AGENDA REQUEST AND STAFF REPORT

For Board Business Meeting of: March 9, 2016

DATE: March 1, 2016

FROM: Tom Shamberger Road Department Phone: 541.322.7120

TITLE OF AGENDA ITEM:
Consideration for Board approval of issuance of the Intent to Award letter for Contract #2016-114 for "The Supply and Haul of Crushed, Pre-coated Rock for Chip Seal 2016"

PUBLIC HEARING ON THIS DATE? No

BACKGROUND AND POLICY IMPLICATIONS:
The Deschutes County Road Department opened sealed bids on March 1, 2016 for the supply and hauling of crushed, pre-coated rock for chip seal for use in the 2016 chip seal season. There were two bidders on this contract: High Desert Aggregate and Paving ($716,211.50) and Knife River Corporation - Northwest ($891,815.00).

High Desert Aggregate and Paving, Inc. was the winning bidder on this contract for the amount of $716,211.50. This bid represents a slight reduction from the 2015 price; a $1.80 per ton total reduction.

FISCAL IMPLICATIONS:
Funds for this contract are included in the coated rock line item of the Road Department budget (Fund #325).

RECOMMENDATION AND ACTION REQUESTED:
Move Chair signature of the Intent to Award letter for Contract #2016-114 to High Desert Aggregate and Paving, Inc. in the amount of $716,211.50.

ATTENDANCE: Chris Doty, Tom Shamberger

DISTRIBUTION OF DOCUMENTS: Return signed documents to Sheila Odle at the Road Department for distribution.
Date: 3-01-16  Department: Roads

Contractor/Supplier/Consultant Name: High Desert Aggregate and Paving, Inc.
Contractor Contact: Mike Moore  Contractor Phone #: 541.504.8566

Type of Document: Intent to Award Letter 2016-114

Goods and/or Services: The Supply and Hauling of Crushed, Pre-coated Rock for Chip Seal 2016

Background & History: Chip Seal is a primary maintenance tool used to extend the life of paved roads. This is an annual contract for pre-coated chip seal rock used in the chip seal process. The Road Department has used this product with the same specifications before with very good results. This supplier is a regular bidder and has supplied this product in the past in a satisfactory manner.

Agreement Starting Date:  Ending Date: June 10, 2016
Annual Value or Total Payment: $716,211.50

☐ Insurance Certificate Received (check box)
  Insurance Expiration Date: ______________

Check all that apply:
☒ RFP, Solicitation or Bid Process
☐ Informal quotes (<$150K)
☐ Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)

Funding Source: Road Fund (fund 325) (Included in current budget?  ☒ Yes  ☐ No

If No, has budget amendment been submitted?  ☐ Yes  ☐ No

Is this a Grant Agreement providing revenue to the County?  ☒ Yes  ☐ No

Special conditions attached to this grant:

Deadlines for reporting to the grantor:

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter:  ☒ Yes  ☐ No
Contact information for the person responsible for grant compliance: 
Name: 
Phone #: 

_____________________
_______

Departmental Contact and Title: Tom Shamberger  Operations Manager
Phone #: [541.322.7120]

Department Director Approval: ____________________  ________________
                              Signature  Date

Distribution of Document:  Who gets the original document and/or copies after it has been signed? Include complete information if the document is to be mailed.

Official Review:

County Signature Required (check one): ☒ BOCC  □ Department Director (if <$25K)

□ Administrator (if >$25K but <$150K; if >$150K, BOCC Order No. ____________)

Legal Review  ____________________  Date  ________________

Document Number:  2016-114
March 9, 2016

RE: Project - Contract for The Supplying and Hauling of Crushed, Pre-Coated Rock for Chip Seal 2016 – Contract #2016-115

NOTICE OF INTENT TO AWARD CONTRACT

On March 9, 2016 the Board of County Commissioners of Deschutes County, Oregon, considered proposals for the above-referenced project. The Board of County Commissioners determined that the successful bidder for the project was High Desert Aggregate & Paving, Inc., P.O. Box 1929, Redmond, OR 97756 with a bid of Seven Hundred Sixteen Thousand Two Hundred Eleven and 50/100 dollars. ($716,211.50).

This Notice of Intent to Award Contract is issued pursuant to Oregon Revised Statute (ORS) [specify 279B.135 for contracts other than public improvements or 279C.375 for public improvements]. A copy of this Notice is being provided to each firm or person that submitted a bid or proposal for the project. Any firm or person which believes that they are adversely affected or aggrieved by the intended award of contract set forth in this Notice may submit a written protest within seven (7) calendar days after the issuance of this Notice of Intent to Award Contract to the Board of County Commissioners of Deschutes County, Oregon, at Deschutes Services Building, 1300 NW Wall Street, Bend, Oregon 97701. The seven (7) calendar day protest period will expire at 5:00 PM on Wednesday, March 16, 2016.

Enhancing the Lives of Citizens by Delivering Quality Services in a Cost-Effective Manner
Any protest must be in writing and specify any grounds upon which the protest is based. Please refer to Oregon Administrative Rules (OAR) 137-049-0450 for construction contracts or OAR 137-047-0740 for contracts other than construction. If a protest is filed, a hearing will be held at 10:00 a.m. on March 23, 2016 before the Board of County Commissioners of Deschutes County Oregon, acting as the Contract Review Board, in the Deschutes Services Building, 1300 NW Wall Street, Bend, Oregon 97701.

If no protest is filed within the protest period, this Notice of Intent to Award Contract becomes an Award of Contract without further action by the County unless the Board of County Commissioners for good cause, rescinds this Notice before the expiration of the protest period. The successful bidder or proposer on a Deschutes County project is required to execute three (3) copies of the Contract, which will be provided when the contract is negotiated. In addition to the execution of Contract, the contractor will be required to provide one or more certificates of insurance together with endorsements naming Deschutes County as an additional insured.

All contract copies will need to be returned to the County for execution. After all parties have signed the contract, a copy of the contract will be forwarded to you along with a notice to proceed.

If you have any questions regarding this Notice of Intent to Award Contract, or the procedures under which the County is proceeding, please contact Deschutes County Legal Counsel Bend, OR 97701, telephone (541) 388-6625 or FAX (541) 383-0496.

Sincerely,

DESCHUTES COUNTY, OREGON

________________________________________
Alan Unger, Chair

cc w/enc: Transmitted by Facsimile and First Class Mail on March 9, 2016 to all bidders (3 pages)
See attached List

Notice of Intent to Award Letter – 2016-114
THE SUPPLYING AND HAULING OF CRUSHED, PRE-COATED ROCK FOR CHIP SEAL 2016

Name: High Desert Aggregate & Paving, Inc.
   Michael T. Moore
Address: P.O. Box 1929
City, State, Zip Code: Redmond, OR 97756
Phone: 541 504-8566
Fax: 541 548-7600
Email: mikem@highdesertaggregate.com

Name: Knife River Corporation – Northwest
   Tom Edmunson
Address: 64500 OB Riley Road
City, State, Zip Code: Bend, OR 97703
Phone: 541 388-0445
Fax: 541 388-8932
Email: tom.edmunson@kniferiver.com

Notice of Intent to Award Letter – 2016-114