

APR 18 2022

SHERRY MURRAY  
COUNTY CLERK

220274

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<br>April 18, 2022 |
| Page 1 of 2                   |

|                                                                    |                                                  |                                                                                    |
|--------------------------------------------------------------------|--------------------------------------------------|------------------------------------------------------------------------------------|
| BID NUMBER #2022-#20 Roof Repairs on Historic Jail / Commissioners | BID CLOSING DATE AND HOUR<br>May 16, 2022 9:00am | REQUIRED DELIVERY DATE<br>SEE SPECIFICATIONS<br>Days after award of Purchase Order |
|--------------------------------------------------------------------|--------------------------------------------------|------------------------------------------------------------------------------------|

|                                                                                                                                                           |                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| TERMS <b>Start accepting bids on May 10, 2022 at 9:00am</b><br>Net, FOB this bid will open 05-16-2022 during Commissioner's Meeting that begins at 9:00am | DATE OF DELIVERY:<br>SEE SPECIFICATIONS |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|

| ITEM | QUANTITY  | UNIT OF ISSUE | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | UNIT PRICE | TOTAL    |
|------|-----------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
|      | 1 or more |               | <p>Canadian County Commissioners office is seeing bids for Roof Repairs for the Canadian County Historic Jail building.</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. All data will be considered in the awarding of the bid including the delivery time.</p> <p><u>The terms &amp; conditions of this document must be completed and returned or the bid will be rejected.</u></p> <p>Contact: JASON ACUFF<br/>Phone: (405)245-0354<br/>Email: acuffj@canadiancounty.org<br/>Hours: Monday – Friday 8:00 am to 4:00 pm<br/>Address: 200 N. Choctaw Ave. El Reno OK. 73036</p> |            | \$ _____ |

APPROVED

Date: 4-14-2022

David Anderson  
Officer or 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 06/16/2022  
(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

NOTE: Other terms and conditions can be added at the discretion of the county officers.



# Canadian County Purchasing

## Bid Specifications

Date Issued: April 18, 2022

Bid Number: 2022-#20

Closing Date: May 16, 2022 at 9:00am

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

Opening Date: May 16, 2022 during the Commissioner's Meeting that begins at 9:00am

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

~ SPECIFICATIONS ~

### Roof Repairs on Historic Jail / Commissioners

Canadian County Commissioner's office is seeking bids for Roof Repairs on the Canadian County Historic Jail.

#### Specifications:

Canadian County is requesting proposals from qualified contractors for the repair/replacement of the roof on the old historic county jail building located on the northeast corner of the intersection of Rogers Street and Evans Street in El Reno Oklahoma. It is the desire of the county to construct a roof that will match the style and appearance of the metal standing seam roof on the historic stable building that is adjacent to the old jail.

**Bids will be received beginning at 9:00am on Tuesday, May 10, 2022 until 9:00am on Monday, May 16, 2022.**

#### Bids shall be accompanied by:

- Singed and Notarized Invitation to Bid
- A certified check, cashier's check or bid bond equal to five percent (5%) of the bid, which shall be deposited with the awarding public agency as a guaranty; or  
An irrevocable letter of credit terms the Construction and Properties Division of the Office of Management and Enterprise Services prescribes, issued by a financial institution insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation for the benefit of the state, on behalf of the awarding public agency, in an amount equal to five percent (5%) of the bid. The awarding public agency shall deposit the irrevocable letter of credit with Division.
- Business Relationships Affidavit
- Non-Collusion Bidding Certification

**(Please review Title 61 O.S. § 101-138 for full disclosure)**

#### For information and onsite visit contact:

Contact: JASON ACUFF

Phone: (405)245-0354

Email: [acuffj@canadiancounty.org](mailto:acuffj@canadiancounty.org)

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

Address: 200 N. Choctaw Ave. El Reno OK. 73036

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

**Lena Marquez**, Purchasing Agent, 405.295.6125

[lm Marquez@okcana.cogov.net](mailto:lm Marquez@okcana.cogov.net)

201 N. Choctaw Avenue, El Reno, OK 73036

405.295.6125 ~ Fax 405.422.2437

[www.canadiancounty.org](http://www.canadiancounty.org)

BUSINESS RELATIONSHIPS AFFIDAVIT

\_\_\_\_\_ (PROJECT NAME)

STATE OF OKLAHOMA    )  
                                          )SS  
COUNTY OF \_\_\_\_\_)

\_\_\_\_\_, of lawful age, being duly sworn, on oath says that he or she is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, or other business relationship presently in effect, of which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

\_\_\_\_\_

Affiant further states that any such business relationship presently in effect of which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

\_\_\_\_\_

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

\_\_\_\_\_

(If none of the business relationships herein above mentioned exist, affiant should so state.)

