

# ROAD COMMISSION FOR IONIA COUNTY

170 E. Riverside Drive • P.O. Box 76 • Ionia, Michigan 48846 • Phone (616) 527-1700 • Fax (616) 527-8848

---

---

CHARLES G. MINKLEY  
Commissioner

KENNETH L. GASPER  
Commissioner

KAREN D. BOTA  
Commissioner

ROBERT G. DUNTON  
Commissioner

NICHOLAS S. BOWERMAN  
Commissioner

DOROTHY G. POHL, CPA  
Managing Director

PAUL A. SPITZLEY, P.E.  
County Highway Engineer

---

---

## NOTICE TO BIDDERS

Sealed bids will be received by the Board of Ionia County Road Commissioners, until **1:00 p.m. on Tuesday, February 26, 2019** at which time they will be publicly opened and read in the Commission offices for the following:

### 2019 SEASONAL REQUIREMENTS FOR MATERIALS:

- ❖ PLASTIC PIPE
- ❖ GRADER & SNOW PLOW BLADES
- ❖ SIGNS
- ❖ HOT MIX ASPHALT
- ❖ STEEL BEAM GUARDRAIL & STEEL POSTS

The contractor shall certify that all materials meet current Michigan Department of Transportation specifications. All bids will meet or exceed the specifications established by the Ionia County Road Commission and/or the Michigan Department of Transportation.

Further information, upon which bids shall be based, is available at the road commission office, phone (616) 527-1700 or [www.ioniacountyroads.org](http://www.ioniacountyroads.org) on the "Doing Business" page. **All bids are to be returned separately, in sealed envelopes, plainly marked with the contents and the name and address of the bidder.**

The Ionia County Road Commission and/or Michigan Department of Transportation reserves the right to reject any or all proposals or to waive irregularities therein, and to accept any proposals which, in their opinion, may be most advantageous and in the best interest of the Ionia County Road Commission and the Michigan Department of Transportation.

BOARD OF COUNTY ROAD COMMISSIONERS  
IONIA COUNTY, MICHIGAN

Charles G. Minkley - Chairman  
Robert G. Dunton - Vice Chairman  
Kenneth L. Gasper - Member  
Nicholas S. Bowerman - Member  
Karen D. Bota - Member

**Board of County Road Commissioners  
Of the County of Ionia**

**INSTRUCTIONS TO BIDDERS**

Sealed bids will be publicly opened at the offices of the Board of County Road Commissioners of the County of Ionia, State of Michigan, located at 170 E. Riverside Drive, Ionia, MI 48846.

Refer to the **“INVITATION TO BID”** for the exact timing and for the identification of the bids as related to furnishing materials, services, equipment, work and/or supplies with the terms, conditions, specifications, drawings, plans and special provisions as stated herein and hereto attached.

The Board’s normal practice is to open and read the bids, and then refer the file to staff for tabulation and analysis. During this period, the files are closed and will remain closed until presented to the Board of County Road Commissioners at their next regular meeting. Notifications of award, pending award or other outcome, will be made in writing. The bid tabulation will accompany award, as is customary for item bid, or may be requested by phone (616) 527-1700 or email [info@ioniacountyroads.org](mailto:info@ioniacountyroads.org).

