

INVITATION TO BID
(PLEASE USE THE ENCLOSED BID SHEETS)

NOTICE IS HEREBY GIVEN that the Board of County Commissioners of Custer County, Oklahoma will, on February 16, 2016 until the hour of 9:30 a.m. on said day, in their office in the Courthouse in Arapaho, Oklahoma, receive sealed bids for the following:

**Minimum Specifications For
Depressed Crack Repair
And
Crack Sealing of Custer County Roads
Custer County, Oklahoma**

Specifications and information are on the file in the Custer County Clerk's Office in Arapaho, Oklahoma.

All bids must be in a sealed envelope, clearly marked BID, with the BID OPENING DATE.

All bids must be mailed or delivered to:

(Mailing)

CUSTER COUNTY CLERK'S OFFICE
P.O. BOX 300
ARAPAHO, OKLAHOMA 73620-0300

(Physical)

CUSTER COUNTY CLERK'S OFFICE
675 WEST "B" STREET
ARAPAHO, OKLAHOMA 73620-0300

Please follow all instructions for submitting bid proposals completely.

/S/ KAREN FRY, CUSTER COUNTY CLERK
(SEAL)

INSTRUCTIONS FOR SUBMITTING BID PROPOSALS

1. This entire packet (Invitation to Bid, Instructions, Minimum Specifications, Affidavit for Filing with Competitive Bid, Affidavit for Contracts and Payments, and W-9) shall be known as the "Invitation to Bid" form. Fill out the "Invitation to Bid" form *completely*.
2. Identify the outside of the sealed envelope as follows:
SEALED BID
CLOSING (Bid Date)
BID (Opening Time)
3. Place your company name and return address on the outside of the envelope.
4. File the bid proposal with the Custer County Clerk, either by mail or in person, until **9:30 o'clock a.m. on February 16, 2016**. Bids received after this time will be rejected and unopened. All bids will be opened at **9:30 o'clock a.m., February 16, 2016** during the County Commissioner's meeting held in the Custer County Courthouse, Arapaho, Oklahoma, Room 104, at 675 West "B" Street, Arapaho, Oklahoma.
5. All forms must be filled out completely. Any incomplete forms could result in rejection if the Board of County Commissioners considers such action to be in the best interest of Custer County.
6. The address of the Custer County Clerk is as follows:

<i>(Mailing)</i> CUSTER COUNTY CLERK'S OFFICE P.O. BOX 300 ARAPAHO, OKLAHOMA 73620-0300	<i>(Physical)</i> CUSTER COUNTY CLERK'S OFFICE 675 WEST "B" STREET ARAPAHO, OKLAHOMA 73620
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7. All bid information shall be typewritten, or legibly written in ink. All corrections shall be initialed by the person signing the form(s).
8. On all bids requiring services or contract labor, proof of liability insurance may be required. Read the bid specifications carefully.
9. FOR PROMPT PAYMENT OF ALL INVOICES, PLEASE NOTE:
 - * Payment for maintenance & operational expenses for Custer County is made once a month. Approval of said claims is made on the second Monday of each month. For your claim to be considered for payment, the product(s) or service(s) must be delivered, and the appropriate paperwork on file with the County Clerk's office no later than five working days prior to the second Monday of the month.
 - * If the proper invoices and supporting documentation are not received by the monthly cut-off date, payment will be rendered during the following month's business.
 - * Please contact Karen Fry, Custer County Clerk, for a schedule for invoice submission in order to expedite payment processing.
10. If you have any questions regarding the bid specifications, or the bid deadlines, etc., please contact Karen Fry, Custer County Clerk or Debbie Bright, Purchasing Agent at (580) 323-4420.

NOTE: ALL BID PROPOSALS WHICH DO NOT CONTAIN THE "INVITATION TO BID" AND THE SIGNED/NOTARIZED "AFFIDAVIT FOR FILING WITH COMPETITIVE BID", WILL BE INVALID AND REJECTED.

**MINIMUM SPECIFICATIONS
DEPRESSED CRACK REPAIR
&
CRACK SEALING OF CUSTER COUNTY ROADS
CUSTER COUNTY, OKLAHOMA**

This specification outlines the scope of work for crack sealing and filling of random and working cracks on Custer County roadways, as well as treating distressed pavement surfaces and large or depressed cracks using Hot Applied Mastic products. The Bidder will be expected to conform to these specifications should they be the successful awarded Bidder. The Bidder will be expected to list three references that the County may contact at its' discretion who can confirm the Bidder's successful experience installing the specified products.

The awarded bid effective dates to be from Award Date to June 30, 2016, where the Bidder will be expected to perform the work for the County within 1 – 3 weeks after the receipt of a Purchase Order. Work to be awarded by the Custer County Commissioners at their discretion. The awarded Bidder must bid both line items in order for their bid to be considered. All work performed must be done in dry conditions, during daylight hours only, and one lane at time shall remain open to allow traffic to continue unless the Commissioner agrees to close the road.

