

SA&I 1-4040 (2000)

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

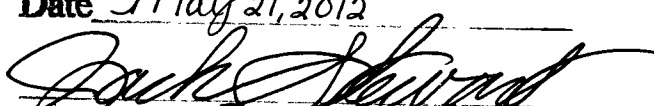
INVITATION TO BID

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

DATE ISSUED
May 21, 2012
Page 1 of 2

BID NUMBER: Bid 2012-#18 Courthouse Remodeling/Commissioners
BID CLOSING DATE AND HOUR: June 8, 2012 @ 4:00pm
REQUIRED DELIVERY DATE: SEE SPECIFICATIONS
Days after award of Purchase Order

TERMS: Net, FOB this bid will open June 11, 2012 @9:30am
DATE OF DELIVERY:

ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
			Canadian County Commissioners are seeking bids for Courthouse Remodeling to be bid as two projects:		
			General descriptions -		
			1) Project I - New ceiling grid, insulation, tiles, & lighting.....	\$	
			2) Project II - County Clerk's Office painting & carpeting.....	\$	
			See detailed specifications and diagrams attached.	TOTAL \$	
			NOTE: Separate bids must be given for Project I & Project II to allow county to appropriate funding. If awarded, both Projects I & II will be awarded together.		
			The Board of Canadian County Commissioners reserves the right to reject any and all bids.		
			<u>The reverse of this sheet must be completed and returned or the bid will be rejected.</u>		
			Contact person: Cliff Lawson, Maintenance Supervisor 201 N. Choctaw, El Reno, OK 73036 (405) 295-6146		
			Shelley Dickerson, County Clerk 201 N. Choctaw, El Reno, OK 73036 (405) 295-6134		
			APPROVED		
			Date <u>May 21, 2012</u>		
			 Officer of Department Head		

TERMS AND CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, Canadian County Courthouse, 201 N 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 07/11/2012
(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: _____

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

Zip: _____

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



Date Issued: May 21, 2012
Bid Number: 2012-#18
Closing Date: June 8, 2012 at 4:00pm
 PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036
Opening Date: June 11, 2012 at 9:30am
 Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

~ SPECIFICATIONS~

Courthouse Remodeling / Commissioners

Canadian County Commissioners are seeking bids for Courthouse Remodeling to be bid as two projects.

Description: See Project I & II detailed specifications and diagrams attached.

For Information Contact:

- Cliff Lawson, Maintenance Supervisor, (405) 295-6146, lawsonc@canadiancounty.org
- Shelley Dickerson, County Clerk, (405) 295-6134, sdickerson@okcana.cogov.net

Hours: Monday – Friday 8:00am to 4:30pm

Address: 201 N. Choctaw Ave, El Reno, OK 73036

General Specifications for both Project I & Project II:

- Contractor will be responsible for all measurements (i.e. sq. ft. of carpet, quantity of ceiling tiles, etc.)
- All work will be performed Monday – Friday, 8:00am to 4:30pm
- County maintenance staff will move office furniture, file cabinets, shelving, books, etc. out of and back in to each area / phase of work.
- Contractor will enclose each area / phase as much as is practical to control and contain dust and fumes.
- Purchases by Canadian County are not subject to sales taxes.
- Requested start date of project is July 2, 2012.
- Requested completion date of project is August 31, 2012.
- **Separate bids must be given for Project I & Project II to allow county to appropriate funding. If awarded, both Projects I & II will be awarded together.**

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



Date Issued: May 21, 2012
Bid Number: 2012-#18
Closing Date: June 8, 2012 at 4:00pm
PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036
Opening Date: June 11, 2012 at 9:30am
Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

~ SPECIFICATIONS ~

Courthouse Remodeling / Commissioners

Project I:

