

**SALE OF SURPLUS PROPERTY**

**INVITATION FOR BIDS  
FOR THE  
SALE OF SCRAP METAL  
AT BOONE COUNTY  
PUBLIC WORKS SOUTH AND NORTH FACILITY**

**FOR THE  
COUNTY OF BOONE  
COLUMBIA, MISSOURI  
IFB #54-21NOV11  
BID OPENING DATE: MONDAY, NOVEMBER 21, 2011  
TIME: 10:30 A.M. Central Time**

Prepared by:

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## INVITATION FOR BIDS

### I. BIDS:

Sealed bids will be received by the County of Boone - Missouri for the Sale of Scrap Metal located at the Public Works Department South Facility and Boone County Public Works Department North Facility, Columbia, Missouri. Bidders shall hold their bids firm for a period of six (6) months from date of award.

### II. DESCRIPTION:

Boone County generates approximately 85 tons of scrap metal annually. The scrap metal consists mostly of old culvert pipe, fittings, valves, and tire rims. In addition, the County has approximately 12 catalytic converters per year.

The stated quantities are estimated quantities based on historical scrap quantities generated at the County. The quantities are provided for information purpose only and are not intended to be a guarantee of future quantities.

### III. BID FORM:

Attached hereto is a Response Form to be used for the submission of information requested herein. The Purchasing Department of Boone County must receive the Bid Form no later than Tuesday, December 2, 2008 at 10:30 A.M., Central Time. The bid must be sealed and clearly addressed to Boone County Purchasing, 601 E. Walnut, Room 208, Columbia, MO 65201 with a notation of the sealed envelope marked "**54-21NOV11 - Sale of Scrap Metal**".

### IV. WITHDRAWAL OF BIDS:

Any bidder may withdraw their bid at anytime prior to the scheduled closing time for the receipt of bids, but no bidder may withdraw their bid for a period of sixty (60) days after the scheduled closing time for the receipt of bids. Only letters, e-mails and other written requests for corrections of a previously submitted bid which are addressed in the same manner as bids and are received by the County prior to the scheduled closing time for the receipt of bids will be accepted.

### V. AWARD:

The County shall make award to the highest and best bid. The County reserves the right to reject any and all bids and to waive informalities in bids.

VI. TERMS OF SALE:

- A. The material for sale is offered for sale on an "as is" and "where is" basis, and the County makes no guarantee as to its condition.
- B. **Contract Duration:** The Contract period shall be from **January 1, 2012 through June 30, 2012**. The contract may be extended beyond the expiration date for five (5) additional 6-month periods through December 31, 2013.
- C. At the option of the County, the Purchase Price shall be paid by a Certified or Cashiers Check, payable without condition to "The Road and Bridge Fund", in advance of the removal of the property. If payment is not made within the specified time, the property shall then become the property of the County and the bid will be considered void. **Weight tickets shall be submitted with payment check.**
- D. It is understood by bidder in submitting a bid that the bidder is responsible for viewing the material for sale and discovering the procedures required for the removal of such. To arrange for a visit to the either the South Facility or North Facility of Public Works, please contact Greg Edington at (573) 449-8515.
- E. The successful Contractor will be required to provide the following insurance requirements:

**BOONE COUNTY INSURANCE REQUIREMENTS** - The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide.

**Insurance Requirements:** The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on their subcontract until all similar insurance required of subcontractor has been so obtained and approved. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide. Insurance limits indicated below may be lowered at the discretion of the County.

**Compensation Insurance** - The Contractor shall take out and maintain during the life of this contract, **Employee's Liability and Worker's Compensation Insurance** for all of their employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Worker's Compensation coverage shall meet Missouri statutory limits. Employers'

Liability limits shall be \$1,000,000.00 each employee, \$1,000,000.00 each accident, and \$1,000,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Worker's Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers' Liability Insurance for the protection of their employees not otherwise protected.

**Comprehensive General Liability Insurance** - The Contractor shall take out and maintain during the life of this contract, such comprehensive general liability insurance as shall protect them and any subcontractor performing work covered by this contract, from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Comprehensive General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

The Contractor has the option to provide **Owner's Contingent or Protective Liability and Property Damage** instead of the **Comprehensive General Liability Insurance**- The Contractor shall provide the County with proof of Owner's Protective Liability and Property Damage Insurance with the County as named insured, which shall protect the County against any and all claims which might arise as a result of the operations of the Contractor in fulfilling the terms of this contract during the life of the Contract. The minimum amounts of such insurance will be \$2,000,000.00 per occurrence, combined single limits. Limits can be satisfied by using a combination of primary and excess coverages. Should any work be subcontracted, these limits will also apply.

**COMMERCIAL Automobile Liability** – The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; and both on and off the site of work.