1. All bids must be submitted on the Board’s blank form when provided. The bid shall be legibly prepared in ink or typewriter. Erasures or alterations must be initialed by the bidder.
2. Specifications and plans should not be returned with bid unless otherwise stated herein.
3. **All proposals are to be sealed in 9" x 12" envelopes and plainly marked as to the name of the bidder, and specify the name of the material being bid. If bidding on multiple items, each bid sheet must be submitted separately.** Bids shall be mailed or delivered. Bids sent via fax or email will NOT be accepted.
4. Bids will not be accepted after the time designated for the opening of the bids. The bidder shall assume full responsibility for delivery of bids prior to the appointed hour for opening same and shall assume the risk of late delivery or non-delivery regardless of the manner employed for the transmission thereof. **Bids will be accepted at the Road Commission office** on behalf of the Board at any time during normal business hours only, said hours being 7:30 a.m. to 4:00 p.m., Monday through Friday, with the exception of legal holidays.
5. It is understood that the Board of County Road Commissioners is a governmental unit and as such, is exempt from the payment of all State and Federal taxes, except as allowed by the regulatory agencies to be included in the cost of materials and services.
6. The bidder, as evidenced by execution of the bid form, thereby declares that the bid is made without collusion with any other person, firm or corporation and agrees to furnish all bid items in strict adherence with all Federal regulatory measures.
7. The Board reserves the right to reject any and all bids, to waive any irregularities therein, and to accept any bid which, in the opinion of the Board, may be most advantageous and to the best interest of the County. In case of error in the extension of prices in the bid or other arithmetical error, the unit prices will govern.

## INVITATION TO BID

Sealed bids will be received by the Board of County Road Commissioners of Ionia County at their offices in Ionia until **1:00 p.m. on Tuesday, February 26, 2019** at which time they will be opened and read aloud for the following materials to be furnished, upon request, for the period **March 1, 2019 through February 29, 2020**.

### **PLASTIC PIPE**

#### **USE BID SHEET FOR PLASTIC PIPE**

Contact: [bud@ioniacountyroads.org](mailto:bud@ioniacountyroads.org)

### **GRADER & SNOW PLOW BLADES**

#### **USE BID SHEET FOR GRADER & SNOW PLOW BLADES**

Contact: [chrisp@ioniacountyroads.org](mailto:chrisp@ioniacountyroads.org)

### **ALUMINUM SIGNS**

#### **USE BID SHEET FOR SIGNS/BLANKS/REFLECTIVE SHEETING**

Contact: [lowetzb@ioniacountyroads.org](mailto:lowetzb@ioniacountyroads.org)

### **HOT MIX ASPHALT**

#### **USE BID SHEET FOR HOT MIX ASPHALT**

Contact: [bud@ioniacountyroads.org](mailto:bud@ioniacountyroads.org)

### **STEEL BEAM GUARDRAIL & POSTS**

#### **USE BID SHEET FOR STEEL BEAM GUARDRAIL & POSTS**

Contact: [lowetzb@ioniacountyroads.org](mailto:lowetzb@ioniacountyroads.org)

All of the aforementioned materials must meet the current Michigan Department of Transportation Specifications, except that English equivalents shall be used (test slips or certification will be required).

When specified, delivery dates are expected to be met. Failure to meet delivery dates could impact future orders from the Ionia County Road Commission.

All prices shall be F.O.B. Ionia County, Michigan.

The Ionia County Road Commission reserves the right to reject any or all bids and to waive any defects or irregularities and to make an award which in their opinion is in the best interest of Ionia County.

Items will not be combined on bid sheets. A customized bid sheet has been developed for each item. If your bid package does not contain a bid sheet for an item you wish to bid, call (616) 527-1700 or email [info@ioniacountyroads.org](mailto:info@ioniacountyroads.org) to request one. The Ionia County Road Commission may disregard any bid or part thereof that does not meet the formats and instructions contained herein.

**Bid prices are to remain firm for a period of one (1) year.** Successful bidders may offer to extend the same pricing for a maximum of two additional one-year periods. All other terms and conditions must remain the same for any additional periods. The commission reserves the right to accept or reject the offered extensions in the best interest of Ionia County.

**All proposals are to be sealed in 9" x 12" envelopes and plainly marked as to the name of the bidder, and specify the name of the material being bid. IF BIDDING ON MULTIPLE ITEMS, EACH BID SHEET MUST BE SUBMITTED SEPARATELY.**

Board of County Road Commissioners  
Ionia County, Michigan

Charles G. Minkley - Chairman  
Robert G. Dunton - Vice Chairman  
Kenneth L. Gasper - Member  
Nicholas S. Bowerman - Member  
Karen D. Bota - Member