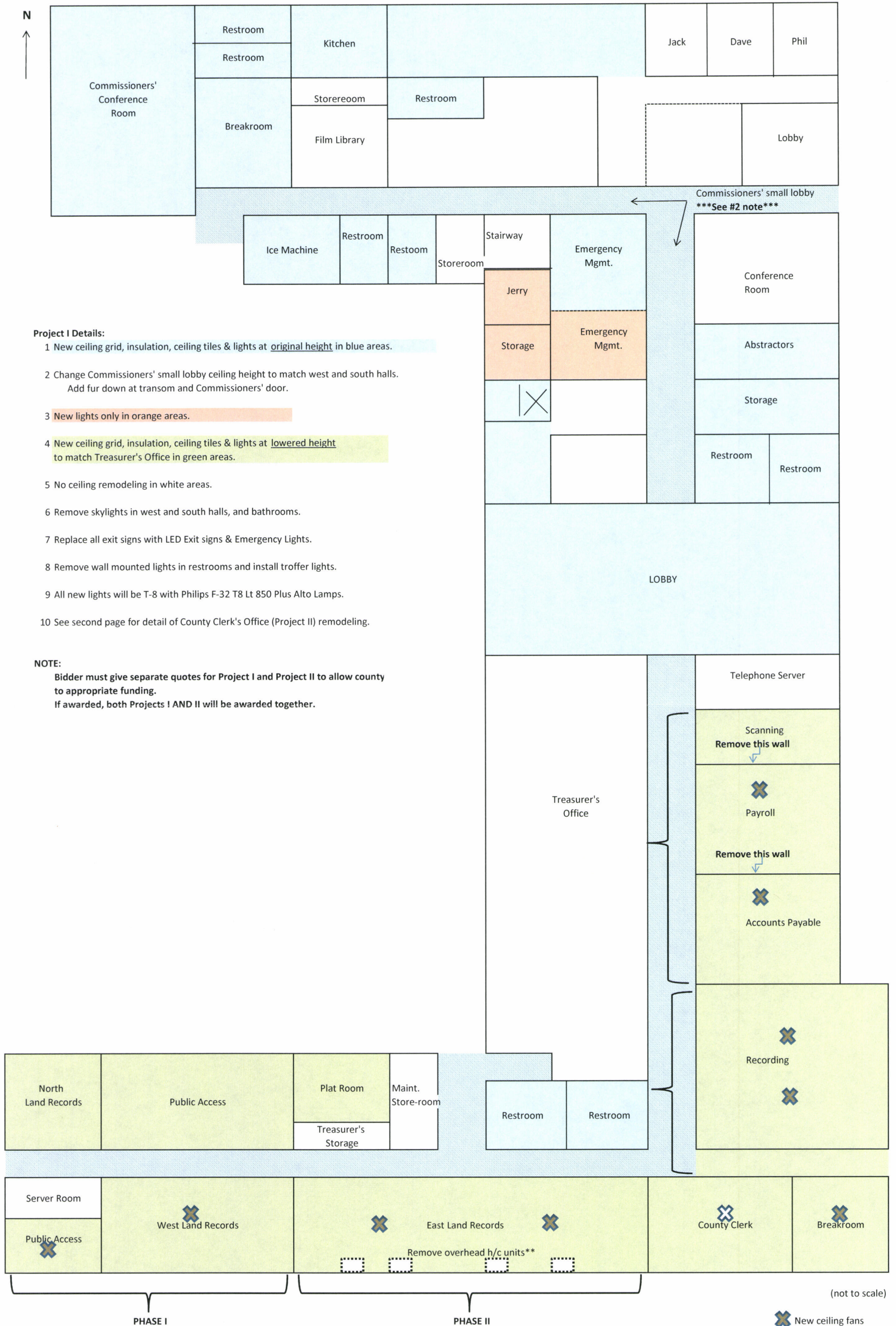
- See attached Diagram I.
- New ceiling grid, insulation, ceiling tiles & lights at original height in blue areas.
- Commissioners' small lobby ceiling height should be changed to match ceiling height of west and south halls.
- New lights only in orange areas.
- New ceiling grid, insulation, ceiling tiles & lights at lowered height to match Treasurer's Office in green areas.
- No ceiling remodeling in white areas.
- Remove skylights.
- Replace all exit signs with LED Exit signs and Emergency lights.
- Remove wall mounted lights in restrooms.

Project II:

- See attached Diagram II.
- Project must be completed in four (4) phases as shown on floor plan.
- County will remove overhead heat/air units in East Land Records (Phase II) and will coordinate with contractor during this phase.
- Remove walls between Scanning & Payroll & Accounts Payable (Phase IV).
- Nine (9) new ceiling fans installed to match look of fan in County Clerk's Office.
- Paint in all colored areas except Treasurer's Storage to match Commissioners' Office – all nails, unused conduit, etc. must be removed prior to painting.
- Carpet in all colored areas except Telephone Server room & Breakroom to match Commissioners' Office.
- Telephone Server room will have carpet removed and replaced with new tile.
- Six (6) new power poles installed and nine (9) existing power poles re-installed (approximate locations)
 - Exact locations will be determined after desks are placed in finished areas.