**Proof of Carriage of Insurance** - The Contractor shall furnish the County with Certificate(s) of Insurance which name the County as additional insured in an amount as required in this contract, contain a description of the project or work to be performed, and requiring a thirty (30) day mandatory cancellation notice. In addition, such insurance shall be on occurrence basis and shall remain in effect until such time as the County has made final acceptance of the facility contracted.

F. **INDEMNITY AGREEMENT:** To the fullest extent permitted by law,

Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.

VII. BASE BID

- A. The County will accumulate scrap metal throughout the contract period. The Contractor may be required to remove accumulated scrap metal quarterly and within two (2) weeks of notification by the County.
- B. The contractor shall be responsible for removing the material for sale from County property, including all related costs. County personnel will assist the contractor in the loading of the material onto the bidder's truck.
- C. During each visit to remove scrap metal, the contractor shall weigh in and weigh out at an agreed upon scale site. Please state your scale site location on the Response Form. The contractor will be paid based on the net weight of scrap metal removed.
- D. The contractor shall assume full responsibility for damage to County property during the removal of the material for sale. Repairs of any damage shall be completed to the County's satisfaction. If repairs are not done to the County's satisfaction, the County reserves the right to procure the services of a qualified vendor and the contractor shall reimburse the County for the cost of the repairs.
- E. Removal must be scheduled a minimum of one (1) day in advance. Removal operations shall occur during normal working hours only, 8:00 a.m. to 4:00 p.m. on workdays, Monday through Friday, and shall not interfere with the operations of the Public Works Department or any other County entity.

VIII. ALTERNATE BID

- A. The County will accumulate scrap metal throughout the contract period. The County will deliver the accumulated scrap metal to the contractor's facilities.

**RESPONSE FORM**

**IFB #54-21NOV11**

**BID OPENING: MONDAY, NOVEMBER 2, 2011**

**TIME: 10:30 A.M., C.T.**

\_\_\_\_\_  
(NAME OF FIRM OR INDIVIDUAL SUBMITTING THIS BID)

DATE: \_\_\_\_\_, 2011

**INVITATION FOR BIDS  
FOR THE SALE OF SCRAP METAL  
LOCATED AT THE  
PUBLIC WORKS DEPARTMENT – SOUTH AND NORTH FACILITY’S  
FOR THE COUNTY OF BOONE  
COLUMBIA, MISSOURI**

1. The undersigned hereby offers to purchase under the terms and conditions indicated in the bid for the Sale of Scrap Metal for Boone County - Missouri:

**BASE BID:**

**Vendor Pickup of Scrap Metal at both North and South Facility located in Boone County:**

For the sale of Scrap Metal Pile for a six-(6) month period, I offer:

\$ \_\_\_\_\_ per ton.

For the sale of a catalytic converter, I offer:

\$ \_\_\_\_\_ each

**ALTERNATE BID:**

**County Delivery of Scrap Metal to Vendor Facility:**

For the sale of Scrap Metal Pile for a six-(6) month period, I offer:

\$ \_\_\_\_\_ per ton.

Location of Vendor Facility: \_\_\_\_\_

2. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

\_\_\_\_\_ Yes \_\_\_\_\_ No

3. Maximum amount of increase or decrease percentage to pricing at renewal term:

- a. Renewal 1 - July 1, 2011 – December 31, 2011: + or - \_\_\_\_\_ %
- b. Renewal 2 - January 1, 2012 – June 30, 2012: + or - \_\_\_\_\_ %
- c. Renewal 3 – July 1, 2012 – December 31, 2012: + or - \_\_\_\_\_ %
- d. Renewal 4 - January 1, 2013 – June 30, 2013: + or - \_\_\_\_\_ %
- e. Renewal 5 - July 1, 2013 – December 31, 2013: + or - \_\_\_\_\_ %

4. Location of Scale Site: \_\_\_\_\_

5. Can you provide a trailer and a roll-off bin for County scrap metal? \_\_\_\_\_ Yes \_\_\_\_\_  
No

NAME OF BIDDER: \_\_\_\_\_

OFFICIAL ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ PRINTED NAME: \_\_\_\_\_

**"No Bid" Response Form**



**Boone County Purchasing**  
613 E. Ash, Room 108  
Columbia, MO 65201  
Tyson Boldan, Buyer  
(573) 886-4392– Fax: (573) 886-4390

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**“NO BID RESPONSE FORM”**

**NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO  
SUBMIT A BID**

If you do not wish to respond to this Invitation for Bid request, but would like to remain on the Boone County vendor list **for this service/commodity**, please remove form and return to the Purchasing Department by mail or fax.

If you would like to FAX this “No Bid” Response Form to our office, the FAX number is (573) 886-4390.

**Bid: 54-21NOV11 – Sale of Scrap Metal**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:

\_\_\_\_\_  
\_\_\_\_\_