BUCKEYE, AZ

CITY OF BUCKEYE

DELIVERY ORDER
REQUEST FOR PROPOSALS

FOR

JOC CONTRACT #'s 2014-006-009

DORFP #6

PAVEMENT MAINTENANCE PROJECTS

WATSON ESTATES PHASE 1, PROSPECTOR WAY, MUSEUM GRADE & PAVE, MUSEUM CONCRETE SIDEWALKS BUCKEYE AIRPORT ASPHALT & CONCRETE REPAIR

IN BUCKEYE ARIZONA

CONTACT PERSON

Tammy Vogel, Contract Administrator

Construction & Contracting Division

623.349.6175

Tvogel@buckeyeaz.gov

SCHEDULE OF EVENTS

Date Issued DORFP:	March 02, 2016
Pre-Proposal Conference:	March 08, 2016 at 3:00 PM
Last day for Questions:	March 11, 2016 at 5:00 PM
DORFP Due Date:	March 17, 2016 at 4:00 PM

DELIVERY ORDER RFP
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SECTION I – GENERAL INFORMATION

This Delivery Order Request for Proposal (DORFP) is provided to all contractors under the Job Order Contracts 2014-006 through 009 for Street Maintenance (the "Contract"). Any awarded Delivery Order arising from this DORFP will be in strict conformance to the terms and conditions specified in the Contract.

This document will provide directions to those firms awarded the subject Job Order Contract and provide information to those firms on how to prepare and submit your price proposals, and how those proposals will be evaluated. Each of the Job Order Contractors will be asked to provide project costs and schedules.

Sealed Proposals will be delivered and received **no later than 4:00 PM, local time on March 17, 2016,** at Buckeye City Hall, Attention Chris Williams, 530 East Monroe Avenue, Buckeye, Arizona 85326.

Scope of Work:
The nature of the work to be performed under this project shall consist of furnishing all labor, materials, equipment, cleaning, pavement/road marking and protection for adjacent concrete and landscape as required to apply Rubberized Crack Sealant, Asphalt Emulsion Seal Coat services to prevent further deterioration of the road surfaces, demo concrete sidewalk, install new sidewalk and more particularly defined in Exhibit C, Scope of Work, attached hereto.

The Contractor shall include Community Outreach as specified in the Scope of Work for particular sites.

The construction of this project shall be in accordance with the MAG Uniform Standard Specifications for Public Works Construction, and standard specifications as outlined in the Base Job Order Contract latest edition with revisions and corrections thereto.

Location of the Project: City of Buckeye, Arizona.

Due to the nature of this JOC DORFP, Proposals **will not** be opened publicly or read aloud by the City Clerk.

All contractors engaged in City of Buckeye construction shall be licensed in the State of Arizona.

The Delivery Order will be awarded to the JOC Contractor whose proposal is the lowest cost to the City and meets the required construction schedule. The City also reserves the right to award this Delivery Order on a line item basis if it is in the best interest of the City to do so. The City desires that all permitting and construction work be completed within 120 calendar days following issuance of the Notice to Proceed to the successful proposer.

After receiving all price proposals, the City will enter into a Delivery Order contract with the selected JOC Contractor. The final executed contract documents will include, by reference, the

Job Order Contract, this Delivery Order Request for Proposal (DORFP), the successful proposer's price proposal, the results of any negotiations, additional contract language, and signature pages.

The successful proposer is expected to enter into the standard form of agreement for Delivery Order Services. The Delivery Order terms and conditions are included in your Job Order Contract and Specifications associated with this Delivery Order.

A pre-proposal conference will be held on **March 08, 2016, 3:00 PM, M.S.T.** at Buckeye City Hall. The purpose of this conference will be to clarify the contents of this DORFP in order to prevent any misunderstanding of the City's intention and desires. Any doubt as to the requirements of this DORFP, or any apparent omission or discrepancy should be presented to the City's representative at this conference. The City's representative will then determine the appropriate action. If necessary, the City's representative will issue a written amendment to the DORFP. Oral statements or instructions shall not constitute an amendment to this DORFP.

SECTION II – PROPOSAL SUBMISSION REQUIREMENTS

Proposals are to be addressed and delivered to the Construction and Contracting Division at 530 East Monroe Ave., Buckeye, Arizona, 85326 on or before **4:00 P.M., M.S.T., March 17, 2016.** No public disclosure will be made until after award of the contract.

The JOC Contractor shall submit their proposal, in an **original and one (1) copy.**

Submittals must be received by the specified time. On the submittal package, please display: firm name, project title, and JOC DORFP number. All submittals should be addressed to:

City of Buckeye
530 East Monroe Avenue
Buckeye, AZ 85326
Attn: Chris Williams

PROPOSAL: Submit price proposal in a sealed envelope marked PROPOSAL. All price proposals must be submitted using Exhibit (A).

You may withdraw your proposal at any time prior to the time and date set for closing. Proposals withdrawn after opening but prior to award may be withdrawn in accordance with the City of Buckeye Procurement Code.

The City reserves the right to conduct discussions with individual JOC Contractors, and to accept revisions of proposals, and to negotiate price changes. During this discussion period, the City will not disclose any information derived from proposals submitted, or from discussions with other proposers. Once an award is made, the DORFP file, and the proposals contained therein, are in the public record and will be disclosed upon request.

If you are submitting any information you consider to be proprietary, you must place it in a separate envelope and mark it "Proprietary Information". If the Manager, Construction and Contracting agree, this information will not be considered public information. The City Manager is the final authority as to the extent of material, which is considered proprietary or confidential. Pricing information cannot be considered proprietary.

Your proposal should be submitted in the format shown below. Proposals in any other format will be considered informal and may be rejected. Conditional proposals will not be considered. An individual authorized who executed the original JOC Contract must sign all proposals. Proposals that are not signed may be rejected.