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

Canadian County
Remodeling Project I
DIAGRAM I



Project I Details:

- 1 New ceiling grid, insulation, ceiling tiles & lights at original height in blue areas.
- 2 Change Commissioners' small lobby ceiling height to match west and south halls. Add fur down at transom and Commissioners' door.
- 3 New lights only in orange areas.
- 4 New ceiling grid, insulation, ceiling tiles & lights at lowered height to match Treasurer's Office in green areas.
- 5 No ceiling remodeling in white areas.
- 6 Remove skylights in west and south halls, and bathrooms.
- 7 Replace all exit signs with LED Exit signs & Emergency Lights.
- 8 Remove wall mounted lights in restrooms and install troffer lights.
- 9 All new lights will be T-8 with Philips F-32 T8 Lt 850 Plus Alto Lamps.
- 10 See second page for detail of County Clerk's Office (Project II) remodeling.

NOTE:

Bidder must give separate quotes for Project I and Project II to allow county to appropriate funding.
If awarded, both Projects I AND II will be awarded together.

**County will remove overhead h/c units
**Will coordinate with contractor during this phase

New ceiling fans
 Existing fan - reuse

(not to scale)

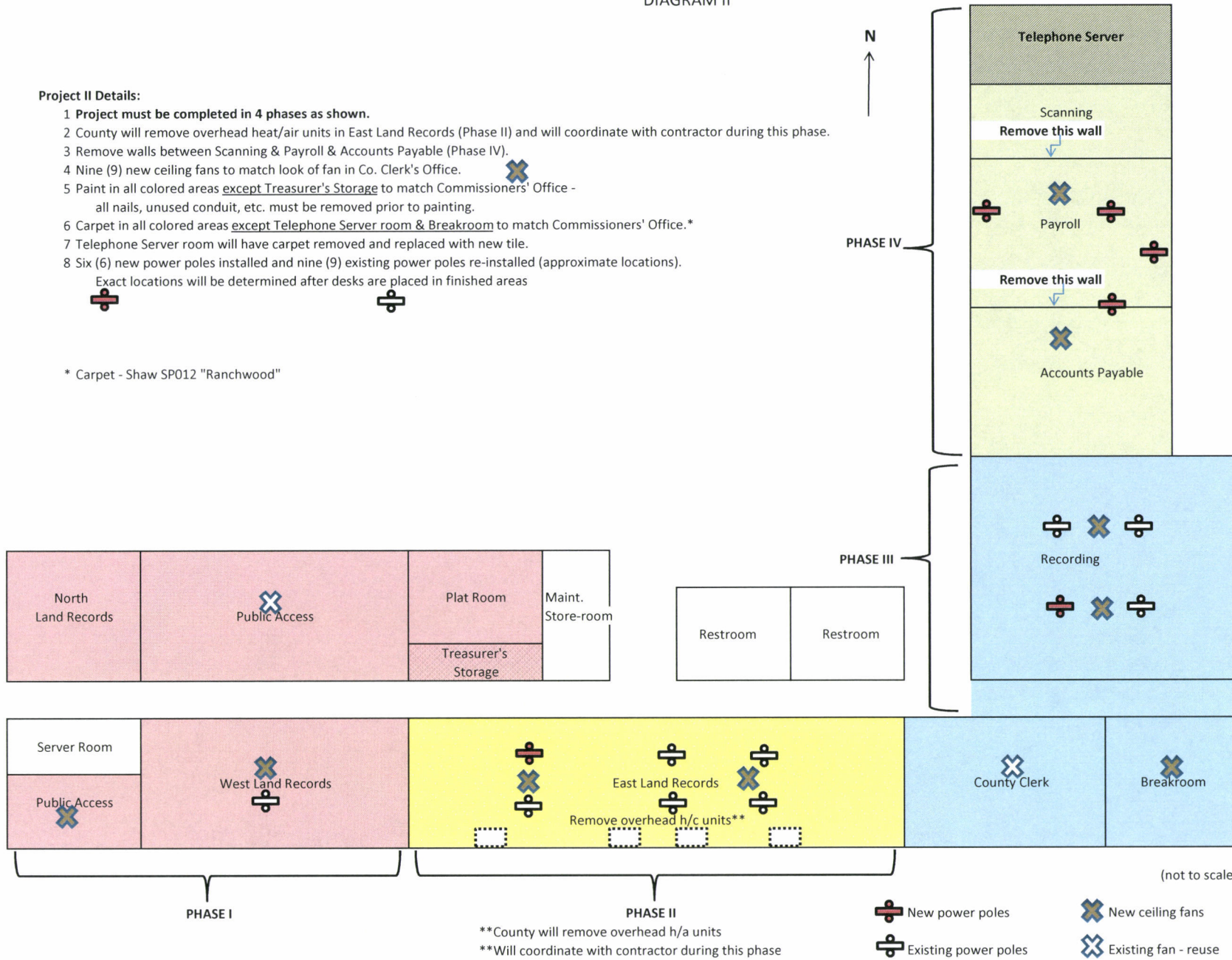
Canadian County Clerk's Office
Remodeling Project II
DIAGRAM II