LINE ITEM #1 – CRACK SEALING OF COUNTY ROADS

MINIMUM REQUIREMENTS	VENDORS COMPLIANCE	
	YES	NO
The Contractor will supply and apply a hot applied road sealant material that meets or exceeds the following specifications:		
The sealant shall meet all requirements of ASTM D6690 (AASHTO M324), Type II, Joint and Crack Sealants, Hot-Applied, for Concrete and Asphalt Pavements. (formerly ASTM D3405 & AASHTO M301)	_____	_____
The sealant should meet or exceed requirements of ASTM D6690, Type 1, (formerly ASTM D1190, AASHTO M173), and Federal Specification SS-S-164	_____	_____
The Contractor will furnish the equipment to melt and apply the sealant. The equipment should meet the following specifications:		
A double-boiler type melter applicator that is specifically designed for the application of the specified sealants.	_____	_____
The equipment to be oil jacketed heating so that it heats the material in a safe manner without overheating.	_____	_____
Thermostatic control for the heat transfer medium so that material temperature will be maintained within 5 degrees of the recommended material application temperature of 390 to 400 degrees F.	_____	_____
The melter shall have continuous sealant agitation and a mixing system to provide uniform viscosity and temperature of material being applied.	_____	_____
The melter should also have a digital readout so that the material temperature can be inspected that it is within range throughout the application process.	_____	_____

VENDORS COMPLIANCE
YES NO

The crack sealant application method to be as follows:

The Contractor will be expected to clean all cracks prior to crack sealing using dry compressed air, as well as wire wheels and torches where required to ensure that the cracks sidewall and surface are clean so that the sealant may properly adhere.

The material will be pumped through a heated hose and wand for safe and consistent application.

The Contractor will use a 4” wide swivel disc applicator tool for a consistent bead of material when applied.

Sealant to be kept tight and squeegeed to the pavement surface. Excessive shrinking and settling of sealant during initial application may require additional applications until satisfactory.

All cracks 1/8” and greater in width to be cleaned and sealed for each mile of awarded two-lane road with exception of sections of failed alligatored pavement when approved by the County Commissioner prior to the performance of work.

The Contractor must be prepared to demonstrate application methods prior to performance of work if asked to do so by the County Commissioner.

PREPARATION AND SEALING OF CRACKS PER MILE OF TWO-LANE ROADS \$ _____

LINE ITEM #2 – LARGE AND DEPRESSED CRACK REPAIR OF COUNTY ROADS

MINIMUM REQUIREMENTS

VENDORS COMPLIANCE
YES NO

The Contractor will supply and apply a hot applied, pourable, aggregate filled, black color, polymer modified asphalt pavement repair mastic. The repair mastic to be used in areas approved by the County Commissioner for sealing, filling and repairing of various distresses, including large and depressed transverse cracks in roadway pavement.

The mastic patching material shall be packaged by the manufacturer so that no field mixing of mastics and aggregate will be performed by the Contractor.

The weight per box of packaged pre-mixed product shall be 40 lbs. per box.

VENDORS COMPLIANCE
YES NO

The weight of the mastic product shall not exceed a weight of 15.5 lbs. per gallon. _____

The material should be an existing manufactured product with a manufacturers recommended application temperature of 375 to 400 degrees F. _____

The Contractor will furnish the equipment to melt and apply the mastic patching product. The equipment shall meet the following specifications:

The melter shall have a thermostatic control for the heat transfer medium that will digitally display and maintain the application temperatures within 5 degrees F. _____

The mixer shall have a continuous material mixing system to provide uniform viscosity and an even distribution of suspended aggregate at the time of application. _____

The unit shall be oil jacketed to ensure safe heating and handling of materials. _____

The melter unit shall have a gate valve at the rear of the machine so that material may be safely dispensed into a material handler cart. _____

The material handler cart shall be heated to ensure that the material stays hot while being applied. _____

Necessary cleaning of the pavement prior to application will be the responsibility of the Contractor. This includes the cleaning of cracks and surface areas using compressed air, wire wheels and hot air torches where required. _____

The material will be applied by the Contractor using a heated material handler and drag boxes with sufficient width to span crack depressions and repairs. _____

Drag boxes will apply an overband of mastic material to repairs. Overband patches must be kept tight with the pavement's surface. _____
Excessive material application will not be acceptable.

Large cracks and repairs may require pre-filling and installation in multiple lifts so that low spots do not exist once the material settles and cools. _____

The Contractor must be prepared to demonstrate application methods prior to performance of work if asked to do so by the County Commissioner. _____

PREPARATION AND APPLICATION OF MASTIC PATCHING REPAIRS
PER LB. \$ _____

Cost for Line Item #1 – Preparation and Sealing of Cracks Per Mile of Two-Lane Roads \$ _____

Cost of Line Item #2 – Preparation and Application of Mastic Patching Repairs Per LB. \$ _____

THE COUNTY COMMISSIONER OR ROAD FOREMAN WILL SELECT THE REPAIR AREAS PRIOR TO ISSUING WORK. PRIOR TO PERFORMANCE OF WORK, THE COUNTY COMMISSIONER OR ROAD FOREMAN WILL MEET WITH CONTRACTOR TO SPECIFICALLY LOCATE AND MARK THE AREAS TO BE TREATED.

THE CONTRACTOR SHOULD BE PREPARED TO VERIFY THE AMOUNT OF PRODUCT THEY HAVE USED THROUGHOUT THE PROCESS AND AT THE TIME OF INVOICE. THIS INCLUDES: COPIES OF PACKING SLIPS LISTING LBS. PURCHASED, CHECKING IN MATERIAL PRIOR TO BEGINNING WORK, FULL AND EMPTY PACKAGING THROUGHOUT AND AT THE COMPLETION OF THE PROCESS.

MATERIAL OR APPLICATION METHODS SHOULD NOT BE USED IN AREAS NOT SPECIFIED OR APPROVED BY THE COUNTY COMMISSIONER.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	Custer County PO Box 300 Arapaho, OK 73620
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 25%; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 40%; height: 20px;"></td> </tr> </table>		-		-	
	-		-			
OR						
Employer identification number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 90%; height: 20px;"></td> </tr> </table>		-			
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.