

## NOTICE/INSTRUCTIONS TO BIDDERS

Notice is hereby given that the Board of Commissioners of Monroe County, Indiana, will receive sealed bids for the following:

### MONROE COUNTY HIGHWAY DEPARTMENT

1. Aggregate: Stone, Gravel, and Sand
2. Longitudinal Pavement Markings, Paint
3. Longitudinal & Transverse Markings, Thermoplastic
4. Removal of Longitudinal & Transverse Markings, Thermoplastic
5. Corrugated Metal Pipe and High Density, Polyethylene Pipe, N-12.

Sealed bids will be received at the Monroe County Legal Department, 100 W. Kirkwood Avenue, Room 220, Bloomington, Indiana 47404, until 10:00 A.M. E.S.T., on Wednesday, November 20, 2024. Bids will be opened and read aloud via Teams Meeting at 1:00 p.m. by representatives of the Monroe County Highway Department.

Any bid received after this time will be returned unopened. Bids transmitted by facsimile machine or email will not be accepted.

Copies of the Instructions to bidders, the Specifications, and all necessary bid forms may be obtained from the Legal Department 8:00 a.m. to 4:00 p.m., Monday thru Friday.

The Commissioners reserve the right to reject any, and all bids and to waive any defects or irregularities in the bidding.

The Owner reserves the right to accept or reject any Bid, *or portion of the Bid*, and to waive any irregularities in the bidding. All bids may be held for a period not to exceed 60 days, or as otherwise stated in the Contract Documents before awarding the contract.

All out-of-state corporations must have a certificate of authority to do business in the State. Application forms may be obtained by contacting the Secretary of State, State of Indiana, Statehouse, Indianapolis, Indiana 46204.

All bidders shall comply with Chapter 275 of the Monroe County Code, the Responsible Bidder Ordinance.

Monroe County is an Equal Opportunity Employer in accordance with I.C. 22-9-1-10 and shall not permit discrimination against any employee or applicant for employment to be employed in the performance of the contract, with respect to his or her hire, tenure, terms, conditions or privileges of employment or any matter, directly or indirectly related to employment, because of his race, religion, color, sex, disability, national origin, or ancestry.

**November 20, 2024, 1:00 PM**

**Highway Bid Opening**

**Microsoft Teams meeting**

**Join on your computer, mobile app or room device**

Meeting ID: 211 270 752 923

Passcode: rcd6He

[Click here to join the meeting](#)

[Download Teams](#) | [Join on the web](#)

## **INSTRUCTIONS TO BIDDERS**

1. Each bidder shall make sure that their bid is submitted in a **SEALED ENVELOPE** marked, "Monroe County Highway Department" and **indicating which specification(s)**, addressed to the Board of County Commissioners with the return address of the bidder shown.
2. **All sealed bids are due in the Monroe County Legal Department, Courthouse, 100 W. Kirkwood Avenue, Room 220, Bloomington, Indiana 47404, BY 10:00 A.M. E.S.T., on November 20, 2024.**
3. Be sure to complete the non-collusion affidavit and the affidavit of non-discrimination, otherwise the bid will not be valid.
4. A bidder's bond, payable to Monroe County Treasurer, must accompany any bid proposal. **(Bid bond not required for this submittal)**
5. Please read and follow the Legal Notice when completing the bid proposal, as well as all specifications. Should you have any questions regarding specifications, please contact the Monroe County Highway Department Office at (812) 349-2555.

## **SUPPLEMENTAL SPECIFICATIONS**

- (1) That bids will be received and contracts let, separately, for each line or class of materials.
- (2) That bids will be received and contracts let for the purchase or lease of an unspecified number of items at a fixed price per unit.
- (3) That bids will be evaluated on the basis of such factors as reliability, productivity and the cost of maintenance and services. If the bid is for sand, gravel, asphalt paving materials, or crushed stone the County may award contracts to more than one (1) responsible and responsive bidder based upon service to specific geographic areas.

For all other materials, the cost of services includes any extra costs associated with delivery of said material to the Garage, including, but not limited to, transportation costs, extra labor incurred in transportation and long distance phone bills.

- (4) Material supplier and their material shall be certified by the Indiana Department of Transportation prior to bid submittal.
- (5) Successful bidder must provide detailed billing with location, total material used/placed, and date of placement for each item.



### **NON-DISCRIMINATION AFFIDAVIT**

The undersigned, having executed the attached bid or bids for and on behalf of himself, his firm or corporation, being first duly sworn says:

In the performance of work under this contract, it is agreed that Contractor, any of its subcontractors, or any person acting on their behalf shall not, in any manner, discriminate against or intimidate any employee or job applicant with respect to his hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of his race, religion, color, sex, disability, national origin or ancestry or discriminate by reason of such factors against any citizen of the State of Indiana who is qualified and available to perform the work.

