



**REQUEST FOR PROPOSALS
RFP 2024-06 Furnish Aggregate for FY25**

The City of Dillingham is soliciting sealed bids to supply gravel and crushed stone to the landfill and city maintenance yard. The selected firm or individual will enter into a term contract in effect from the date of execution through June 30, 2025. Bids will be accepted for:

<u>Materials</u>	<u>Amount</u>	<u>Delivery Location</u>
Pit-Run Gravel	3,000 cubic yards	Landfill
Pit-Run Gravel	3,000 cubic yards	City Shop
Crushed Stone	400 cubic yards	City Shop
Reject D1 Gravel	600 cubic yards	City Shop

Bid documents can be found at: <https://www.dillinghamak.us/rfps>.

Inquiries should be sent to the Public Works Director at 907-842-4598 or via email at publicworks@dillinghamak.us.

Bid deadline is 4:00 p.m. on Monday, September 16, 2024, followed by the bid opening. A contract to award will be authorized at a subsequent City Council meeting.

SPECIFICATIONS

Submittal Requirements and Information

To be considered, all proposals must be delivered to the address below, on or before the deadline no later than 4:00 p.m. on Monday, September 16, 2024. Submissions must include a signed copy of Attachment A, Aggregate Bid.

Please mark the envelope to identify the project: **RFP 2024-06 Furnish Aggregate FY25.**

Delivery instructions – mail or hand deliver in a sealed envelope to:

City of Dillingham – Public Works
PO Box 889
Dillingham, AK 99576

Required Proposal Content

Return the following attachments to the City of Dillingham by the due date:

- Attachment A. Aggregate Bid

Electronic and faxed proposals will not be accepted.

Proof of Insurance and Licensing

Responding bidders will be required to provide the following prior to “Notice of Award”:

- Copy of 2024 City of Dillingham Business License;
- Current State of Alaska Business License;
- Certification of Insurance and Workers Compensation as required under AS23.30 naming all employees;
- Proof of commercial insurance, covering bodily injury, death, and property damage with a single limit not less than one million (\$1,000,000) dollars;
- Vehicle liability insurance including applicable uninsured/underinsured coverage with limits of liability not less than one million (\$500,000) dollars per occurrence combined single limit bodily injury and property damage.

All insurances, workers’ compensation insurance, commercial general liability insurance and motor vehicle liability insurance, as described above shall include an endorsement stating the following: sixty (60) days advance written notice of cancellation, non-renewal, reduction change, shall be sent to the City Manager, PO Box 889, Dillingham, AK 99576.

Owner/Operators are eligible to submit a bid, as long as they meet the minimum State requirements for operating as an owner operator.

Scope of Service

The contractor shall furnish and deliver aggregate according to the following specifications and conditions:

1. **Materials:** Gravel and crushed stone shall contain no frozen material, mulch, roots, sod, dirt or other deleterious matter. The material shall be graded within the limitations shown below:

Pit-Run Gravel

6” Sieve	100 % Passing
No. 200 Sieve	0 – 6 % Passing

Crushed Rock – Washed 1”

8” Sieve	100% Passing
2” Sieve	0-10% Passing
No. 200 Sieve	0-6% Passing

D1 Gravel

8” Sieve	100 % Passing
2” Sieve	0-10 % Passing
No. 200 Sieve	0-6 % Passing

2. **Sampling:** The contractor shall submit a relative sample of the material to be supplied. Sampling details need to be coordinated with the Public Works Director. The City reserves the right to have samples tested to confirm to specs prior to and during delivery. The contractor will bear all cost related to the testing. Materials failing to conform to the specifications will not be used and will cause the City to declare the contractor in default and cancel the contract.

3. Quantity:
The total quantity of Pit-Run Gravel to be purchased will be approximately SIX THOUSAND (6,000) cubic yards.

The total quantity of Crushed Stone to the Public Works Shop to be purchased will be approximately FOUR HUNDRED (400) cubic yards.

The total quantity of D1 gravel to be purchased will be approximately SIX HUNDRED (600) cubic yards.

4. Method of Measurement: Gravel and crushed rock shall be measured by volume, in the truck, at the point of delivery.

5. Time Line:
Gravel and crushed rock deliveries need to be delivered to the landfill at 50% by October 19, 2024 with the remaining bid delivered by November 31, 2024 unless otherwise approved in writing by the Public Works Director. .

Conditions of Offering and Acceptance

This is a Request for Proposal/Bid only and is not a guarantee the City of Dillingham will purchase any or all of the products or services indicated in this invitation.

The City of Dillingham reserves the right to reject or accept any and all bids, to waive irregularities or informalities in the procurement process, and to give particular attention to the qualifications of the proposer.

****The City reserves the right to revise or clarify the Request for Proposal/Bid, respond to questions, and/or extend or shorten the due date of process.****

The City retains the right to cancel the Request for Proposal/Bid process if the City determines it is in their best interest. Any cost incurred by proposers for the preparation and submittal of the bid is the sole responsibility of the bidder.

A bid may be corrected or withdrawn by a written request received prior to the deadline for receipt of bid proposals.

All bid proposals and other material submitted become City property and may be returned only at their option.

The City assumes no responsibility or liability for the transmission, delay, or delivery of bid proposals by either public or private carriers.

Any and all media announcements pertaining to this RFP require the City's prior written approval.

The bidder agrees to allow the City at least 60 days from the bid close date to enter into a contract with the selected bidder for the price offered by the bidder.

The City intends to award a contract, subject to negotiation of a satisfactory agreement based upon the City's standard professional services contract form.

Contractor shall in performance of a contract, comply with all applicable federal, state, and local laws, ordinances, orders, rules and regulations applicable to its performance.

Contractor must be in compliance with Dillingham Municipal Code 4.20.240, Tax Delinquent List.

Attachment A. Aggregate Bid

**City of Dillingham
RFP 2024-06 Furnish Aggregate for FY25**

The furnishing and delivery of gravel and crushed stone shall be in accordance with the Request for Proposal/Bid and Specifications for the term of the contract. The price per cubic yard shall include the entire supplier costs associated with providing aggregate and delivery. The contract shall remain in effect from the date of execution through June 30, 2025. The City reserves the right to purchase up to 25% more materials at the unit prices bid.

1. Contractor may bid one or more options listed below:

<u>Materials</u>	<u>Amount</u>	<u>Delivery Location</u>
Pit-Run Gravel	3,000 cubic yards	Landfill
Pit-Run Gravel	3,000 cubic yards	City Shop
Crushed Stone	400 cubic yards	City Shop
Reject D1 Gravel	600 cubic yards	City Shop

2. Complete and submit this document in a sealed envelope for the items you are bidding.

\$ _____ Bid Amount per cy. – Pit-Run Gravel Delivered (Landfill)

\$ _____ Bid Amount per cy. – Pit-Run Gravel Delivered (City Shop)

\$ _____ Bid Amount per cy. – Crushed Stone Delivered (City Shop)

\$ _____ Bid Amount per cy. – Reject D1 Gravel Delivered (City Shop)

Contractor Name: _____ Title: _____

d/b/a Company Name: _____

City Business License Number: _____

Alaska State Business License Number: _____

Contractor Signature: _____ Date: _____
(Authorized Agent)

Mailing Address: _____

Phone Contact: _____

Email Address: _____