

STATE OF OKLAHOMA
CANADIAN COUNTY
FILED OR RECORDED

NOV 22 2021

SHERRY MURRAY
COUNTY CLERK

210812

SA&I 1-4040 (2000)

Canadian _____ County, Oklahoma
COUNTY PURCHASING OFFICE
Canadian _____ County Court House
El Reno _____, Oklahoma
Phone: (405) 295-6125


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 11-22-2021
Page 1 of 2

BID NUMBER #2022-#12 Temporary Event Carpet - Expo & Event Center	BID CLOSING DATE AND HOUR 12-10-2021 at 4:00 pm	REQUIRED DELIVERY DATE SEE SPECIFICATIONS _____ Days after award of Purchase Order
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TERMS Net, FOB this bid will open 12-13-2021 during Commissioner's Meeting that begins at 9:00am	DATE OF DELIVERY: SEE SPECIFICATIONS
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ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
	(1) or more		<p>Canadian County Expo & Event Center is seeking Bids to purchase temporary event carpet with options for first time instillation at venue and option for reoccurring installation of carpet for events at the Expo & Event Center.</p> <p>See Specifications Attached:</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><u>The terms & conditions of this document must be completed and returned or the bid will be rejected.</u></p> <p>Contact person: Nathan Smith, Director Expo & Event Center 3001 Jensen Rd East El Reno, OK 73036 Cell: (405) 885-8811 Email: canadiancountyfairgrounds@gmail.com</p>		<p>Option 1: \$ _____ Total</p> <p>Option 2: \$ _____ Total</p> <p>Option 3: \$ _____ Total</p>
			<p>APPROVED</p> <p>Date: <u>11-18-21</u></p> <p> Officer or Department Head</p>		

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 1-13-2022
(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



**Canadian County
Purchasing**

Bid Specifications

Date Issued: November 22, 2021

Bid Number: **2022-#12**

Closing Date: December 10, 2021 at 4:00pm

PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036

Opening Date: December 13, 2021 during the Commissioner's Meeting that begins at 9:00am

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

~ SPECIFICATIONS ~

Temporary Event Carpet – Expo & Event Center

The Canadian County EXPO & Event Center is requesting bids for the purchase of temporary event carpet. The Canadian County EXPO & Event Center is a multi-use facility that ranges from equestrian to tradeshow use throughout the year. We are requesting bids for carpet that will be used to cover the dirt floor of our indoor arena during trade shows.

Please include in your bid:

-All items as a line item

Option 1: Carpet must be available no later than January 17, 2022.

- Different grades of carpet (example: medium duty, heavy duty etc.)
- Color options (we prefer gray or dark blue) Carpet will have heavy foot traffic, spills, dirt etc.
- Enough rolls of carpet to cover a length of 262ft and a width of 121ft
- Please provide options for vendor recommended length of rolls that are manageable sizes.

Option 2 (separately priced): for first time installation at venue. No later than week of January 17-21, 2022.

Option 3 (separately priced):

For a reoccurring installation and removal of carpet for events occurring at the EXPO & Event Center. Please provide this as a turnkey cost to install and remove the carpet for events when needed. The EXPO & Event Center will bring the trailer with carpet out of storage into the indoor arena. A skid steer or telehandler with equipment operator will be available for carpet vendor to use during each installation. The Expo & Event Center expects to install and remove the carpet 2-3 times annually.

Notes: Carpet will be stored on a gooseneck flatbed trailer when not in use. All products and trailer will drive through a 12ft wide by 16ft tall door into storage area.

For Information Contact:

Contact: Nathan Smith, Director

Phone: (405) 885-8811 cell

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

Address: 3001 Jensen Rd East, El Reno, OK 73036

Email: canadiancountyfairgrounds@gmail.com

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

Lena Marquez, Purchasing Agent, 405.295.6125

lmarquez@okcana.cogov.net

201 N. Choctaw Avenue, El Reno, OK 73036

405.295.6125 ~ Fax 405.422.2437

www.canadiancounty.org



**Canadian County
Purchasing**

Affidavit / Proof of Mailing

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~ AFFIDAVIT ~

Temporary Event Carpet – Expo & Event Center

State of Oklahoma)
County of Canadian) §

I, Lena Marquez, Purchasing Agent, in and for said County and State, do hereby certify that “Invitations to Bid” were sent to the following:

Bid Clerk
projects@bidclerk.com

Bid News
projects@isqft.com

ePlan
1400 Forum Blvd. Suite 7B
Columbia, MO 65203

Online Data Services
5425 Peachtree Parkway NW
Peachtree Corners, GA 30092

Reed Construction Data
30 Technology Pkwy South, Ste 100
Norcross, GA 30092

Slimp & Sons Floor Covering
114 W. Rogers St.
El Reno, OK 73036

Brewer Carpet One
c/o Keith Bodenhoff
126A W. Main
Yukon, OK 73099

Apex Flooring
c/o Darrin Davis
17885 Sunnyslane Rd.
Norman, OK 73071

Flooring By Tony
306 W. Elm St.
El Reno, OK 73036

Davis Carpet Co., Inc.
750 E. Main St.
Yukon, OK 73099

First Step Flooring
8604 NW 112th St.
Oklahoma City, OK 73162

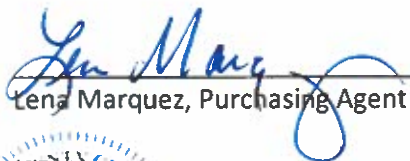
The Carpet Store
1833 S May Ave
Oklahoma City, OK 73108

Carpet Depot LLC
2547 NW 10th St
Oklahoma City, OK 73107

Budget Floor Store
3636 W Reno Ave, Oklahoma City,
OK 73107

Big Bobs Flooring Outlet
4600 S I-35 Service Rd, Oklahoma
City, OK 73129

Witness my hand and seal this 22nd day of November, 2021.


Lena Marquez, Purchasing Agent





**Canadian County
Purchasing**

ELECTRONIC BIDDING MEMO
CHANGES TO SUBMISSION PROCEDURES

Canadian County is excited to announce we are providing electronic bidding as an option for this solicitation via the Bid Express[®] service at www.bidexpress.com.

You can access our Bid Express public home page at:

<https://www.bidexpress.com/businesses/52814/home>

Contact Information

Purchasing Agent: Lena Marquez

Phone Number: 405-295-6125

E-mail: lmarquez@okcana.cogov.net



**Canadian County
Purchasing**

BID CHECKLIST

Date Issued: November 22, 2021
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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 (Including Options)? _____

Is the Bid # and Closing Date on outside of return envelope? _____

*Electronic submission is an option for submitting a bid. Available at:

<https://www.bidexpress.com/businesses/52814/home>

Thank You,

Lena Marquez, Purchasing Agent