Project II Details:

- 1 Project must be completed in 4 phases as shown.
- 2 County will remove overhead heat/air units in East Land Records (Phase II) and will coordinate with contractor during this phase.
- 3 Remove walls between Scanning & Payroll & Accounts Payable (Phase IV).
- 4 Nine (9) new ceiling fans to match look of fan in Co. Clerk's Office.
- 5 Paint in all colored areas except Treasurer's Storage to match Commissioners' Office - all nails, unused conduit, etc. must be removed prior to painting.
- 6 Carpet in all colored areas except Telephone Server room & Breakroom to match Commissioners' Office.*
- 7 Telephone Server room will have carpet removed and replaced with new tile.
- 8 Six (6) new power poles installed and nine (9) existing power poles re-installed (approximate locations).
Exact locations will be determined after desks are placed in finished areas



* Carpet - Shaw SP012 "Ranchwood"



(not to scale)

**County will remove overhead h/a units
**Will coordinate with contractor during this phase



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PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036
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Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

~ AFFIDAVIT ~

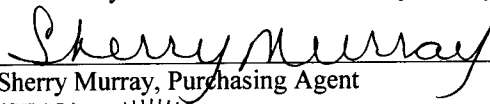
Courthouse Remodeling / Commissioners

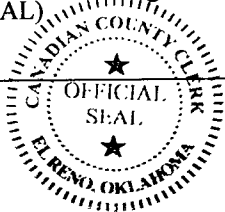
State of Oklahoma)
County of Canadian) §

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

- | | | |
|---|---|---|
| Bid News
project@bidnews.com | Bordwine Development Inc.
1102 Pikes Peak Road
Chickasha, OK 73018 | Bruce Jones
BNJ Builders, LLC
4324 NW48th Street
Oklahoma City, OK 73112 |
| Burke Brothers Construction
135 N Cedar Branch Way, Suite 111
Mustang, OK 73064 | Callahan Construction
448 E State Highway 152
Mustang, OK 73064 | CJ Tate & Sons, Inc.
10428 NW63rd Street
Yukon, OK 73099 |
| Design & Build Group
816 N. Broadway Avenue
Oklahoma City, OK 73102 | ePlan
3806 Buttonwood Drive, Suite 106
Columbia, MO 65201 | Flowers Construction LLC
PO Box 23
Wheatland, OK 73097 |
| Francis Tuttle Vo-Tech Center
Attn: Bid Assistance – Judy Robbins
12777 N Rockwell
Oklahoma City, OK 73142 | Icon Construction
1951 University Business Drive, Ste. 119
McKinney, TX 75071 | Jester & Associates, Inc.
5933 NW 5 th
Oklahoma City, OK 73127 |
| M&B Construction
Darin Branscum
circ1t@hotmail.com | Medallion Construction
1304 Queensboro Place
Yukon, OK 73099 | McGraw-Hill Construction Dodge
Plan Room
605 NW 13 th Street, Suite "B"
Oklahoma City, OK 73103 |
| Online Data Services
8460 Holcomb Bridge Road, Suite 100
Alpharetta, GA 30322 | Reed Construction Data
Attn: Laura Penn
30 Technology Parkway South, Ste. 100
Norcross, GA 30092 | Robert Renshaw
Robert@timberlakeconstruction.com |
| Steinbruck & Holseton Construction
2616 Sunset Drive
El Reno, OK 73036 | TPC Construction, Inc.
700 Stone Mill Blvd
Yukon, OK 73099 | Western Construction, LLC
711 E Wade
El Reno, OK 73036 |

Witness my hand and seal this 21st day of May, 2012.


