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**REQUEST FOR PROPOSALS  
RFP 2021-01 Furnish Aggregate for FY22**

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, 2022. Bids will be accepted for:

<u>Materials</u>	<u>Amount</u>
Pit-Run Gravel	4,000 cubic yards
Crushed Stone	400 cubic yards
Reject D1 Gravel	600 cubic yards

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

Inquiries should be sent to Jean Barrett, Interim Public Works Director at 907-842-4598 or via email at [publicworks@dillinghamak.us](mailto:publicworks@dillinghamak.us).

Bid deadline is 4:00 p.m., Thursday, July 22, 2021, 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 Thursday, July 22, 2021. Submissions must include a signed copy of Attachment A, Aggregate Bid.

Please mark the envelope to identify the project: **RFP 2021-01 Furnish Aggregate FY22.**

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

City of Dillingham – Planning Department  
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 2021 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**

<b>6" Sieve</b>	<b>100 % Passing</b>
<b>No. 200 Sieve</b>	<b>0 – 6 % Passing</b>

#### **Crushed Rock - Washed, 1"**

<b>8" Sieve</b>	<b>100 % Passing</b>
<b>2" Sieve</b>	<b>0-10 % Passing</b>
<b>No. 200 Sieve</b>	<b>0-6 % Passing</b>

#### **Reject D1 Gravel**

<b>8" Sieve</b>	<b>100 % Passing</b>
<b>2" Sieve</b>	<b>0-10 % Passing</b>
<b>No. 200 Sieve</b>	<b>0-6 % Passing</b>

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 FOUR THOUSAND (4,000) cubic yards.

**Scope of Service continued**

The total quantity of crushed rock to be purchased will be approximately FOUR HUNDRED (400) cubic yards.

The total quantity of reject 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 may be sequenced into three different time periods, as directed 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**

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**City of Dillingham  
RFP 2021-01 Furnish Aggregate for FY22**

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, 2022. 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	1,000 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 c.y. – Pit-Run Gravel Delivered (Landfill)

\$ \_\_\_\_\_ Bid Amount per c.y. – Pit-Run Gravel Delivered (City Shop)

\$ \_\_\_\_\_ Bid Amount per c.y. – Crushed Stone Delivered (City Shop)

\$ \_\_\_\_\_ Bid Amount per c.y. – 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: \_\_\_\_\_