices in the bid, the unit price will govern.

#### 29. STATE CONTRACTS:

The County reserves the right to purchase the commodity being bid, from State Contract when it is most beneficial to the County to do so.

#### 30. LITIGATION:

In the event any litigation shall arise from this contract, the laws of the State of New York shall control any litigation, regardless of which party shall institute such action.

#### 31. MUNICIPAL EXTENSION:

The contract if awarded will be to the lowest responsive/responsible bidder(s) in part or in whole who meet(s) all the terms of the specifications. The County

guarantees no minimum or maximum purchases or contracts as a result of award of this bid. Cattaraugus County reserves the right to allow all municipal and not for profit organizations authorized under the General Municipal Laws of the State of New York, to purchase any goods (materials and equipment) and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100 through 104 and County Law Section 408-a. However, it is understood that the extension of such contracts are at the discretion of the vendor and the vendor is only bound to the contract between Cattaraugus County and the vendor.

#### 32. ALTERNATE SOURCE:

Where a New York State bid or a bid from another municipality results in an award for an item herein at a total price which is more favorable than that of the bidder to whom an award is made herein, and such price is available to County, County reserves the right to purchase from the State bid or from such other, alternate bid, notwithstanding its award to the lowest responsible bidder herein, after offering the County bid awardee an opportunity to meet or better the item price.

#### Rev 12/17

## CATTARAUGUS COUNTY DEPARTMENT OF PUBLIC WORKS DIVISION OF HIGHWAYS

## Specifications and Bid Sheet For STRUCTURAL STEEL

Chairman Public Works Committee Cattaraugus County Legislature Cattaraugus County Center 303 Court Street Little Valley, New York 14755

#### Gentlemen:

We propose to furnish STRUCTURAL STEEL in accordance with your specification.

- 1. Length of contract March 1, to February 28-29, of the following year.
- 2. Quantities are indefinite and orders may be placed at any time during contract term.
- 3. Bid prices shall include delivery F.O.B. 8810 ROUTE 242, Little Valley, NY 14755 The County will NOT PAY additional service or delivery charges such as "FUEL SUR-CHARGES".
- 4. Orders for Index No. <u>SS-A</u> and <u>SS-B</u> which are under 4000 pounds are to be delivered within 10 business days, unless agreed upon by both parties.
- 5. All bids are for new steel unless otherwise stated.
- 6. The Company agrees that the steel shall conform to standards adopted by ASTM and AISC, and shall meet follow ing material specifications:

Steel Description:	ASTM:
Structural Angles, Channels, Ship Car Channels, I-Beams, W-Beams (with flanges), H-Piles, Flat Plates.	A36 and A572 Grade 50
Steel Sheet Piling - Hot Rolled	A572 Grade 50 and A690 Grade 50
Concrete Reinforcing Steel	A615 Grade 60

7. When a **PRECAMBER** is required, the County will coordinate with the supplier as to the amount of camber to be rolled into each beam.

#### PRICE ADJUSTMENT:

The bid prices shall be adjusted during the term of the contract to reflect only an increase or decrease in the contractor's wholesale price. Concurrent with the submission of invoices to the County and Municipalities within the County pursuant hereto, the contractor shall also submit in writing to the County and the Municipalities within the County, proof of the wholesale prices which the contractor paid for steel provided to the purchaser during the period for which the invoice is submitted

The burden of proof for the requested increase or decrease is the responsibility of the contractor.

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NOTE:>> THE COUNTY RESERVES THE RIGHT TO BID OUT SEPARATELY, SELECTIVE STRUCTURAL STEEL ITEMS THAT ARE INCLUDED IN THIS BID, FOR SPECIFIC PROJECTS.

#### PRODUCT INDEX SHEET

#### STRUCTURAL STEEL

INDEX		INDEX	
<u>NO.</u>	DESCRIPTION	<u>NO.</u>	DESCRIPTION
SS-A1	Structural Angles, Channels, up to including 8 inches.	SS-D2c	Up to 60 feet long, PRECAMBERED
SS-A1a SS-A1b	0 to 4000 pounds 4000 pounds and greater	SS-D2d	60 feet long and greater, PRECAMBERED
SS-A2	Structural Angles, Channels, over 8 inches up to and including 15 inches.	SS-E	H-Piles - all sizes up to and including 14 inches.
SS-A2a SS-A2b	0 to 4000 pounds 4000 pounds and greater	SS-F F	Flat steel plates, 6 ft. wide x 20 ft. long x 5/16 inch
SS-B1	Ship & Car Channel (MC Section), 6 inches to 8 inches.		Flat steel plates, 4 ft. wide x 8 ft. long, all
SS-B1a SS-B1b	0 to 4000 pounds 4000 pounds and greater	SS-H1	thicknesses from 1/4 inch to 1 inch.
SS-B2	Ship & Car Channel (MC Section), over 8 inches up to and including 18 inches.	SS-H1a SS-H1b	Steel sheet piling - Up to 60 ft. lengths AZ Shapes and accessories PZ Shapes and accessories
SS-B2a SS-B2b	0 to 4000 pounds 4000 pounds and greater	SS-I	Concrete Reinforcing Bar, Grade 60, sizes No. 3 thru No. 8, 20 ft. lengths
SS-C1	I-Beams std Up to and including 8 inches:		
SS-C1a	Up to 60 feet long.		
SS-C2 SS-C2a SS-C2b	I-Beams std 10 inches to 36 inches. Up to 60 feet long. 60 feet and greater.		
SS-D1	Wide flange - Up to and including 12 inches:		
SS-D1a SS-D1b	Up to 60 feet long. 60 feet and greater.		
SS-D2 SS-D2a SS-D2b	Wide flange - 14 inches to 36 inches. Up to 60 feet long. 60 feet and greater.		

