



Street / Sanitation / Recycling
705 South River Road
West Lafayette, IN 47906
Phone: (765) 775-5242
Fax: (765) 746-1302

March 4, 2010

TO: Mayor Dennis and Board of Works Members
FROM: David A. Downey, Street Commissioner
RE: 2010-2011 Joint Salt Purchasing Bids

I have received the following request from Rick Morrissey to join in the Joint purchasing for Road Salt for the 2010-2011 winter season.

We have another bid coming up for road salt in May and I want to get a jump on updating the specs. I feel that the procedure we have been following is beneficial to all who participate and so long as we prosper and save money we should continue down this path.

In the past, we have invited Battle Ground and Shadeland to be included. I will be at a Joint Purchasing Board meeting this Thursday and part of the agenda will be to allow West Lafayette, Battle Ground and Shadeland to participate again.

As you know, cities and towns were allowed to buy salt off the State QPA this season but I also heard that there was a shortage during the last snowfall so INDOT could not provide salt for everyone. Conditions such as this are something we need to consider in determining what direction we take this year.

Feedback, along with your spec updates are welcomed.

Rick

NOTICE TO BIDDERS

Notice is hereby given that the City of Lafayette, Indiana, serving as lead agency for the established Joint Purchasing Board on behalf of Tippecanoe County and the City of Lafayette and by Resolution 2005-05, will receive sealed bids in the Office of the City Clerk, 20 N. 6th Street, up to 2:00 p.m. (E.D.T.) on Tuesday, June 2, 2009 with bid openings to be in the Board of Works room for the following:

Note that date [June 2, 2009] should be corrected on notice that is published.

Bulk (White) and Treated Road Salt

Bids shall be submitted using Regular Bid Form 95 – Revised 1987, which may be obtained at the Office of the City Clerk, City Hall, 20 N. 6th Street, Lafayette, Indiana, 47901, or by requesting a bid package online at the Purchasing link of the City Web Site at www.lafayette.in.gov. Accompanied with Bid Form 95, all submissions shall include the Official Bid Forms, vendor's product composition/specifications data and in all particulars must comply with the laws of the State of Indiana. Contract terms will be for a period of 1 year commencing on the date of notification of award to the vendor. Sealed bid responses must be clearly marked as such on the outside of the delivery package of your bid.

The Joint Purchasing Board reserves the right to waive irregularities in the bids pursuant to State law and local bidding procedures.

The Joint Purchasing Board reserves the right to accept or reject any and all bids.

JOINT PURCHASING BOARD

Mayor Tony Roswarski, Member

ATTEST:

Cindy Murray,
City Clerk

Publish: May 7, 2009
May 14, 2009



BID TERMS AND CONDITIONS

- 1) **Material and Equipment Specified by Name:** Whenever material or equipment is specified by patent or proprietary name or by name of the manufacturer, unless stated differently, such specification shall be considered as if the phrase “or acceptable equal” appears, though implied. *MSDS Data Sheets are required.*
- 2) **Award:** In determining and evaluating the best bid, prices will not necessarily be the controlling factor rather, quality, equality, efficiency, utility terms and conditions and availability all become relevant factors, only to name a few. The Joint Purchasing Board also reserves the right to conduct discussion with potential offerors submitting proposals who are determined to be reasonably susceptible of being selected for award.
- 3) **Title:** If applicable, Title to the product shall pass to the Joint Purchasing Board at the FOB point of destination, subject to the right of refusal upon inspection by the City of Lafayette or the respective Tippecanoe County department.
- 4) **State and Federal Tax:** The Joint Purchasing Board is exempt from all taxes; therefore, your quote should be exempt from taxes as well. A tax certificate(s) will be furnished to you upon your request.
- 5) **Inspection:** The Joint Purchasing Board or its designee reserves the right to inspect all materials and workmanship and retain the right to reject all materials and workmanship not conforming to the specifications provided.
- 6) **Legal Compliance:** All materials, parts and equipment shall be in compliance with all Federal laws, laws and regulations of the State of Indiana, Tippecanoe County, the City of Lafayette and OSHA. The seller shall, at the request of the Joint Purchasing Board, furnish evidence relating to certification of compliance.
- 7) **Bid Contents:** The bid documents include Specifications, Terms and Conditions, Form 95, Initial Opening Bid Form and other attachments as deemed necessary.
- 8) **Lead Time:** Lead-time, if applicable, shall be stated on the Initial Opening Bid Form. Failure to comply with meeting the delivery date or not informing the Joint Purchasing Board of problems in meeting the delivery date in whole or in part is cause for the vendor to be held responsible for damages incurred by the Joint Purchasing Board as a result of non-delivery or notification.



