

SA&I 1-4040 (2000)

Canadian \_\_\_\_\_ County, Oklahoma  
 COUNTY PURCHASING OFFICE  
 Canadian \_\_\_\_\_ County Court House  
 El Reno \_\_\_\_\_, Oklahoma  
 Phone: ( 405 ) 422-2441

INVITATION TO BID

DATE ISSUED September 12, 2011
Page 1 of 2

PLEASE REVIEW TERMS AND CONDITIONS ON REVERSE SIDE RELATING TO SUBMISSION OF THIS BID.  
 Notarized Affidavit completions and signature required on reverse side.

BID NUMBER Office Renovation / #2011-12-06 Canadian County Treasurer	BID CLOSING DATE AND HOUR Oct 7 <del>2011</del> Sept. 30, 2011 at 4:00pm	REQUIRED DELIVERY DATE SEE SPECIFICATIONS Days after award of Purchase Order
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TERMS Net, FOB this bid will open October 10 <sup>th</sup> 2011 at 9:30am	DATE OF DELIVERY: SEE SPECIFICATIONS
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ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
			<p>Canadian County Treasurer is seeking bids for the renovation of the Canadian County Treasurer's Office.</p> <p><b>Base Bid:</b> To furnish all labor and materials in accordance with the Bidding Documents for the construction of the work, complete.</p> <p><b>Alternate Bids:</b> To furnish all labor and materials in accordance with the Bidding Documents for the construction of the Alternated work packages as follow:</p> <p><b>Alternate #1:</b> Cost of labor and materials for the removal of existing asbestos tiles in the work room area.</p> <p><b>Alternate #2:</b> Cost of labor and materials for the installation of new plumbing lines and ceramic tiles in existing restroom if needed.</p> <p>The Board of Canadian County Commissioners reserves the right to reject any and all bids or to award all or any portion of the items bid.</p> <p><i>The reverse of this sheet must be completed and returned or the bid will be rejected.</i></p> <p>Contact person: Tom Ratanasin, AIA                      Boynton Williams &amp; Associates                      900 36th Avenue NW, Suite 100                      Norman, OK 73072                      (405) 329-0423</p> <p style="text-align: center;">APPROVED</p> <p>Date <u>September 12, 2011</u></p> <p><u>Charles M. Seck</u>                      Officer of Department Head</p>		<p>\$ _____ Base Bid</p> <p>\$ _____ Alternate #1</p> <p>\$ _____ Alternate #2</p>

**TERMS AND CONDITIONS**

1. Sealed bids will be opened in the Commissioner's Conference Room, Canadian  
County Courthouse, 201 North Choctaw Avenue, El Reno, Oklahoma, at the time and date shown on the invitation to bid form.
2. Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with bid number and closing date written on the outside of the envelope.
3. Unit prices will be guaranteed correct by the bidder.
4. Firm prices will be F.O.B. destination.
5. Purchases by Canadian County, Oklahoma, are not subject to state or federal taxes.
6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.
7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn statement of non-collusion. A form is supplied below.
8. Bids will be firm until 11/03/2011  
(DATE)

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say that he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity; quality or price in the prospective contract or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn before this \_\_\_\_\_ day

of \_\_\_\_\_, 20 \_\_\_\_\_

(SEAL)

Firm: \_\_\_\_\_

My commission expires \_\_\_\_\_

Signed by: \_\_\_\_\_ Title: \_\_\_\_\_  
(Manual Signature of Undersigned)

\_\_\_\_\_  
NOTARY PUBLIC (CLERK OR JUDGE)

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

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip: \_\_\_\_\_

Please Mail sealed bids to:  
Canadian County Clerk's Office  
Attn: Purchasing  
PO Box 458  
El Reno, OK 73036

Street Address:  
201 North Choctaw Avenue  
El Reno, OK 73036



Date Issued: September 12, 2011  
Bid Number: **2011-12-06**  
Closing Date: October 7, 2011 at 4:00pm  
                  PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036  
Opening Date: October 10, 2011 at 9:30am  
                  Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

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~ SPECIFICATIONS ~

**Office Renovation / Canadian County Treasurer**

Canadian County Treasurer is seeking bids for the renovation of the Canadian County Treasurer's Office. (Located at 201 North Choctaw, El Reno, OK)

The Project Manual and Blue Prints can be obtained from the Canadian County Clerk's office. (Located at 201 North Choctaw, El Reno, OK) There will be a \$50.00 per set, refundable deposit for the Project Manual and Blue Prints that will need to be paid in advance to the Canadian County Treasurer's Office. The deposit may be refunded upon return of the Project Manual and Blue Prints to the Canadian County Clerk's Office.

**For Information Contact:**

Tom Ratanasin, AIA  
Boynton Williams & Associates  
900 36<sup>th</sup> Avenue NW, Suite 100  
Norman, OK 73072  
(405) 329-0423

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If you have any questions or need additional information, please contact:  
**Sherry Murray**, Purchasing Agent, 405.295.6125 or 405.422.2441  
smurray@okcana.cogov.net



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~ AFFIDAVIT ~

**Office Renovation / Canadian County Treasurer**

State of Oklahoma )  
County of Canadian ) §

I, Sherry Murray, Purchasing Agent, in and for said County and State, do hereby certify that "Invitations to Bid" were sent to the following:

Francis Tuttle Vo-Tech Center  
Attn: Bid Assistance – Judy Robbins  
12777 N. Rockwell  
Oklahoma City, OK 73142

Online Data Services  
8460 Holcomb Bridge Road, Suite 100  
Alpharetta, GA 30322

Bid News  
5727 South Garnett Road, Suite H  
Tulsa, OK 74146

ePlan  
3806 Buttonwood Drive, Suite 106  
Columbia, MO 65201

TPC Construction Inc  
700 Stone Mill Blvd  
Yukon, OK 73099

Bordwine Development Inc  
1102 Pikes Peak Road  
Chickasha, OK 73018

Donelson Construction Co., LLC  
1075 Wise Hill Road  
Clever, MO 65631

Graber & Association, PC  
2415 East Shelly Drive, Suite 101  
Tulsa, Ok 74105-6076

Medallion Construction  
1304 Queensboro Place  
Yukon, OK 73099

CJ Tate & Sons, Inc.  
10428 NW 63<sup>rd</sup> Street  
Yukon, OK 73099


Burke Brothers Construction  
135 N Cedar Branch Way, Suite 111  
Mustang, OK 73064

Callahan Construction  
448 E State Highway 152  
Mustang, OK 73064

Steinbruck & Holselton Construction  
2616 Sunset Drive  
El Reno, OK 73036

Smeltzer Enterprises Inc.  
711 E Wade  
El Reno, OK 73036

Witness my hand and seal this 12<sup>th</sup> day of September, 2011.

  
Sherry Murray, Purchasing Agent  
(SEAL)





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**TO HELP PREVENT BIDS FROM BEING REJECTED FOR LACK OF COMPLETION  
PLEASE CHECK FOR THE FOLLOWING:**

- Is the Invitation to Bid Signed and Notarized? \_\_\_\_\_
- Are all applicable spaces filled in? \_\_\_\_\_
- Are all necessary papers enclosed? \_\_\_\_\_
- Is the Bid # and Closing Date on outside of return envelope? \_\_\_\_\_

**Thank You,**

**Sherry Murray, Purchasing Agent**