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NOTE: By signing the bid form and submitting a bid, the vendor acknowledges that they have read, understand and agree to all aspects of this document as presented. Conditional bids will not be accepted.

# BID FORMS OMITTED FROM SPECIFICATION BOOKS

TO OBTAIN BID FORMS PLEASE CONTACT

DAWN SMITH AT 716-938-9121 EXT. 2465

OR SEND EMAIL REQUEST TO:

dasmith@cattco.org

The following statement must be subscribed by the bidder and affirmed by such bidder as true, under the penalties of perjury.

#### Pursuant to Section 103-d of the General Municipal Law.

#### NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

The prices in this bid have been arrived at independently without collusion, consultation, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;

Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor, and

No attempt has been made or will be made by the bidder to induce any other person, partnership, or corporation to submit or not to submit a bid for the purpose of restricting competition.

(For use of individual bidder)			doing business under the style and name of	at.
			ed my name under the penalties of perjury at	
day of				
			d/b/a	
(For use of partnership bidder)				
			ribed, under the penalties of perjury, at	
			one of the partners or co-part doing business under	
	at	···	·	
			Partnership Name	
			Ву	
			Co-Partner	<del></del>
(For use of corporate bidder)  RESOLVED, that		•	ion) be authorized to sign and submit the bid or proposal o ide in such bid or proposal the certificate as to non-collusion	
Municipal Law as the act and	d deed of such corpora	ion, and for any inaccuracie	s or misstatements in such certificate, this corporate bidder sl	hall be liable, under the penalties of perjury.
The foregoing is a true and co		ution adopted by	Corporation at a meeting o	fits board of directors held on the day of
Dated at		on this day of	, 20	
(SEA	L OF THE CORPORATION	N)		
			Secretary	
			Name of Bidder	
			Ву	

Title

#### **LEGAL STATUS INFORMATION**

To facilitate correct drawing and execution of contract, proposer shall supply full information concerning legal status:

FIRM NAME:	AMAGE 1141			
PRINCIPAL OFFIC	CE:			
Street				
City, State,	Zip			
Telephone _		Fax _	()	
LOCAL OFFICE:				
Street				
	Zip			
Telephone _		Fax _	( )	
CONTRACT TO B	BE SENT TO: Principal Off	ice	Local Office _	
CHECK ONE:	Corporation	Partnership	Individual	
	(Incorporated under the	Laws of the State of		)
TRADE NAMES:	Yes No	Not Applicable	e)	
NAMES AND AD	DRESSES OF PARTNERS	S:		
BIDDER:  Name:	ND ADDRESS OF PERSO			
Address:				

PLEASE TYPE OR PRINT

## PROPOSAL FOR PERFORMANCE OF CONTRACT WITH CATTARAUGUS COUNTY LEGISLATURE LITTLE VALLEY, NEW YORK

TO: Cattaraugus County Legislature, Little Valley, New York, herein after called the County.

The undersigned, desiring to interpose a proposal to provide services for *Structural Steel*, for Cattaraugus County, does hereby accept all terms, conditions, and agreements contained and set forth in the Notice to Proposers, Instructions to Proposers, Minimum Specifications, Non-Collusive Bidding Certification, Legal Status Information and Proposal for Performance of Contract with Cattaraugus County Legislature and does hereby certify, agree and propose as follows:

The undersigned declares that he/she has examined all of the attached documents, and hereby proposes and agrees that, if this proposal is accepted, he/she will contract with the County, such contract incorporating the provisions of the documents attached hereto, to furnish all the materials and services and do all the work specified in the attached documents in the manner and time herein specified and according to the requirements as herein set forth, and to take in full payment therefore the proposal prices set forth on the preceding specification sheets.

If this proposal is accepted by the County and the undersigned fails to contract as aforesaid, within ten days (not including Sunday) from the date of notice from the County to him/her, then the County may at its option, determine that the proposer has abandoned his/her right to enter into the contract and thereupon the proposal and acceptance shall be null and void.

The full name and residences of all persons a follows: (Individuals or partnership bids only	and parties interested in the foregoing proposal as principals are as ly)
INDIVIDUAL, PARTNERSHIP OR CORPO	ORATE USE
The undersigned certifies, under penalty of p	perjury, that he is fully authorized to sign this bid.
Name and Address of Proposer:	Authorized Signature and Title:
	Signature
	Title
	 Date

"Iran Divestment Act of 2012" "Iranian Energy Sector Divestment"

Pursuant to State Finance Law §165-a, the Commissioner of General Services is required to develop a list of persons it determines engage in investment activities in Iran, which is defined as provision of goods, services or credit of \$20,000,000 or more, relating to the energy sector.

General Municipal Law §103-g(4) states as follows:

Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation or local law, for work or service performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under penalties of perjury.

The below signed bidder affirms the following as true under penalties of perjury:

a. "By submission of this bid, the bidder identified herein and each person signing on behalf of the bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and behalf that this bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the state finance law."

		Corporate or Company Name
	By:	
	Dy.	Signature
		Title
Sworn to before me this		
day of, 20		
Notary Public		