ROAD SALT SPECIFICATIONS

Sodium chloride shall be rock salt conforming to the requirements of AASHTO M 143, Type I Grade I, with a moisture content not exceeding 2%. Sampling shall be as set out in the INDOT manual entitled, "Manual for Frequency of Sampling and Testing and Basis for Use of Materials, Revised, January, 2005." The rapid test method referenced in this manual shall be used for both routine acceptance testing and for resolution of disputes concerning chemical composition. Material not complying with these requirements shall be paid for at a reduced price as set out under "Deductions". All material furnished shall be chemically treated to prevent caking and shall be free of foreign matter, lumps and free of water.

Purchase orders may be placed by any governmental agency participating in this bid and orders may be made in the method of their choice. Delivery destinations will be designated at the time purchase orders are placed to the vendor. Invoicing will be issued by the vendor to the governmental agency placing each individual purchase order. Vendor shall make delivery in trucks with solid or waterproof tarps to stockpile locations designated by the agency at time of order. Delivery shall be completed within five (5) working days after placement of order. *For each working day that delivery extends beyond this 5-day limit, \$200 dollars will be deducted from any money due the Vendor, not as a penalty but as liquidated damages.* Orders shall be placed by telephone or by faxed purchase order during regular working hours to the office specified by the vendor. The vendor should provide a single telephone number for all orders made for each purchase order.



CITY OF LAFAYETTE
TIPPECANOE COUNTY

**Delivery Addresses of Participating
Agencies, Contact Numbers and Road Salt Volumes**

<u>Government Agency</u>	<u>Bulk (White) Salt Volume</u>	<u>Treated Salt Volume</u>
City of Lafayette 260 S. 3 rd Street Lafayette, Indiana 47901 (765) 714-1680	3,000 Ton	0
City of West Lafayette 705 South River Road West Lafayette, Indiana 47906 (765) 430-2801	1,080 Ton	720 Ton
Tippecanoe County Highway Garage 3550 Brady Lane Lafayette, IN 47909 (Questions addressed when ordering)	2,575 Ton	1,875 Ton
Town of Shadeland	<u>100 Ton</u>	<u>50 Ton</u>
TOTAL VOLUMES	6,755 Ton	2,645 Ton



CITY OF LAFAYETTE
TIPPECANOE COUNTY

Mailing Addresses for Invoice Purposes

<u>Government Agency</u>	<u>Contact</u>	<u>Phone Number</u>
City of Lafayette 20 N. 6 th Street Lafayette, Indiana 47901	Paula King	(765) 807-1013
City of West Lafayette 705 South River Road West Lafayette, Indiana 47906	Donna Van Meter	(765) 775-5242
Tippecanoe County Highway Garage 3550 Brady Lane Lafayette, IN 47909	Diana Jilg	(765) 474-7079
Town of Shadeland 3125 W. 175 S, Lafayette, IN 47909	Peggy Van Schepen	(765) 477-0116



CITY OF LAFAYETTE
TIPPECANOE COUNTY

PURCHASING DEPARTMENT

Official Bid Form #1

(Anticipated Total Seasonal Order = 6,655 Ton)

VENDOR: _____

DATE: _____

Bulk (White) Salt – Sodium Chloride

PRICE PER TON - DELIVERED \$_____ / TON

DELIVERY LEAD TIME _____ DAYS



CITY OF LAFAYETTE
TIPPECANOE COUNTY

PURCHASING DEPARTMENT

Official Bid Form #2

(Anticipated Total Seasonal Order = 2,595 Ton)

VENDOR: _____

DATE: _____

“TREATED” Salt – Sodium Chloride

PRICE PER TON – DELIVERED

\$ _____ / TON

DELIVERY LEAD TIME

_____ DAYS