



Finance Department

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www.cityofmadison.com/finance/purchasing

Purchasing Services

REQUEST FOR QUOTATION

RFQ #: 5323-0-2024-BG
For: Concrete
Released Date: Wednesday, April 10th, 2024
Due Date: Wednesday, April 24th, 2024 @ 2:00 PM CDT
City Agency: Engineering/Water Utility/Parks

Method of Delivery Options

Email Quotation to: bids@cityofmadison.com

1 GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

1.1 Applicable Terms and Conditions

- Products or Equipment. All quotations for supplies and/or equipment must be submitted in accordance with the specifications contained in this solicitation and City of Madison Standard Terms and Conditions.
- Services. All quotations for services must be submitted in accordance with; the specifications contained in this solicitation, City of Madison Standard Terms and Conditions, and Purchase of Services Contract.
- Copies. Copies of above-referenced forms are available from the Purchasing Office or from the following link:
<https://www.cityofmadison.com/finance/purchasing/vendor-resources>

1.2 Delivered Prices Only

Prices quoted must include shipping charges, FOB Madison.

1.3 Substitutes

If offering a substitute item, include manufacturer, number, model, specifications and product literature. The City will evaluate substitutes and make the final determination of equivalency.

1.4 Partial Order

Unless otherwise noted, it will be assumed that bidder will accept an order for all or part of the items priced.

1.5 Award

The City will award the bid to the responsive and responsible bidder whose bid is most advantageous to the City. In determining the most advantageous bid, the City will consider criteria such as, but not limited to, cost, quality/workmanship, compatibility, standardization, major and minor exceptions to our specifications, superior design features, warranty, delivery, past experience, installation, equality, discount, customer satisfaction, bidder's past performance and/or service reputation, and service capability. The City may opt to establish alternate selection criteria to protect its best interest or meet performance or operational standards. After the due date, no quotes may be withdrawn for a period of 90 days or as otherwise specified or provided by law.

2 CONTACTS

Technical:	For questions regarding technical specifications.	Chris Scharf City of Madison Engineering (608) 267-1973 cscharf@cityofmadison.com
Buyer:	For questions regarding instructions, terms & conditions.	Brittany Garcia City of Madison Purchasing Services (608) 243-0529 bids@cityofmadison.com

3 BID DISTRIBUTION NETWORK

Please note that the City no longer maintains an in-house bidders' list. **Notification of bid opportunities, addenda, tabulations and awards will only be made to subscribers via these networks.**

State of Wisconsin VendorNet System:	State of Wisconsin and local agencies bid network. Registration is free. http://vendornet.state.wi.us/vendornet
DemandStar by Onvia:	National bid network – Free subscription is available to access bids from the City of Madison and other Wisconsin agencies, participating in the Wisconsin Association of Public Purchasers (WAPP). A fee is required if subscribing to multiple agencies that are not included in WAPP.
Bid Opportunities:	www.cityofmadison.com/finance/purchasing/bidDemandStar.cfm
Home Page:	www.demandstar.com
To Register:	https://www.demandstar.com/app/registration

Please note when registering: Pick the **Wisconsin Association of Public Procurement (WAPP)** to select all current Wisconsin government agencies.

4 LOCAL VENDOR PREFERENCE

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website.

www.cityofmadison.com/business/localPurchasing

5 SPECIFICATIONS

5.1 Scope

The City of Madison Engineering, Parks, and Water Utility is seeking a concrete vendor. Multiple vendors may be selected because of the need for multiple pickup locations based on the project or job site location. The below is not a guarantee of quantities, but the best estimate.

5.2 Quantities

REDI-MIX CONCRETE

		Water Utility	Engineering	Parks	Total
	Unit	Quantity	Quantity	Quantity	Quantity
6-BAG	Cubic Yard	250.00	200.00	50.00	490.00
9-BAG	Cubic Yard		50.00		50.00
FLOWABLE FILL	Cubic Yard		20.00		20.00
DOT A-FA SS	Cubic Yard		35.00		35.00
WI DOT Grade C-	Cubic Yard		10.00		10.00
5000 PSI SS AE	Cubic Yard		10.00		10.00
4000 PSI SS AE	Cubic Yard		100.00		10.00
3000 PSI SS AE	Cubic Yard		20.00		20.00

Additional Items

	Unit
.5% Calcium Chloride	Each
1% Non-Chloride	Each
CC3	Each
Heated Charge	Each
Delivery Charge	Each

5.3 Fuel Surcharge

On Form A, there will be a place to list any fuel surcharges.

5.4 Locations

The deliveries will need to be made to various locations around the City of Madison.



Form A: Price Proposal

RFQ #: 5323-0-2024-BG Concrete

This form must be returned with your response.

Complete the requested information and return via instructions on Page 1 of RFQ. Bidder hereby offers:

Please complete the unit price and extended price below:

**Part 1
REDI-MIX CONCRETE**

		Water Utility	Engineering	Parks	Total	Unit Price	Extended Price (Unit x Extended)
	Unit	Quantity	Quantity	Quantity	Quantity		
6-BAG	Cubic Yard	250.00	200.00	50.00	490.00	\$	\$
9-BAG	Cubic Yard		50.00		50.00	\$	\$
FLOWABLE FILL	Cubic Yard		20.00		20.00	\$	\$
DOT A-FA SS	Cubic Yard		35.00		35.00	\$	\$
WI DOT Grade C-	Cubic Yard		10.00		10.00	\$	\$
5000 PSI SS AE	Cubic Yard		10.00		10.00	\$	\$
4000 PSI SS AE	Cubic Yard		100.00		10.00	\$	\$
3000 PSI SS AE	Cubic Yard		20.00		20.00	\$	\$

TOTAL\$ _____

**Part 2
Additional Items**

	Unit	Unit Price
.5% Calcium Chloride	Each	\$
1% Non-Chloride	Each	\$
CC3	Each	\$
Heated Charge	Each	\$
Delivery Charge	Each	\$

Part 3
Fuel Surcharge

Please list any fuel surcharges in the space below:

Above bid submitted by:

COMPANY NAME



Form B: Bidder Information

RFQ #: 5323-0-2024-BG Concrete

This form must be returned with your response.

BIDDER INFORMATION

COMPANY NAME			
ADDRESS	CITY	STATE	ZIP
BIDDER'S NAME	TITLE		
EMAIL			
SIGNATURE	TELEPHONE NUMBER		
DATE	FAX NUMBER		

LOCAL VENDOR STATUS

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website.

CHECK ONLY ONE:

- Yes**, we are a local vendor *and* have registered on the City of Madison website under the following category: _____ www.cityofmadison.com/business/localPurchasing
- No**, we are not a local vendor or have not registered.