Sherry Murray, Purchasing Agent
(SEAL)





Canadian County
Purchasing

BID CHECKLIST

Date Issued: May 21, 2012
Bid Number: 2012-#18
Closing Date: June 8, 2012 at 4:00pm
 PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036
Opening Date: June 11, 2012 at 9:30am
 Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

**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



**Canadian County
Purchasing**

Addendum

Date Issued: May 21, 2012
Bid Number: 2012-#18
Closing Date: June 15, 2012 at 4:00pm
PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036
Opening Date: June 18, 2012 at 9:30am
Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

~ ADDENDUM~
Courthouse Remodeling / Commissioners

Please be advised of the following changes to be made to the previous bid packet:


Due to the public notice needing to be published twice this will affect the closing date, opening date and requested project starting date. The closing date will be June 15, 2012 at 4:30pm, opening date will be June 18, 2012 at 9:30am and requested project starting date will be July 9, 2012. Please replace the attached amended pages for the Invitation to Bid and Specifications. All pages of original bid packet is not being replaced so please note that the new dates will apply for all pages of the original bid packet.

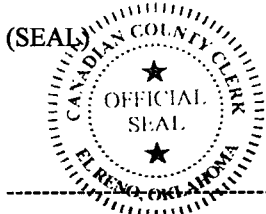
For more information contact:

Cliff Lawson, Maintenance Supervisor
201 N. Choctaw, El Reno, OK 73036
(405) 295-6146

Shelley Dickerson, County Clerk
201 N. Choctaw, El Reno, OK 73036
(405) 295-6134

Witness my hand and seal this 22nd day of May 2012.


Sherry Murray, Purchasing Agent



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

SA&I 1-4040 (2000)

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

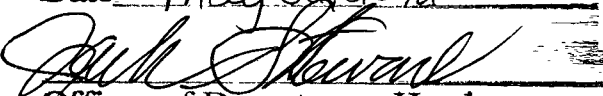
Amended
 INVITATION TO BID

DATE ISSUED May 21, 2012
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 Bid 2012-#18 Courthouse Remodeling/Commissioners	BID CLOSING DATE AND HOUR June 15, 2012 @ 4:00pm	REQUIRED DELIVERY DATE SEE SPECIFICATIONS Days after award of Purchase Order
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TERMS Net, FOB this bid will open June 18, 2012 @9:30am	DATE OF DELIVERY:
--	-------------------

ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
			Canadian County Commissioners are seeking bids for Courthouse Remodeling to be bid as two projects:		
			General descriptions -		
			1) Project I - New ceiling grid, insulation, tiles, & lighting.....	\$	_____
			2) Project II - County Clerk's Office painting & carpeting.....	\$	_____
			See detailed specifications and diagrams attached.	TOTAL \$	_____
			NOTE: Separate bids must be given for Project I & Project II to allow county to appropriate funding. If awarded, both Projects I & II will be awarded together.		
			The Board of Canadian County Commissioners reserves the right to reject any and all bids.		
			<u>The reverse of this sheet must be completed and returned or the bid will be rejected.</u>		
			Contact person: Cliff Lawson, Maintenance Supervisor 201 N. Choctaw, El Reno, OK 73036 (405) 295-6146		
			Shelley Dickerson, County Clerk 201 N. Choctaw, El Reno, OK 73036 (405) 295-6134		
			APPROVED		
			Date <u>May 22, 2012</u>		
			 Officer of Department Head		

TERMS AND CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, Canadian County Courthouse, 201 N Choctaw Avenue, El Reno, Oklahoma, at the time and date shown on the invitation to bid form.
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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 07/18/2012
(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 N Choctaw Avenue
El Reno, OK 73036



Date Issued: May 21, 2012
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Amended
~ SPECIFICATIONS~

Courthouse Remodeling / Commissioners

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For Information Contact:

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- Shelley Dickerson, County Clerk, (405) 295-6134, sdickerson@okcana.cogov.net

Hours: Monday – Friday 8:00am to 4:30pm

Address: 201 N. Choctaw Ave, El Reno, OK 73036

General Specifications for both Project I & Project II:

- Contractor will be responsible for all measurements (i.e. sq. ft. of carpet, quantity of ceiling tiles, etc.)
- All work will be performed Monday – Friday, 8:00am to 4:30pm
- County maintenance staff will move office furniture, file cabinets, shelving, books, etc. out of and back in to each area / phase of work.
- Contractor will enclose each area / phase as much as is practical to control and contain dust and fumes.
- Purchases by Canadian County are not subject to sales taxes.
- Requested start date of project is July 9, 2012.
- Requested completion date of project is August 31, 2012.
- **Separate bids must be given for Project I & Project II to allow county to appropriate funding. If awarded, both Projects I & II will be awarded together.**

If you have any questions or need additional information, please contact:
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