It is further agreed that a penalty may be deducted from the contract in the sum of five (\$5.00) for each person for each calendar day during which such person was discriminated against or intimidated in violation of this provision. If a second or subsequent violation occurs, this contract may be terminated, and all monies due or become due hereunder may be forfeited. It is further agreed that a breach of this covenant may be considered a material breach of this contract.

### **NON-COLLUSION AFFIDAVIT**

The undersigned bidder or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and that this bid is made without reverence to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

### **OATH AND AFFIRMATION**

I affirm under the penalties for perjury that the foregoing facts and information are true and correct to the best of my knowledge and belief.

Dated at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(Name of Organization)

By \_\_\_\_\_

\_\_\_\_\_  
(Title of Person Signing)

# Monroe County Material Bid Requisition #1

## **AGGREGATE: STONE, GRAVEL AND SAND**

150,000 Tons or less Crushed Stone

10,000 Tons or less Sand & Gravel

F.O.B.

County Trucks at quarry prices for the following sizes:

Item	Price Per Ton
#2 Aggregate	
#5 Aggregate	
#8 Aggregate	
#9 Aggregate	
#11 Aggregate	
#12 Aggregate	
#53 Aggregate (INDOT Specification, not commercial grade)	
#73 Aggregate	
Revetment Rip Rap	
Class 1 Rip Rap	
Class 2 Rip Rap	
Uniform A Rip Rap	
Uniform B Rip Rap	
De-icing Sand	

Aggregates shall comply with the current Indiana Department of Transportation Standard Specifications.

Material supplier and their material shall be certified by the Indiana Department of Transportation prior to bid submittal.

County may award sand, gravel, asphalt paving materials, or crushed stone contracts to more than one (1) responsible and responsive bidder based upon service to specific geographic areas.

**BIDDERS NAME**\_\_\_\_\_

**COMMERCIAL DESIGNATION**\_\_\_\_\_

Signed this 24th day of October, 2024.

  
\_\_\_\_\_  
Highway Director



## Monroe County Material Bid Requisition #2

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### **LONGITUDINAL PAVEMENT MARKINGS, PAINT:**

400,000-600,000 feet (the quantity is dependent on unit pricing to stay with limits of the highway budget).

Center, edge, skip and lane lines.

Item	Unit	Unit Price
Line, Yellow, 4"	LFT	
Line, White, 4"	LFT	

Applied in place at various locations throughout Monroe County in accordance with the current Indiana Department of Transportation Standard Specifications.

It shall also include pavement cleaning and placing cones on freshly painted lines for sufficient drying time.

Successful bidder will be provided two lists of striping projects for the calendar year.

Successful bidder must provide detailed billing with location, total material used/placed, and date of placement for each item.

**BIDDERS NAME** \_\_\_\_\_

**COMMERCIAL DESIGNATION** \_\_\_\_\_

Signed this 24th day of October, 2024.

  
\_\_\_\_\_  
Highway Director

# Monroe County Material Bid Requisition #3

## **THERMOPLASTIC**

Applied in place at various locations throughout Monroe County in accordance with the current Indiana Department of Transportation Standard Drawings and Standard Specifications. **Bidders must bid both quantities for each item.**

Successful bidder must provide detailed billing with location, total material used/placed, and date of placement for each item.

### **Thermoplastic/Longitudinal and Transverse Markings**

Item	Price per Linear Foot
Line, Solid or skip yellow, 4": 2500' and less	
Line, Solid or skip yellow, 4": Greater than 2500'	
Line, Solid or skip white, 4" : 2500' and less	
Line, Solid or skip white, 4" : Greater than 2500'	

Item	Each
Arrow, left or right turn, straight: 15 and less	
Arrow, left or right turn, straight: Greater than 15	
Arrow, combination thru/turn: 15 and less	
Arrow, combination thru/turn: Greater than 15	
Word, ONLY: 15 and less	
Word, ONLY: Greater than 15	
Symbol, BIKE (8'): 5 and less	
Symbol, BIKE (8'): Greater than 5	
Symbol, RAILROAD CROSSING: 5 and less	
Symbol, RAILROAD CROSSING: Greater than 5	

Line, Solid, White or Yellow, for Misc. Such as: Crosswalks, Rumble Strips, Stop Lines, Crosshatching, etc.