The City reserves the right to reject any or all proposals or any part thereof, or to accept any proposal, or any part thereof, or to withhold the award and to waive or decline to waive irregularities in any proposal when it determines that it is in its best interest to do so. The City also reserves the right to hold all proposals for a period of 60 days after the closing date of this DORFP.

All JOC Contractors submitting a proposal shall be deemed to have read and understood all the terms, conditions and requirements in the specifications/scope of work.

All responses and accompanying documentation will become the property of the City at the time the proposals are received.

All formal inquiries or requests for significant or material clarification or interpretation, or notification to the City of errors or omissions relating to this DORFP must be directed, in writing to:

City of Buckeye
530 East Monroe Avenue
Buckeye, AZ 85326
Attn: Chris Williams
cwilliams@buckeyeaz.gov
623.349.6225

The City believes that it can best maintain its reputation for treating all contractors in a fair, honest, and consistent manner by conducting solicitations in good faith and by granting competitors an equal opportunity to win an award. If you feel that we have fallen short of these goals, you may submit a protest pursuant to the Procurement Code of Buckeye.

END OF SECTION II

SECTION III - EVALUATION PROCESS

PROPOSAL: Proposals will be submitted using the PROPOSAL SUBMITTAL SHEETS at Exhibit (A).

No proposal will be reviewed unless accompanied by a proposal guarantee of certified check, cashier's check, or surety bond on the form provided in Exhibit (B), in the amount of ten percent (10%) of the proposed design and construction cost. Submit your bid surety with your sealed price proposal.

END SECTION III

EXHIBIT A
PROPOSAL SUBMISSION SHEET

PROPOSAL

City Project Name: **PAVEMENT MAINTENANCE PROJECTS**
Solicitation No: **DORFP# 6; JOC Contract 2014-006-009**

Date: _____

Proposal from: _____
(Name of Firm)

To: City of Buckeye, Construction & Contracting Division

The following proposal is made for construction services for the City of Buckeye, Arizona, in accordance with Construction Documents. The undersigned certifies that the Construction Documents, as well as the proposed construction site and conditions affecting the Work have been carefully examined; that the amount and nature of the Work to be done is thoroughly understood; and that at no time will misunderstanding of the drawings, specifications, or conditions to be overcome be pleaded.

The undersigned certifies that he or his firm is currently licensed under the provisions of ARS Sections 32-1151 and 32-1169. The undersigned further certifies that he or his firm has a privilege license pursuant to ARS Section 42-5005.

The undersigned has/will execute the Job Order Contract Delivery Order if awarded the Contract. Any exceptions to the terms and conditions have been stated in writing and submitted on a separate sheet with this price proposal. The undersigned understands that any exceptions taken to the Construction Contract which are not accepted and/or approved by the City may be a basis for rejection of the Price Proposal as nonresponsive.

RECEIPT BY THE UNDERSIGNED OF THE FOLLOWING ADDENDA IS HEREBY ACKNOWLEDGED:

AMENDMENT NUMBER: _____ DATED: _____

AMENDMENT NUMBER: _____ DATED: _____

AMENDMENT NUMBER: _____ DATED: _____

LUMP SUM PROPOSAL:

The undersigned proposes to complete all of the Work in accordance with said Construction Documents, plans, specification and all associated addenda for the lump sum of Item# 0001-0005:
_____Dollars ($_____).
(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

Item #	Description of Project	Sq. Yardage Incl.	Lump Sum	# Days
0001	Watson Estates Phase 1			
0002	Prospector Way			
0003	Museum Grade and Pave			
0004	Museum Concrete Sidewalks			
0005	Buckeye Airport Asphalt & Concrete Repair			

GRAND TOTAL FOR ITEMS 0001-0005 $_____

Submitted by: _____

SIGNATURE: _____

NAME: _____

TITLE: _____

Principal Office: _____

Address: _____

_____

Telephone: _____

Facsimile: _____

M_____ being duly sworn deposes and says that he/she is the _____of_____ Contractor(s), and that answers to the foregoing questions and all statements therein contained are true and correct.

Subscribed and sworn before me this ____ day of _____, 2016

Notary Public: _____

My Commission Expires: _____day of _____, 20__

SIGNATURE: _____

EXHIBIT B
SURETY BOND

SURETY BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned,_____

_____
(Contractor's Name)

as Principal, and _____, as Surety, are hereby held and firmly bound into City of Buckeye as OWNER in the penal sum of _____ for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed this ____ day of _____, 2016.

The Condition of the above obligation is such that whereas the Principal has submitted a certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing, for: **DORFP# 6 FOR JOC CONTRACT# 2014-006-009: PAVEMENT MAINTENANCE PROJECTS**

Now, therefore, if the obligee accepts the proposal of the principal and the principal enters into a contract with the obligee in accordance with the terms of the proposal and gives the bonds and certificates of insurance as specified in the standard specifications with good and sufficient surety for the faithful performance of the contract and for the prompt payment of labor and materials furnished in the prosecution of the contract, or in the event of the failure of the principal to enter into the contract and give the bonds and certificates of insurance, if the principal pays to the obligee the difference not to exceed the penalty of the bond between the amount specified in the proposal and such larger amount for which the obligee may in good faith contract with another party to perform the work covered by the proposal then this obligation is void. Otherwise it remains in full force and effect provided, however, that this bond is executed pursuant to the provisions of § 34-201, Arizona Revised Statutes, and all liabilities on this bond shall be determined in accordance with the provisions of the section to the extent as if it were copied at length herein.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

_____ (L.S.)
(Principal)

_____
(Name of Surety)

By: _____
(Signature)