\_\_\_\_\_  
(Signature of Affiant)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

Notary Public \_\_\_\_\_

My Commission Expires \_\_\_\_\_





**Canadian County  
Purchasing**

**BID CHECKLIST**

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Date Issued: April 18, 2022  
Bid Number: **2022-#20**  
Closing Date: May 16, 2022 at 9:00am  
PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036  
Opening Date: May 16, 2022 during the Commissioner's Meeting that begins at 9:00am  
Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

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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? \_\_\_\_\_
- Is the bid bond or cashier's check enclosed? \_\_\_\_\_
- Is the Business Relationships Affidavit enclosed? \_\_\_\_\_
- Is the Non-Collusion Bidding Certificate enclosed? \_\_\_\_\_
- Are all applicable spaces filled in? \_\_\_\_\_
- Are all necessary papers enclosed? \_\_\_\_\_
- Is the Bid # and Opening Date on outside of return envelope? \_\_\_\_\_

**Bids will be received beginning 9:00am Tuesday May 10, 2022 until 9:00am Monday May 16, 2022  
(DO NOT turn bid in BEFORE Tuesday May 10, 2022 @ 9:00am – bid will NOT be opened or considered)**

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

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

Thank You,

Lena Marquez, Purchasing Agent



**Canadian County  
Purchasing**

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**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<sup>®</sup> service at [www.bidexpress.com](http://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: [Imarquez@okcana.cogov.net](mailto:Imarquez@okcana.cogov.net)



**Canadian County  
Purchasing**

**Affidavit / Proof of Mailing**

Date Issued: April 18, 2022

Bid Number: **2022-#20**

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~ AFFIDAVIT~

**Roof Repairs on Historic Jail / Commissioners**

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](mailto:projects@bidclerk.com)

Bid News  
[projects@isqft.com](mailto:projects@isqft.com)

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

Online Data Services  
5425 Peachtree Parkway  
Peachtree Corners, GA 30092

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

Action Roofing & Contracting, LLC  
PO Box 50558  
Midwest City, OK 73140

Cavins Construction Group LLC  
1839 Atchison Dr.  
Norman, OK 73069

Coontz Roofing, Inc.  
8100 Harryman Rd.  
Newcastle, OK 73065

Cooley Construction LLC  
1900 NE 36<sup>th</sup> Street, Suite 106  
Oklahoma City, OK 73111

DBR Construction  
531 S. Ellison  
El Reno, OK 73036

Drake Roofing & Construction  
406 Maple Street, Ste #3  
Yukon, OK 73099

Flying Out Roofing, Inc.  
6775 Boucher Dr. #3  
Edmond, OK 73034

Graco Roofing & Construction, LLC  
201 B NW 142<sup>nd</sup> St  
Edmond, OK 73013

Heritage Hills Comm. Services, LLC  
1513 NW 175<sup>th</sup> Ct.  
Edmond, OK 73012

Innovative Construction & Roofing  
2236 NW 10<sup>th</sup> St., S 112  
Oklahoma City, OK 73107

Midtown Construction Services  
1376 Fretz Drive, Suite #206  
Edmond, OK 73003


Nurnberg Roofing Company  
109 W. Main  
Corn, OK 73024

Priority One National, Inc.  
14001 NW 150<sup>th</sup> St.  
Piedmont, OK 73078

Target Roofing & Construction, LLC  
5830 NW Expressway Suite #215  
Oklahoma City, OK 73132

Z Construction  
806 Fairfax Lane  
El Reno, OK 73036

Witness my hand and seal this 18th day of April, 2022.

  
Lena Marquez, Purchasing Agent