Item	Price per Linear Foot
4" 750' and less	
4" Greater than 750'	
6" 250' and less	
6" Greater than 250'	
8" 250' and less	
8" Greater than 250'	
12" 250' and less	
12" Greater than 250'	
24" 750' and less	
24" Greater than 750'	

BIDDERS NAME\_\_\_\_\_

COMMERCIAL DESIGNATION\_\_\_\_\_

Signed this 24th day of October, 2024.

\_\_\_\_\_   
Highway Director



# Monroe County Material Bid Requisition #4

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## **REMOVAL OF LONGITUDINAL & TRANSVERSE MARKINGS, THERMOPLASTIC**

Removal of in place Longitudinal & Transverse Thermoplastic Markings at various locations throughout Monroe County. **Bidders must bid removal for each item.**

Successful bidder must provide detailed billing with location, total material used/placed, and date of placement for each item.

### **Longitudinal and Transverse Pavement Marking Removal**

Item	Price per Linear Foot
Line, Solid or skip, 4": 2500' and less	
Line, Solid or skip, 4": Greater than 2500'	

Item	Each
Arrow, left or right turn, straight: 15 and less	
Arrow, left or right turn, straight: Greater than 15	
Arrow, combination thru/turn: 15 and less	
Arrow, combination thru/turn: Greater than 15	
Word, ONLY: 15 and less	
Word, ONLY: Greater than 15	
Symbol, BIKE (8'): 5 and less	
Symbol, BIKE (8'): Greater than 5	
Symbol, RAILROAD CROSSING: 5 and less	
Symbol, RAILROAD CROSSING: Greater than 5	

**Removal of Lines, Solid, for Misc. Markings Such as: Crosswalks, Rumble Strips, Stop Lines, Crosshatching, etc.**

Item	Price per Linear Foot
4" 750' and less	
4" Greater than 750'	
6" 250' and less	
6" Greater than 250'	
8" 250' and less	
8" Greater than 250'	
12" 250' and less	
12" Greater than 250'	
24" 750' and less	
24" Greater than 750'	

**BIDDERS NAME**\_\_\_\_\_

**COMMERCIAL DESIGNATION**\_\_\_\_\_

Signed this 24th, day of October, 2024.

  
\_\_\_\_\_  
Highway Director

# Monroe County Material Bid Requisition #5

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## **CORRUGATED METAL PIPE AND HIGH DENSITY POLYETHYLENE PIPE, N-12**

Bidders shall submit bids for sizes specified, round and arched, listing price per linear foot. Material to be delivered by truck to the County Highway Garage.

Bidder to furnish prices on the following:

- A. High Density Polyethylene Culvert Pipe, N-12. All polyethylene pipes must have a smooth interior.

Provide quote for the following pipe and connecting bands. Please complete the following table:

High Density Polyethylene Culvert Pipe, N-12		
Size (inch)	Pipe Cost per Linear Foot	Band Cost Each
12		
15		
18		
24		
36		



B. Corrugated Aluminized Steel Pipe Type II to meet AASHTO M 274 and M 36.

Provide quote for the following pipe, connecting bands and end section sizes. Please complete the following tables:

2 - 2/3" x 1/2" Corrugated Round Pipe		
Size (inch)	Gage Thickness	Cost Per Linear Foot
12	14	
15	14	
18	14	
21	14	
24	14	
27	14	
30	14	
33	14	
36	12	
42	12	
48	12	
54	12	
60	12	
66	10	
72	10	
78	8	
84	8	

3" x 1" Corrugated Round Pipe		
Size (inch)	Gage Thickness	Cost Per Linear Foot
42	12	
48	12	
54	12	
60	12	
66	12	
72	12	
78	12	
84	12	
90	12	
96	12	
102	12	
108	12	
114	12	
120	12	
126	10	
132	10	
138	10	
144	8	

### 2 - 2/3" x 1/2" Corrugated Arch Pipe

Size, Span x Rise (inch)	Gage Thickness	Cost Per Linear Foot
17 x 13	14	
21 x 15	14	
24 x 18	14	
28 x 20	14	
35 x 24	14	
42 x 29	12	
49 x 33	12	
57 x 38	12	
64 x 43	12	
71 x 47	10	
77 x 52	8	
83 x 57	8	

### 3" x 1" Corrugated Arch Pipe

Size, Span x Rise (inch)	Gage Thickness	Cost Per Linear Foot
60 x 46	12	
66 x 51	12	
73 x 55	12	
81 x 59	12	
87 x 63	12	
95 x 67	12	
103 x 71	12	
112 x 75	12	
117 x 79	12	
128 x 83	10	
137 x 87	10	
142 x 91	8	

### Metal Round Pipe End Section

Size (inch)	Gage Thickness	Cost Each
12	16	
15	16	
18	16	
21	16	
24	16	
27	16	
30	14	
33	14	
36	14	

### Metal Arch Pipe End Section

Size, Span x Rise (inch)	Gage Thickness	Cost Each
17 x 13	16	
21 x 15	16	
24 x 18	16	
28 x 20	16	
35 x 24	14	
42 x 29	14	

### 2 – 2/3" x 1/2" Corrugated Round Pipe Connecting Bands

Size (inch)	Gage Thickness	Cost Each
12	14	
15	14	
18	14	
21	14	
24	14	
27	14	
30	14	
33	14	
36	12	
42	12	
48	12	
54	12	
60	12	
66	10	
72	10	
78	8	
84	8	

### 3" x 1" Corrugated Round Pipe Connecting Bands

Size (inch)	Gage Thickness	Cost Each
42	12	
48	12	
54	12	
60	12	
66	12	
72	12	
78	12	
84	12	
90	12	
96	12	
102	12	
108	12	
114	12	
120	12	
126	10	
132	10	
138	10	
144	8	

### 2 – 2/3" x 1/2" Corrugated Arch Pipe Connecting Bands

Size, Span x Rise (inch)	Gage Thickness	Cost Each
17 x 13	14	
21 x 15	14	
24 x 18	14	
28 x 20	14	
35 x 24	14	
42 x 29	12	
49 x 33	12	
57 x 38	12	
64 x 43	12	
71 x 47	10	
77 x 52	8	
83 x 57	8	

### 3" x 1" Corrugated Arch Pipe Connecting Bands

Size, Span x Rise (inch)	Gage Thickness	Cost Each
60 x 46	12	
66 x 51	12	
73 x 55	12	
81 x 59	12	
87 x 63	12	
95 x 67	12	
103 x 71	12	
112 x 75	12	
117 x 79	12	
128 x 83	10	
137 x 87	10	
142 x 91	8	



SUCCESSFUL BIDDER MUST HAVE A REPRESENTATIVE AVAILABLE TO ASSIST COUNTY IN SIZING AND INSTALLATION OF STRUCTURES. THE MATERIALS ARE TO BE DELIVERED WITHIN TWO WEEKS OF THE ORDER DATE.

The delivery time and availability of material are to be listed and considered as a part of bid. Materials are to be delivered and unloaded as specified by the County at the Highway Garage.

All materials must meet all Indiana Department of Transportation (INDOT) specifications with a design load capacity to meet AASHTO guidelines and INDOT specifications.

Pipe manufacturer certifications must accompany bid.

All materials must be manufactured and fabricated in the United States of America.

**BIDDERS NAME** \_\_\_\_\_

**COMMERCIAL DESIGNATION** \_\_\_\_\_

Signed this 24th day of October 2024.

  
\_\_\_\_\_  
Highway Director

**CHAPTER 275**  
**RESPONSIBLE BIDDER**

**275-1. Purpose**

The Responsible Bidder Ordinance shall serve to define the term "responsible" as used in Indiana Code 36-1-12-4

**275-2. Applicability**

This Chapter of the Monroe County Code shall apply when:

- (a) The County is seeking a contract or other service to perform public work. Public work, in this context, means the construction, reconstruction, alteration, or renovation of a public building, or other structure that is paid for out of a public fund or out of a special assessment. The term includes the construction, alteration, or repair of a highway, street, alley, bridge, sewer, drain, or other improvement that is paid for out of a public fund or out of a special assessment. The term also includes any public work leased by the County under a lease containing an option to purchase; and
- (b) The cost of the contract or service will be at least one-hundred-fifty thousand dollars (\$150,000)

**275-3. Criteria**

A "responsible bidder" shall meet all the bid and contract specifications, and shall:

- (A) Affirm compliance with all applicable laws pre-requisite to doing business in Indiana;
- (B) Produce evidence of a federal employer taxpayer identification number or social security number (for sole proprietors);
- (C) Confirm compliance with Section 2000(e) of Chapter 21, Title 42 of the United States Code and Federal Executive Order No. 11375 (known as the Equal Opportunity Employer Provisions);
- (D) Provide the County with certificates of insurance indicating the following coverage, when such is required in the bid or contract specifications, and in amounts stated in the bid specifications or contract:
  - (1) General liability;
  - (2) Worker's compensation;
  - (3) Complete operations;
  - (4) Automobile;
  - (5) Hazardous occupation;
  - (6) Product liability;
  - (7) Professional liability;
  - (8) Pollution liability;
  - (9) Asbestos abatement liability;



- (10) Property insurance; and
- (11) Any additional insurance required by the bid specifications or contract;
- (E) Affirm, where workers' compensation insurance is required under the bid specifications, that all employees are (1) covered under a current workers' compensation insurance policy and (2) properly classified under such policy; and also, where worker's compensation insurance is required under the bid specifications, submit a copy of the "Declarations Page(s)" of the contractor's workers' compensation insurance policy if the contractor is insured with a carrier, and any continuation of the worker's compensation insurance Declarations Page(s) which includes the name and address of the insured, as well as the class codes the compensation premium is based on and the total estimated remuneration per class code; and, upon the City's request, submit a copy of any worker's compensation insurance annual premium audit documents.
- (F) Indicate compliance with Indiana Code § 5-16-7 et. Seq., the Indiana Common Construction Wage Act;
- (G) Submit proof of any professional or trade license required by law for any trade or specialty area in which a bidder is seeking a contract award; and disclose any suspension or revocation within the previous five (5) years of any professional trade license held by the company, or of any director, officer or manager employed by the bidder;
- (H) At the time of submitting the bid, disclose the name and address of each subcontractor from whom the bidder has accepted a bid and/or intends to hire on any part of the project, and disclose the amount of each subcontractor's bid to the general contractor; each subcontractor who will perform work valued in excess of the threshold set forth in Section 275-2(b) of the Monroe County Code shall be required to adhere to the submission requirements set forth herein as though it were bidding directly to the Monroe County, and must file the appropriate required documents at least five (5) days prior to commencement of work by the subcontractor;
- (I) State that individuals who will perform work on the public works project on behalf of the contractor are properly classified as either (1) an employee or (2) an independent contractor under all applicable state and federal laws and local ordinances;
- (J) Provide information as to the substance abuse policy that pertains to all of the bidder's employees working on the project; and
- (K) Confirm that all apprentices to be used on the project are registered with an apprenticeship and training program approved and registered with the United States Department of Labor, Bureau of Apprenticeship and Training (or any state or federal successor agency).

**275-4.**

**Certified Payroll**

All contractors and subcontractors are required to submit to the awarding agency, and General Contractor if applicable, an approved and detailed certified payroll on a weekly basis, unless different payroll reporting requirements are stated under the bid specifications or contract.



**275-5. Additional Criteria**

The County may also request evidence of and/or consider the following factors when identifying responsible bidders for the purpose of awarding contracts under this Chapter:

- (A) The ability, capacity, and skill of the bidder to perform the contract;
- (B) The capacity of the bidder to perform the contract promptly and efficiently, or within the time specified, without delay or interference;
- (C) The character, integrity, reputation, and experience of the bidder;
- (D) The quality of the bidder's past performance, including performance of previous contracts, whether or not such performance was with the County;
- (E) The bidder's default under previous contracts, whether or not such contract was with the County;
- (F) The bidder's failure to pay or satisfactorily settle bills due on former contracts, whether or not such contract was with the County;
- (G) The previous and existing compliance by the bidder with laws and ordinances relating to the contract;
- (H) The financial ability of the bidder to perform the contract;
- (I) A statement regarding and/or disclosures of:
  - 1. Any determination by a court or government agency for violations of federal, state, or local laws including but not limited to violations of contracting or antitrust laws, tax or licensing laws, environmental laws, the Occupational Safety and Health Act (OSHA), the National Labor Relations Act (NLRA), Common Construction Wage Law, or the federal Davis-Bacon Act;
  - 2. Any findings of "non-responsibility" by federal, state, or local departments;
- (J) Any additional factors the County determines relevant for the contract.

**275-6. Lowest Bidder Not Chosen**

When the contract is awarded to a bidder other than the lowest bidder, a statement of the Reasons for such award shall be prepared by Monroe County.

**275-7. Multiple Low Bids**

When two or more responsible bidders submit the same low bid, the contract shall be granted to the bidder whose headquarters are geographically closest to the Monroe County; but if both low bidders are headquartered within the Monroe County, then the winning bid shall be determined by drawing lots in public at a meeting of the Board of County Commissioners;

**275-8. Access to Public Records Act**

All submissions tendered under this Chapter by a contractor or subcontractor shall be public records subject to review pursuant to Indiana Code § 5-14-3-1 et seq., the Indiana Access to Public Records Law.

**275-9. Severability**

If any portion of this ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other portions or applications of this ordinance which can be given effect without the invalid portions or applications, and to this end, the portions of this Ordinance are severable.

**275-10. Effective Date**

This Ordinance is effective upon passage.

**[end of chapter]**